

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

The Board of Trustees of St. Petersburg College met on Tuesday, June 15, 2010 at the St. Petersburg College EpiCenter, 13805 – 58<sup>th</sup> Street North, Largo, Florida. The following Board members were present: Chairman Terrence E. Brett, Vice Chairman Kenneth P. Burke, Evelyn M. Bilirakis, Deveron M. Gibbons and W. Richard Johnston. Also present was William D. Law, Jr., President of St. Petersburg College and Secretary to the Board of Trustees, and Joseph H. Lang, Board Attorney. Proof of public notice of this meeting is included as part of these minutes. Notices were duly posted.

Invoice/Serial Number  
10-06217

**GULF COAST  
BUSINESS REVIEW**

Published Weekly  
Clearwater, Pinellas County, Florida

COUNTY OF PINELLAS

S.S.

STATE OF FLORIDA

Before the undersigned authority personally appeared Amanda M. Scott who on oath says that he/she is Publisher's Representative of the Gulf Coast Business Review, a weekly newspaper published at Clearwater in Pinellas County, Florida; that the attached copy of advertisement,

being a Notice of Meeting  
in the matter of Public Meeting on June 15, 2010 at 8:30 am

in the \_\_\_\_\_ Court, was published in said newspaper in the  
issues of May 28, 2010

Affiant further says that the said Gulf Coast Business Review is a newspaper published at Clearwater, Pinellas County, Florida, and that said newspaper has heretofore been continuously published and has been entered as periodicals matter at the Post Office in Clearwater in said Pinellas County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

  
Amanda M. Scott

Sworn to and subscribed before me this

28th day of May A.D. 2010,

by Amanda M. Scott, who is personally known to me.

**NOTICE OF MEETING  
BOARD OF TRUSTEES,  
ST. PETERSBURG COLLEGE**

The Board of Trustees of St. Petersburg College will hold a public meeting to which all persons are invited, commencing at 8:30 a.m. on Tuesday, June 15, 2010 at the EpiCenter (Rm. 1-453), 13805 58th Street North, Largo, Florida. The meeting will be held for the purpose of considering routine business of the College; however, there are no rules being presented for adoption or amendment at this meeting.

In the event the Board continues the foregoing meeting and/or in the event of a serious storm, or threat thereof, resulting in cancellation of the foregoing meeting, the same shall be held on June 22, 2010 at the same time and place and for the same purpose.

A copy of the Agenda may be obtained by writing to the Board of Trustees in care of the Board Clerk, P. O. Box 13489, St. Petersburg, Florida, 33733, or calling the Board Clerk at (727) 341-3260.

If any person wishes to appeal a decision made with respect to any matter considered by the Board, he or she will need a record of the proceedings. It is the obligation of such person to ensure that a verbatim record of the proceedings is made. Section 286.0105, Florida Statutes.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the agency five business days before the meeting by contacting the Board Clerk at 727-341-3260. If you are planning to attend the meeting and are hearing impaired, please contact the agency five business days before the meeting by calling 727-791-2422 (V/TTY) or 727-474-1907 (VP).

May 28, 2010

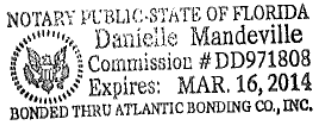
10-06217

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

*Danielle Mandeville*

Danielle Mandeville Notary Public, State of Florida  
(SEAL)



**10-158.** The meeting was convened by the chairman at 8:30 a.m. The invocation was given by Mr. Johnston and was immediately followed by the pledge of allegiance.

**10-159.** In accordance with the Administrative Procedure Act, the following Agenda was prepared:

**AGENDA**

**ST. PETERSBURG COLLEGE BOARD OF TRUSTEES  
TUESDAY, JUNE 15, 2010**

EPICENTER MEETING ROOM (1-453)  
13805 – 58<sup>TH</sup> STREET N.  
LARGO, FLORIDA

**REGULAR MEETING: 8:30 A.M.**

(THIS MEETING IS OPEN TO THE PUBLIC.)

**PLEASE NOTE: Items contained herein are subject to change  
during a Board meeting before final Board action.**

- I. Call to Order
- II. Invocation
- III. Pledge of Allegiance
- IV. Preliminary Matters

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

- A. Presentation of Retirement Resolutions and Motion for Adoption
  - 1. Paula E. Aument, Facilities – Landscape Services, St. Petersburg/Gibbs Campus
  - 2. Ann A. Browne, Purchasing, EpiCenter Services
  - 3. Leneice A. Bryant, Connections, Health Education Center
  - 4. Teddi J. Voytas, Financial Assistance Services, Clearwater Campus
  - 5. Jon W. White, Facilities Planning & Institutional Services, EpiCenter Services
  
- B. Introduction of Employees
  
- C. Recognition of U.S. Green Building Council’s Florida Gulf Coast Chapter Award to St. Petersburg College’s Green Team (*Susan M. Reiter*)
  
- V. Review and Approval of Minutes – Board of Trustees’ Meeting of May 18, 2010
  
- VI. Old Business (items previously considered but not finalized). **NONE**
  
- VII. Report of New Business from the Board Attorney – Joseph H. Lang
  
- VIII. Report of New Business from the General Counsel – Sydney H. McKenzie III
  
- IX. Report of New Business from the President
  - A. BIDS, EXPENDITURES AND CONTRACTS (through Purchasing)**
    - 1. Estimated Utility Expenditures for Fiscal Year 2010-2011 Collegewide
    - 2. Renewal of Agreement for Business Travel Management Services
    - 3. Office Supplies Contract with Educational & Institutional Cooperative Services
  
  - B. OTHER EXPENDITURES AND CONTRACTS**
    - 1. Gregory, Sharer & Stuart, PA – Consultant/Internal Auditing Services
  
  - C. GRANTS/RESTRICTED FUNDS CONTRACTS**

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

1. Application/Acceptance
  - a. U.S. State Department – Montgomery Village Rotary Club Foundation, Inc. (Grantee) and B.A.S.R.A. Prosthetics for Life, Inc. – Subcontract for Services
  - b. Early Learning Coalition of Pinellas County, Inc. – School Readiness Program
  - c. Florida Department of Education – College Reach-Out Program Proposal for 2010-11
2. Amendment(s). **NONE**

**D. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION**

1. Disposition of Surplus or Obsolete Property (Survey #530)
2. Request to Advertise for a Construction Manager at Risk for the Ethics and Social Science Building at the Clearwater Campus
3. Amendment to Lease Agreement between St. Petersburg College and National University of Health Sciences (NUHS) for a Lease of Space at the Health Education Center
4. Master Planning Collegewide

**E. AGENCY BILLINGS**

**F. PERSONNEL**

1. Personnel Report
2. Renewal of College's Stop Loss Policy
3. Annual Contracts 2010-2011
4. Restricted Funds Listing for FY 2010-2011

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5. Adoption of 2010-2011 Salary Schedule

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

**H. CURRICULUM**

1. Credit Curriculum

2. Noncredit Curriculum and Fees

**I. STUDENT TUITION AND FEES REPORT**

X. Other Business – Items of Interest from the Board of Trustees

- Presentation on SPC's Arts Program (*Anne Cooper*)
- Presentation on Upper Division Programs and Accountability Update (*Kay Burniston*)
- Discussion of Proposed Board Presentations

XI. Confirmation of Next Meeting – Scheduled for Tuesday, July 20, 2010, 8:30 a.m. at the EpiCenter, Largo, Florida

XII. Adjournment

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting Tuesday, June 15, 2010, 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) 341-3260.

**\*No packet enclosure**

**10-160.** Chairman Brett welcomed Dr. Bill Law, who shared opening comments and expressed enthusiasm for the opportunity to serve as president of St. Petersburg College. He commended staff for their generous spirit during the first several days of his presidency.

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### **BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**10-161.** Dr. Law presented retirement resolutions for Paula E. Aument, Facilities – Landscape Services, St. Petersburg/Gibbs Campus; Ann A. Browne, Purchasing, EpiCenter Services; Leneice A. Bryant, Connections, Health Education Center; Teddi J. Voytas, Financial Assistance Services, Clearwater Campus; and Jon W. White, Facilities Planning & Institutional Services, EpiCenter Services. Ms. Browne, Ms. Voytas and Mr. White were in attendance and, joined by colleagues and family, received their resolutions as presented by Chairman Brett and Dr. Law. Mr. Burke moved to adopt the resolutions and wished the retirees well. Mr. Brett acknowledged those retirees who were unable to attend. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Brett voted aye; Mr. Burke voted aye; and Mrs. Bilirakis voted aye. Motion carried.

**10-162.** The president called upon Ms. Susan Reiter, Vice President of Facilities Planning & Institutional Services, who recognized the College's receipt of the U.S. Green Building Council's Florida Gulf Coast Chapter Award as "Outstanding Business of the Year." Ms. Reiter introduced Mr. Jason Green, SPC's Sustainability Coordinator, and Dr. Jim Connolly, Director of Corporate Training, and presented the award to Chairman Brett on behalf of the Board. She commended all who contributed to the College's sustainability efforts, noting the award was a result of a full collegewide initiative. Dr. Connolly shared highlights of the College's Corporate Training Program and its involvement with green initiatives.

At the request of Mr. Johnston, Dr. Connolly additionally briefed the Board on the program's self-paced learning initiative, whereby active-duty military receive training that is converted into academic credit, thus generating recurring revenue.

Chairman Brett commended the entire team for its hard work and accomplishments in regard to the College's green initiatives.

Information regarding this item is as follows:

### **U.S. Green Building Council's Florida Gulf Coast Chapter Award**

#### **Synopsis**

St. Petersburg College was named "Outstanding Business of the Year" Thursday, April 22, 2010 by the U.S. Green Building Council's Florida Gulf Coast Chapter, a sustainable building organization whose membership covers 15 counties from Citrus County to Collier County.

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The award recognizes a business that demonstrates a commitment to green building initiatives and a culture of sustainability through the services or products it provides and the way in which it conducts day-to-day operations.

The College was awarded this honor due to the efforts of many, highlighting our overall commitment to environmental sustainability.

Some of the initiatives contributing to this honor include:

- Academic programs dedicated to environmentalism, including an AS in Environmental Science Technology and BAS in Sustainability Management
- 25+ environmentally focused Corporate Training certification and continuing education programs
- Active environmental clubs on four campuses
- The two environmentally friendly buildings (LEED- Gold) on the St. Petersburg/Gibbs and Clearwater Campuses
- College-wide recycling programs
- NM (Natural Science & Math) building solar panel installation – student project
- Energy conservation design criteria for all construction projects, green cleaning, Energy Star, native plant efforts, systems operations to maximize energy savings
- Natural Habitat Park/Environmental Center being constructed on the Seminole Campus

Because of the credibility that this award provides, the College has the opportunity to offer the leadership needed to help guide the students, staff and community to a more sustainable future.

**10-163.** The minutes of the Regular Meeting of the Board of Trustees of St. Petersburg College for May 18, 2010 were presented by the chairman for approval. Mrs. Bilirakis moved approval of the minutes as submitted. Mr. Johnston seconded the motion.

Mr. Johnston commended Mr. Burke on previous comments, which were reflected in the minutes, including those regarding (1) student support expense allocation from auxiliary

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funds; (2) \$20 voucher per student versus per book; and (3) museum support, and sought future follow-up. Additionally, Mr. Johnston asked that future reference to the College's operating budget as a "picture frame" be discontinued since it is not a true accounting term.

Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Brett voted aye; Mr. Burke voted aye; and Mrs. Bilirakis voted aye. Motion carried.

**10-164.** Chairman Brett requested a report of any new business from the Board Attorney. Mr. Lang reported that the president's contract was signed on June 1, 2010 by both the College and Dr. Law. He commended the professional assistance rendered by General Counsel Syd McKenzie, Dr. Law's attorney Randy Hanna, and by Tracey Jaensch of Ford & Harrison. The Board requested copies of the signed contract, which Mr. McKenzie agreed to provide. Mr. Lang noted that all Board-requested changes were incorporated into the final contract.

**10-165.** Chairman Brett requested a report of any new business from the General Counsel, Mr. Syd McKenzie, who stated there was no report.

**10-166.** The Board considered Items IX-A.1-A.3 under Bids, Expenditures and Contracts (through Purchasing); Item IX-B.1 under Other Expenditures and Contracts; Items C.1a-C.1c under Grants/Restricted Contracts; Items IX-D.1-D.4 under Capital Outlay, Maintenance, Renovation, and Construction; Item IX-E, Agency Billings; and Items IX-F.1-F.5 under Personnel. Mr. Burke moved approval. Mrs. Bilirakis seconded the motion.

In regard to Item IX-B.1, Mr. Burke noted that Gregory, Sharer & Stuart, PA is an external firm and not technically an internal auditor. He requested that future internal audits be sent directly to the Board from the auditing firm, which he said is generally proper accounting procedure with items of this nature. He noted he had inquired about the expense involved in the accounting services and found it was not a significant amount.

In addition, Mr. Burke sought further information in regard to Item IX-C.1c, College Reach-Out Program (CROP), specifically how many kids are involved in the program, what is the cost per student involved, and how is the success of the program measured. Dr. Karen White, St. Petersburg/Gibbs Campus Provost, responded accordingly, noting that the annual CROP reports include a certain amount of student tracking. With the Chairman's consent, Dr. Law agreed to provide further, more structured information at the July Board meeting after review and confirmed the Board's approval would still be sought at today's meeting. Mr. Gibbons additionally asked that the report include how the program is set up in regard to staffing in order to determine if too much is being spent on overhead.



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Mr. Johnston agreed with Mr. Burke's prior comments on the internal audit reports and noted it was a prior practice when he served as internal auditor to send reports directly to the Board chair as the auditor's employer.

In regard to Item IX-C.1a, Mr. Burke commended the College's initiative on the Rotary Club grant opportunity and sought further explanation. Dr. Law introduced Ms. Denise Kerwin, Director of Continuing Education Health, who explained the grant and commented on how it came about and those involved. Mr. Burke suggested the *Chronicle of Higher Education*, as well as the local newspaper, might be interested in this story. Dr. Law agreed to follow up.

In regard to Item IX-D.3, Mr. Johnston inquired as to the lease of space by the National University of Health Sciences (NUHS) and the benefit received by the College. Dr. Phil Nicotera, Campus Executive Officer of the Health Education Center, responded as to tangible benefits received.

Mr. Johnston commented on Item IX-D.4, Collegewide Master Plan, which he highly recommended as an excellent idea for a long-term facilities plan. Mr. Gibbons asked staff to additionally look at property adjacent to Midtown and consider the site's expansion as part of the master plan process.

Lastly, Mr. Burke asked that future construction Board memos include information on the funding source. Dr. Law clarified revenue sources associated with the Clearwater Campus Ethics and Social Science Building, noting he would better be able to determine which sources are used for this project within the next 30-60 days. Additionally, Mr. Burke expressed appreciation for including adjunct faculty pay raises in the recommended salary package, even though this was not discussed at the Board's last meeting.

In regard to Item IX-F.1, Personnel Report, Mr. Johnston clarified, based on legal counsel, that no conflict of interest exists with his spouse's inclusion in the report due to it being a termination of a temporary funding source and of no personal benefit.

Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Brett voted aye; Mr. Burke voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding these items is as follows (*Salary Schedule included as Attachment A- 10-166*):

Board Material Relating to  
Agenda Item IX-A.1  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Estimated Utility Expenditures for Fiscal Year 2010-2011 Collegewide**

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The actual expenditures for utilities for the YTD (Year to Date) Fiscal Year are shown below in Column 1. This is through April 30, 2010. **The Board is requested to authorize the payment of actual invoices, plus any applicable taxes and fees except stormwater, to the respective entity for utility services for the period July 1, 2010 through June 30, 2011, without further Board approval, to include as appropriate any future properties or equipment that may come online for utility expenditures.**

**Additional Information:**

Items 1-15 in Column 1 reflect actual expenditures through April 30, 2010. Column 2 is the projection for the entire '09-'10 year using the first 10 month's expenditures to project the year's total. Column 3 represents the estimated amount for the '10-'11 year based upon the research by each area.

Utility	(1) Actual YTD Expenditure 7/1/09-4/30/10	(2) Estimated Expenditure 7/1/09-6/30/10	(3) Estimated Expenditure 7/1/10-6/30/11	(4) Difference	(5) Increase
1. Progress Energy Florida, Inc. - electricity	\$ 4,031,532	\$ 5,025,300	\$ 5,062,333	\$ 37,033	1%
2. TECO/Peoples Gas Systems - natural gas	\$ 181,136	\$ 240,640	\$ 240,640	\$ 0	0%
3. Pinellas County - water, sewer, garbage	\$ 96,379	\$ 110,197	\$ 111,009	\$ 812	1%
4. City of St. Petersburg - water, sewer, garbage	\$ 115,665	\$ 137,755	\$ 137,755	\$ 0	0%
5. City of Clearwater - utilities	\$ 178,788	\$ 215,082	\$ 216,667	\$ 1,585	1%
6. City of Pinellas Park - water & garbage	\$ 64,203	\$ 71,603	\$ 71,603	\$ 0	0%
7. City of Tarpon Springs - water	\$ 4,515	\$ 5,421	\$ 5,461	\$ 40	1%
8. City of Largo	\$ 15,243	\$ 18,199	\$ 18,199	\$ 0	0%
9. Waste Management of Pinellas County - garbage	\$ 14,315	\$ 17,185	\$ 17,312	\$ 127	1%
10. Waste Services	\$ 557	\$ 557	\$ 561	\$ 4	1%
11. Petroleum Fuel - College wide	\$ 47,927	\$ 55,384	\$ 56,000	\$ 554	1%
12. Verizon – telephones*	\$ 227,780	\$ 273,335	\$ 101,064	\$(172,271)	-63%
13. Fla. Dept. Management Service - telephones	\$ 16,782	\$ 20,139	\$ 20,139	\$ 0	0%
14. Time Warner Communications	\$ 349,029	\$ 418,435	\$ 486,199	\$ 67,364	16%
15. Bright House Networks***	\$ 2,428	\$ 2,913	\$ 2,581	\$ (332)	11%
	\$ 5,346,280	\$ 6,612,145	\$ 6,547,523	\$ (65,084)	

Fiscal 2011 reflects a one percent increase in cost for all affected utilities based on the additional air conditioned square footage of the Olympia building. (Scheduled completion date is December 2010.)

\*Change in phone service provider from Verizon to TW Communications. The “net” savings of the move from Verizon to TW Communications is estimated at approximately \$104K.

William D. Law, Jr., President; Susan M. Reiter, Vice President, Facilities Planning & Institutional Services; and Jim Waechter, Director, Facilities Services, recommends approval of Items 1-11. Doug

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Duncan, Senior Vice President, Administration/Business & Information Services, recommends approval of Items 12-15.

ps0608106

Board Material Relating to  
Agenda Item IX-A.2  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Renewal of Agreement for Business Travel Management Services**

Background: In 2007, through a sealed bid Request for Proposal process, the College awarded the contract for business travel management services to Automobile Club of Missouri/AAA Auto Club South. The contract calls for fees ranging from \$13 for online air travel ticket booking to \$23 for utilizing a travel consultant. While the previous service provider (Carlson Wagonlit) quoted fees of \$3 less for the same services, the decision was made to award the contract to AAA believing that their online booking system (Cliqbook) was more user-friendly and additional "lowest fare guarantee" would outweigh the \$3. The latest data (through April 30, 2010) indicates we are now booking over 82% of our travel reservations online vs. the previous vendor where we were at 2%. Total Services fees year-to-date are at \$10,436, or a reduction of 18.3%, vs. the prior year's same period. This request is for the fourth 1-year renewal, leaving one remaining year available (2011-2012).

**Authorization is sought to renew the contract with AAA Auto Club South for Business Travel Management Services for the period of July 1, 2010 through June 30, 2011.**

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William D. Law, Jr., President; Doug Duncan, Senior Vice President, Administration/Business & Information Services; Theresa Furnas, Associate Vice President, Financial and Business Services; and Paul Spinelli, Director of Procurement and Asset Management, recommend approval.

ps0608105

Board Material Relating to  
Agenda Item IX-A.3  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
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**Office Supplies Contract with Educational & Institutional Cooperative Services**

**Authorization is requested to continue to utilize the Educational & Institutional Cooperative Services, Inc. (E&I) competitively bid office supplies systems contract with Office Max Office Products through July 1, 2010. The current agreement is being extended from June 20, 2010.** The new competitively bid agreement with Office Max (through E&I) commences on July 1, 2010 with a projected initial term of 3 to 5 years. The new pricing discounts will be better than our current agreement. **In addition, authorization is requested for the authority to purchase as needed from the office supplies permitted by this contract.**

State Board of Education Rule 6A-14.0734 (2) (c) and Board of Trustees' Rule 6Hx23-5.12 VIII-D allows purchases "...at the unit or contract prices established through competitive solicitations by any unit of government established by law or non-profit buying cooperatives." The College is a member of E&I (a non-profit buying group) and its mother organization, the National Association of Educational Buyers (NAEB).

The College purchased \$309,124 in office supplies from Office Max for the year ending June 30, 2009. For the current fiscal year, we project a total expenditure of approximately \$295,000 by June 30, 2010, representing a 4.6% reduction.

William D. Law, Jr., President; Doug Duncan, Senior Vice President Administration/Business & Information Services; Theresa Furnas, Associate Vice President Financial and Business Services; and Paul Spinelli, Director of Procurement and Asset Management, recommend approval.

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ps0608103

Board Meeting Relating to  
Agenda Item: IX-B.1  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Gregory, Sharer & Stuart, PA  
Consultant/Internal Auditing Services**

**Approval is sought, for an Agreement to continue and extend the agreement with Gregory, Sharer & Stuart, to serve as consultant/internal auditor and provide certain accounting services.** The College may also use the services of Gregory, Sharer & Stuart, from time-to-time, for advice regarding prospective donors to the College and/or the Foundation/Museum. The agreement will be for an annual period commencing July 1, 2010 and continuing through June 30, 2011.

Gregory, Sharer & Stuart's fee schedule for services provided during the contract period will be as follows:

<u>Staff Classification</u>	<u>Hourly Rate</u>
Shareholder	\$270
Senior Manager	\$175-225
Manager	\$135
Senior	\$100-120
Staff (including clerical)	\$70-95

The fees to be paid under this Agreement will be paid on an hourly basis for services provided together with out-of-pocket expenses. Based on the foregoing, it is estimated that the cost to the College for this fiscal year will not exceed \$30,000.

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The process used to select Gregory, Sharer & Stuart meets the intent of State Board of Education Rule 6A-14.0734.

William D. Law, Jr., President; Doug Duncan, Senior Vice President, Administration/Business & Information Services; and Theresa Furnas, Associate Vice President, Financial and Business Services, recommend approval.

tf0608103

Board Material Relating to  
Agenda Item IX-C.1a  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
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**U.S. State Department - Montgomery Village Rotary Club Foundation, Inc. (Grantee) and  
B.A.S.R.A. Prosthetics for Life, Inc.—Subcontract for Services**

**Confirmation is sought for a Memorandum of Understanding (MOU), entered into subject to Board of Trustees' approval, whereby the College will participate as a subcontractor with B.A.S.R.A. Prosthetics for Life, Inc. (BASRA) to provide services associated with the Basra Grant Project.** The MOU between the College and BASRA includes funding in the amount of \$113,981, which will be used to provide the services through SPC's Continuing Education Program. The funding period for the MOU (delivery dates for all programs) began June 4, 2010 and will continue through June 3, 2011. See attached Information Summary for additional information. **Permission is sought to accept funding under this grant project.**

**Background:** Montgomery Village Rotary Club Foundation, Inc. was awarded a grant from the U.S. State Department to provide training and equipment support for the Basara Clinic in Iraq. Montgomery Village selected BASRA to provide such services and the College was asked to participate as a subcontractor to provide expertise in the area of prosthetic and orthotic continuing education.

Specifically, through the College's Continuing Education Program, the College proposes to develop and deliver advanced prosthetic and orthotic continuing education in the U.S. for Basra Clinic staff consisting of two physicians and two technicians/bench men. The training will be conducted at the College in the Summer of 2010 or the Fall of 2010-11. The clinic staff will take the knowledge learned back to Iraq and as a result improve the level of care provided to prosthetic patients. It is also anticipated that the Basra Clinic may be able to expand its area of

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reach and open satellite facilities, thus increasing the number of persons receiving prosthetic care. In addition, the College will provide materials, lab facilities and field trips to introduce, describe and demonstrate innovations in 21<sup>st</sup> century prosthetics and orthotics.

Proposed estimates for use of the funding in the amount of \$113,981 are as follows: Subject Matter Expert Instructor Fees (\$33,400); Development, Oversight and Customization of Curriculum (\$49,500); Course Materials and Disposable Lab Materials (\$10,102); Classroom and Laboratory Rental Fees (\$14,779); and Florida Scientific Symposium (\$6,200). There is no cash or in-kind match required.

William D. Law, Jr., President; Stan Vittetoe, Provost, Clearwater Campus & Vice President, Workforce and Continuing Education; and Denise Kerwin, Director, Continuing Education Health Program, recommend approval.

Attachment

dk:sov0608103

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

<b>Date of BOT Meeting:</b>	June 15, 2010
<b>Funding Agency or Organization:</b>	U.S. State Department to Montgomery Village Rotary Club Foundation, Inc. (Grantee) to B.A.S.R.A. Prosthetics for Life, Inc.
<b>Name of Competition/Project:</b>	Basra Prosthetic Clinic in Iraq
<b>SPC Application or Sub-Contract:</b>	Subcontract
<b>Grant/Contract Time Period</b>	<b>Start:</b> June 4, 2010 <b>End:</b> June 3, 2011
<b>Cabinet Member:</b>	Stan Vittetoe
<b>Manager:</b>	Denise Kerwin

**FOCUS OF PROPOSAL:**

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Through the College's Continuing Education Program, the College proposes to develop and deliver advanced prosthetic and orthotic continuing education in the U.S. for Basra Clinic staff consisting of two physicians and two technicians/bench men. The training will be conducted at the College in the Summer of 2010 or the Fall of 2010-11. The clinic staff will take the knowledge learned back to Iraq and as a result improve the level of care provided to prosthetic patients. It is also anticipated that the Basra Clinic may be able to expand its area of reach and open satellite facilities, thus increasing the number of persons receiving prosthetic care. In addition, the College will provide materials, lab facilities and field trips to introduce, describe and demonstrate innovations in 21<sup>st</sup> century prosthetics and orthotics.

Proposed estimates for use of the funding in the amount of \$113,981 are as follows: Subject Matter Expert Instructor Fees (\$33,400); Development, Oversight and Customization of Curriculum (\$49,500); Course Materials and Disposable Lab Materials (\$10,102); Classroom and Laboratory Rental Fees (\$14,779); and Florida Scientific Symposium (\$6,200). There is no cash or in-kind match required.

**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.)

<u>Category</u>	<u>Total</u>
Subject Matter Expert Instructor Fees	\$ 33,400
Development, Oversight/Customization of Curriculum	\$ 49,500
Course Materials, Disposable Lab Materials	\$ 10,102
Classroom and Laboratory Rental Fees	\$ 14,779
Florida Scientific Symposium	<u>\$ 6,200</u>
TOTAL	\$113,981

**FUNDING**

<i>Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)</i>	\$113,981
<i>Total amount from funder:</i>	\$113,981
<i>Amount/value of match:</i>	Cash: N/A
	In-kind: N/A



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*Required match or cost sharing:* No X Yes

*Voluntary match or cost sharing:* No X Yes

*Source of match/cost sharing:* N/A

**RECOVERABLE BENEFITS BEYOND GRANT FOCUS (ABOVE)**

*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* Yes

*Other* N/A

**COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED**

*College Goal:* F. Strengthen the College's identity as a vital resource and collaborative partner with the local community, nationally and globally, with an emphasis on academic excellence, economic development and targeted leadership and/or social initiatives.

*Institutional Initiative:* 1. Expand marketing of programs college-wide and activities to the community to achieve enrollment growth objectives for College programming and to showcase business development services as well as other academic credit and noncredit programs.

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Board Material Relating to  
Agenda Item IX-C.1b  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Early Learning Coalition of Pinellas County, Inc.—School Readiness Program**

**Confirmation is sought for a grant proposal, submitted subject to Board of Trustees' approval, to the Early Learning Coalition of Pinellas County, Inc. whereby the College will deliver School Readiness services through its College for Kids Program.** The funding period for this grant is anticipated to commence June 10, 2010 and continue through August 23, 2010. The College anticipates reimbursement for its services in an amount up to \$15,000. **Approval is sought to accept funding and enter into any necessary contractual agreement(s), if awarded.**

**Background:** The Early Learning Coalition of Pinellas County, Inc. (Coalition) is a not-for-profit planning and funding agency focused on early care and education of children. The goal of the Coalition is to prepare all children to enter kindergarten ready to succeed. The Coalition also supports school-age children in continuing academic achievement. The Coalition reimburses child care providers who provide quality early education and care services in Pinellas County for children of families who meet Coalition eligibility and enrollment requirements.

The College for Kids Program will offer its services to children of families referred by the Coalition. The services will include summer educational and character development instruction to eligible participants. It is anticipated that the reimbursement to the College from the Coalition will be used as follows: Instructional Management (\$7,500) and Adjunct Instruction (\$7,500). See attached Information Summary for additional information.

William D. Law, Jr., President; Stan Vittetoe, Provost, Clearwater Campus & Vice President, Workforce and Continuing Education; and James Connolly, Director, Corporate Training Services & EpiCenter, recommend approval.

Attachment

co:jc0608103

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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

**Date of BOT Meeting:** June 15, 2010

**Funding Agency or Organization:** Early Learning Coalition of Pinellas County, Inc.

**Name of Competition/Project:** School Readiness Program

**SPC Application or Sub-Contract:** Direct Applicant

**Grant/Contract Time Period** **Start:** June 10, 2010 **End:** August 23, 2012

**Cabinet Member:** Stan Vittetoe

**Manager:** James Connolly

**FOCUS OF PROPOSAL:**

St. Petersburg College's College for Kids Program will provide quality early education and care services in Pinellas County for children of families who meet the eligibility and enrollment requirements of the Early Learning Coalition of Pinellas County, Inc. (Coalition). The College for Kids Program will provide summer educational and character development instruction to community children who are on childcare assistance and are referred to SPC by the Coalition. The College will maintain records of attendance and submit necessary information to the Coalition for reimbursement.

**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.)

<u>Category</u>	<u>Total</u>
Instructional Management	\$ 7,500
Adjunct Instruction	<u>\$ 7,500</u>
TOTAL	\$15,000

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**FUNDING**

<i>Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)</i>	\$15,000		
<i>Total amount from funder:</i>	\$15,000		
<i>Amount/value of match:</i>	Cash:		N/A
	In-kind:		N/A
<i>Required match or cost sharing:</i>	No	X	Yes
<i>Voluntary match or cost sharing:</i>	No	X	Yes
<i>Source of match/cost sharing:</i>	N/A		

**RECOVERABLE BENEFITS BEYOND GRANT FOCUS (ABOVE)**

<i>Negotiated indirect cost</i>	N/A
<i>(Fixed) administrative fee</i>	N/A
<i>Software/materials</i>	N/A
<i>Equipment</i>	N/A
<i>Services</i>	N/A
<i>Staff Training</i>	N/A
<i>FTE</i>	N/A
<i>Other</i>	N/A

**COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED**

<i>College Goal:</i>	II. To offer College for Kids Program throughout Pinellas County including children who qualify for assistance as determined by the Early Learning Coalition.
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*Institutional Initiative:*

- A. Improve the “year over year” offerings of the College for Kids Program to attract more students to the Program and maintain the College for Kids status as the premier summer program for school-aged children.

Board Material Relating to  
Agenda Item IX-C.1c  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Florida Department of Education  
College Reach-Out Program Proposal for 2010-11**

**Confirmation is sought for a grant proposal that was submitted, subject to Board of Trustees’ approval, to the Florida Department of Education to continue to provide services for the 2010-11 College Reach-Out Program (CROP). Approval is sought to accept funding and enter into any necessary contractual agreements, if awarded**

The Tampa Bay Consortium, now in its 18th year, consists of the University of South Florida; Hillsborough Community College; State College of Florida, Manatee-Sarasota; and St. Petersburg College. St. Petersburg College serves as the fiscal and tracking agent for the Consortium and oversees the entire funding awarded the Consortium. The Consortium has applied for \$595,173 for 2010-11. St. Petersburg College’s portion of the request is \$150,548. See attached Information Summary for additional information.

The Consortium will use the funds to provide support and academic services to low income, educationally disadvantaged students in grades 6-12. CROP’s goal is

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

to increase the number of such students, particularly minorities, who will qualify for and complete postsecondary education. Participants' academic records will be reviewed in order to identify areas of academic need. Students with deficiencies in basic skills will be referred to appropriate school services and/or be provided assistance through CROP's after school, in-school and other program activities. Other educational services available to participants include the following: sessions on study and test-taking skills; academic and career counseling; reading comprehension; math and science instruction; and cultural exposure and leadership training.

The major events of CROP include further developing a community-based site in the Midtown Achievement Center and recruitment of program participants into Dual Enrollment classes by conducting information sessions through Career Day

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Meeting: June 15, 2010

Page 2

activities. Career Day activities provide students with information about careers and the postsecondary education necessary to enter those career areas. In addition, students participate in a countywide Job Shadow Day with community businesses and agencies. The Residential Program, which is held at a university in the State of Florida, provides participating high school students the opportunity to experience college life, to work as part of a team and use technologies to research and make presentations on a pre-selected topic.

Students can also participate in a variety of educational field trips, e.g., to postsecondary institutions, museums, ethnic festivals, etc. A summer enrichment program is conducted to focus on student college preparation and career planning. Parents regularly receive information about CROP-related activities and are encouraged to continue or complete their own education.

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The College's award of \$150,548 will pay for a portion of personnel salaries and fringe benefits; travel; program related office/operational expenses and other expenses.

The College is required to match 50% of the total amount awarded to SPC, i.e. 50% of \$150,548 or \$75,274. The cash match requirement is satisfied with the combination of \$64,222 in institutional cash match and \$11,052 in other salary related cash contributions. Additionally, the College will also provide in-kind contributions in the amount of \$44,805.

William D. Law, Jr., President; Karen Kaufman White, Provost, St. Petersburg/Gibbs Campus; and Linda L. Hogans, Director, Office of Special Programs, recommend approval.

Attachment

lh0608104

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

<b>Date of BOT Meeting:</b>	June 15, 2010
<b>Funding Agency or Organization:</b>	Florida Department of Education
<b>Name of Competition/Project:</b>	College Reach-Out Program
<b>SPC Application or Sub-Contract:</b>	SPC Direct Applicant
<b>Grant/Contract Time Period</b>	<b>Start:</b> September 1, 2010 <b>End:</b> August 31, 2011
<b>Cabinet Member:</b>	Karen Kaufman White
<b>Manager:</b>	Linda L. Hogans

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**FOCUS OF PROPOSAL:**

The College Reach-Out Program is a consortium of Hillsborough Community College, State College of Florida Manatee Sarasota, University of South Florida, with St. Petersburg College serving as fiscal agent, that provides academic support services and enrichment programs to middle and high school students who have the potential to complete college, but may not have the skills and/or knowledge necessary to do so without additional support.

**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 w/benefits	\$112,461
Travel	15,480
Supplies/Materials	8,500
Contractual	200
Other	13,907
Indirect Cost	<u>0</u>
Total	\$150,548

**FUNDING**

*Total proposal budget:*  
*(includes amount requested from funder,*  
*cash, other salary contributions, and in-kind matches)*     \$270,627

*Total amount from funder:*     \$150,548 (SPC's Portion of Consortium  
*Request)*  
\$595,173 (Total Consortium Request)

*Amount/value of match*     :     Cash:     \$64,222  
Other Salary Contributions: \$11,052  
In-kind:     \$44,805

*Required match or cost sharing:*     No     Yes     X

*Voluntary match or cost sharing:*     No     Yes     X

*Source of match/cost sharing:*     Staff and Program Development funds, other college programs, and SPC Development Foundation scholarships for cash; percent of



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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

	time for personnel and usage of SPC facilities for in-kind.
<i>Negotiated indirect cost</i>	SPC will not recover indirect costs.
<i>(Fixed) administrative fee</i>	N/A
<i>Software/materials</i>	N/A
<i>Equipment</i>	N/A
<i>Services</i>	N/A
<i>Staff Training</i>	N/A
<i>FTE</i>	Future FTE of new and retained students.
<i>Other</i>	N/A

**COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED**

Goal II: Maintain the "open door" by providing opportunities for under-prepared students to achieve college entry-level skills through college preparatory programs and services.

Institutional Initiative: Increase the percentage of recent minority high school graduates attending college.

Board Material Relating to  
Agenda Item IX-D.1  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Disposition of Surplus or Obsolete Property (Survey # 530)**

The items of tangible personal property that follow have been declared as surplus or obsolete and are of no further economical use to the College. Regarding the retirement of desktop computers,

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

the College's Technology Oversight Group (TOG) recommends that any desktop computer comparable to or older than the Dell GX270 model be moved to surplus. Any laptop computer comparable to or older than the Dell D800 model, or any C series (or comparable) should be moved to surplus. These older computers do not efficiently support the Windows 2000 and beyond operating systems and application suites.

**Pursuant to Board of Trustees Rule 6Hx23-5.13 (IV), the Property Survey Committee requests authorization to sell or otherwise dispose of this property in the manner prescribed by Chapter 274, Florida Statutes.**

Tag Number	Description	Acquisition Date	Condition	Sum Amount
16017	Laptop Computer:Dell Latitude	11/9/1999	Obsolete	\$2,672.00
20817	Laptop Computer:Dell Latitude	11/1/2001	Obsolete	\$2,078.50
23303	Computer: Dell GX260 T	9/10/2002	Obsolete	\$1,655.41
24005	Computer: Dell GX260T	1/27/2003	Obsolete	\$1,424.41
25243	Computer:Dell GX260T	6/16/2003	Obsolete	\$1,220.00
25244	Computer:Dell GX260T	6/16/2003	Obsolete	\$1,220.00
25245	Computer:Dell GX260T	6/16/2003	Obsolete	\$1,220.00
25327	Computer:Dell GX260S	6/20/2003	Obsolete	\$1,361.00
26339	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26341	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26342	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26343	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26345	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26346	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26348	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26349	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26350	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26351	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26354	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26355	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26361	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26362	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26363	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00

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26364	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26365	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26366	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26367	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26369	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26373	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26386	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
26389	Computer:Dell GX260S	6/25/2003	Obsolete	\$1,369.00
28774	Laptop Computer:Dell Latitude	3/24/2005	Obsolete	\$1,420.04
			TOTAL:	\$45,758.36

The following list consists of equipment/furniture or supplies valued at less than \$1,000 individually, which are not accounted for on the property inventory. These items have also been declared surplus.

Miscellaneous Chairs, Tables and Furniture

Miscellaneous Computer & Telephone Parts

Miscellaneous Custodial Equipment

Miscellaneous Scientific, Medical, Exercise, Classroom and Kitchen Equipment

William D. Law, Jr., President; Susan Reiter, Vice President, Facilities Planning & Institutional Services; Conferlete Carney, Provost, Tarpon Springs Campus; Paul Spinelli, Director of Purchasing; Daya Pendharkar, Associate Vice President of Information Systems; and Doug Duncan, Vice President, Administrative/Business Services & Information Systems, recommend approval.

djh0608103

Board Material Relating to  
Agenda Item IX-D.2  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**Request to Advertise for a Construction Manager at Risk for  
the Ethics and Social Science Building at the Clearwater Campus**

At its May 18, 2010 meeting, in the Annual Capital Outlay Budget and Operating Budget and Auxiliary Fund Budget Board Memo (Agenda Item IX-L), the Board of Trustees authorized the College to advertise for and to recommend firms to the Board, ranked in preference, for projects following the selection process as provided for in Florida Statute 287.055, under the Consultants' Competitive Negotiations Act.

Funding is in place for the new Ethics and Social Science Building at the Clearwater Campus. The architect, Harvard Jolly Architecture, was recommended and approved at the May 18, 2010, board meeting. We have started preliminary design discussions and have completed the Educational Specifications. Selection of the Construction Manager at Risk is the next step in the process of this project.

**Authorization is sought to advertise for Construction Manager at Risk for the Ethics and Social Science Building at Clearwater Campus and related projects.**

William D. Law, Jr., President; Susan Reiter, Vice President, Facilities Planning & Institutional Services, recommend approval.

mdc0609104

Board Material Relating to  
Agenda Item IX-D.3  
Meeting: June 15, 2010

**Amendment to Lease Agreement between St. Petersburg College  
and National University of Health Sciences—Lease  
of Space at the Health Education Center**

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

On April 21, 2009, the Board approved entering into a lease agreement between St. Petersburg College and the National University of Health Sciences (NUHS) for a portion of the first floor of the Bankers Insurance Group Orthotics and Prosthetics Building (O&P Building) at the Health Education Center. The lease was for the period of May 11, 2009 through May 10, 2010. Subsequently, the Board approved an amendment to the lease to extend the term through May 10, 2011 as well as increase operating fees (See March Board memo attached.)

**Approval is now sought to further amend this lease agreement to incorporate Room OP122 Anatomy Lab (727 Square Feet of Space utilized 90% of the time by NUHS) into the lease agreement for the same terms and conditions of the current agreement except for the total annual lease revenue detailed below.** This term of this amendment covers the period commencing May 11, 2010 through May 10, 2011. The lease agreement may be extended for consecutive one (1) year terms upon mutual agreement of the parties. The details of the Total Annual Lease Revenue are noted below:

Base Rent	\$ 1.00
Exclusive Use Space (942 sf x \$7.14)	\$ 6,725.88
Concurrent Use Space (432 sf x \$3.57)	\$ 1,542.24
OP122 – 90% Use by NUHS (727 sf x \$6.43)	\$ 4,674.61
<b>Total Annual Lease Revenue:</b>	<b>\$ 12,943.73</b>

The amendment to the lease agreement is being provided to the Board as required by Florida Statutes, Chapter 1013.15 Lease, rental, and lease-purchase of educational facilities and sites, Section (1):

Prior to entering into or executing any such lease, a board shall consider approval of the lease or lease-purchase agreement at a public meeting, at which a copy of the proposed agreement in its final form shall be available for inspection and review by the public, after due notice as required by law.

William D. Law, Jr., President; Susan M. Reiter, Vice President, Facilities Planning and Institutional Services; Kay Burniston, Vice President, Baccalaureate Programs & University Partnerships; and Catherine Kennedy, Associate Vice President, University Partnership Center, recommend approval.

Attachments

mdc0608104

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Board Material Relating to  
Agenda Item IX-D.3  
Meeting: March 16, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Amendment to Lease Agreement between St. Petersburg College  
and National University of Health Sciences (NUHS) for a Lease  
of Space at the Health Education Center**

The Board previously approved a lease agreement between St. Petersburg College and the National University of Health Sciences (NUHS) for a portion of the first floor of the Bankers Insurance Group Orthotics and Prosthetics Building (O&P Building) located at the Health Education Center on April 21, 2009.

Approval is sought to extend this lease agreement for an additional one (1) year term on the same terms and conditions of the original agreement except for the operating fee, which is being increased to match the current State-mandated Standard for Operation of Community College rates. The operating fee will be increased to \$7.14 per square foot (previously \$7.05) for Exclusive Use space and \$3.57 (previously \$3.52) per square foot for Concurrent Use space. The details of the Total Annual Lease Revenue are noted below:

Base Rent	\$ 1.00
Exclusive Use Space (942 sf x \$7.14)	\$ 7,625.88
Concurrent Use Space (432 sf x \$3.57)	\$ 1,542.24
<b>Total Annual Lease Revenue:</b>	<b>\$ 8,269.12</b>

The lease agreement amendment is being provided to the Board as required by Florida Statutes, Chapter 1013.15 Lease, rental, and lease-purchase of educational facilities and sites, Section (1):

Prior to entering into or executing any such lease, a board shall consider approval of the lease or lease-purchase agreement at a public meeting, at which a copy of the proposed agreement in its final form shall be available for inspection and review by the public, after due notice as required by law.

Thomas E. Furlong Jr., President; Susan M. Reiter, Vice President, Facilities Planning and Institutional Services; and Catherine Kennedy, Associate Vice President, University Partnership Center, recommend approval.

mdc0302102

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**SECOND AMENDMENT  
TO LEASE AGREEMENT  
NATIONAL UNIVERSITY OF HEALTH SCIENCES  
AND  
ST. PETERSBURG COLLEGE**

THIS SECOND AMENDMENT is entered into this \_\_\_\_ day of June, 2010, by and between the Board of Trustees of St. Petersburg College, a Florida public body corporate, whose mailing address is P.O. Box 13489, St. Petersburg, Florida 33733, (hereinafter, the “College”) and the National University of Health Sciences, an Illinois non-profit corporation, whose principal address is 200 E Roosevelt Road, Lombard, IL, 60148 (hereinafter, the “NUHS”).

**WITNESSETH:**

**WHEREAS**, The College and NUHS did enter into that certain Lease Agreement dated April 28, 2009, whereby the College leased to NUHS a portion of the College’s property located at 7200 66<sup>th</sup> St. N, Pinellas Park, FL, 33781, in the Bankers Insurance Group Orthotics and Prosthetics Building (O&P Building) of the Health Education Center (the “Agreement”), and

**WHEREAS**, The College and NUHS did further enter into that certain First Amendment to Lease Agreement effective May 11, 2010, extending the terms of such Lease Agreement for an additional year to May 10, 2011, and

**WHEREAS**, NUHS and the College desire to include and incorporate Room OP122, known as the Anatomy Lab, of the Bankers Insurance Group Orthotics and Prosthetics Building (O&P Building) into this Lease Agreement, and

**WHEREAS**, unless otherwise specifically stated in this Second Amendment to the contrary, the terms and definitions used herein shall have the same meaning as set forth in the Lease Agreement;

**NOW, THEREFORE**, in consideration of the premises and one dollar and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties further agree as follows:

1. The recitals are true and correct and are incorporated herein by reference.

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

2. The Leased Premises is hereby increased to include and incorporate Room OP122, Anatomy Lab, of the O & P Building at the Health Education Center, a space totaling 727 square feet, to which a rental fee calculated upon 90% usage (\$6.43 per square foot) shall be charged and equaling \$4,674.61 annually. A Floor Plan indicating the concurrent and exclusive use of the leased space by NUHS and the College is attached as Exhibit "A".
  
3. The Operating Fee for the Leased Premises is hereby increased by \$4,674.61, to total \$12,943.73 annually. The Operating Fee will be paid in four quarterly installments during the term as follows: \$3,235.93 on May 11<sup>th</sup>, August 11<sup>th</sup>, November 11<sup>th</sup>, and \$3,235.94 on February 11<sup>th</sup>. The Operating Fee increase is attributable to the addition of 727 square feet to be charge at a rate of 90% usage at \$6.43 per square foot. The difference between the quarterly installment due May 11, 2010, under the First Amendment to this Lease Agreement and the increased amount due under this Second Amendment for the first quarterly installment is currently owed and payable.

All other terms and conditions of the Agreement and its Amendments shall remain in full force and effect except as specifically modified herein. If any of the provisions of this Second Amendment conflict with any terms of the Agreement, the provisions of the Second Amendment shall govern and control.

IN WITNESS WHEREOF, the parties have executed this Second Amendment as of the dates indicated below.

**COLLEGE:**

Board of Trustees of St. Petersburg College

Witnesses as to the College:

By: \_\_\_\_\_

By: \_\_\_\_\_

Thomas E. Furlong, Jr., President  
and Secretary to the Board of  
Trustees of St. Petersburg College

Name: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

**NUHS:**

National University of Health Sciences

Witnesses as to the NUHS:

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_



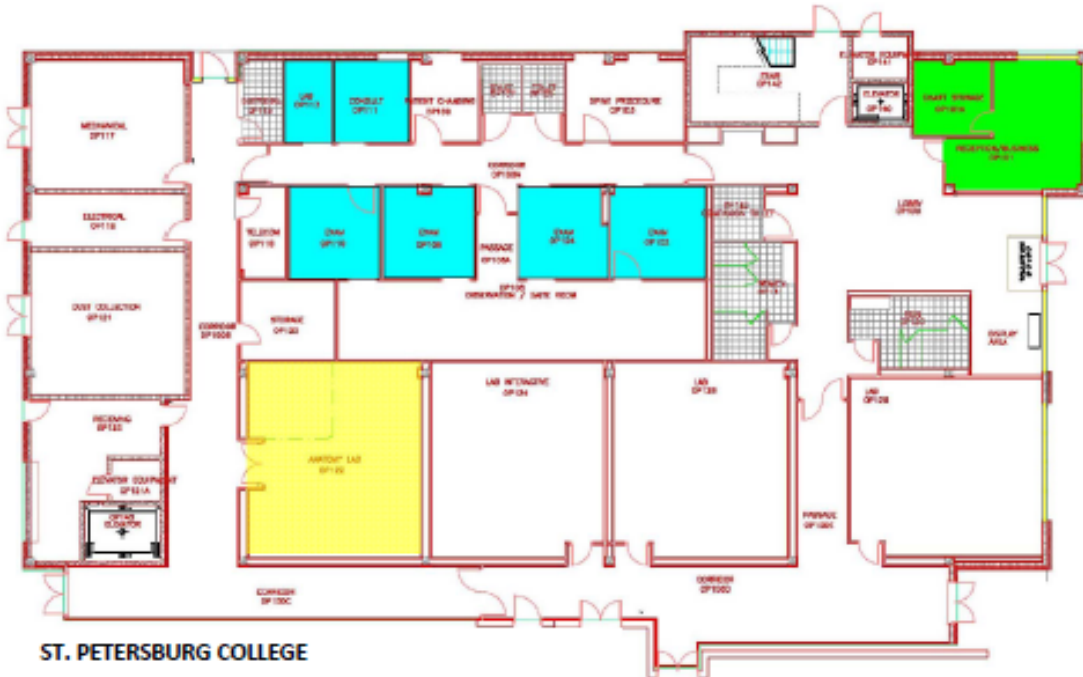
**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

By: \_\_\_\_\_

Name: \_\_\_\_\_

**EXHIBIT "A"**



**ST. PETERSBURG COLLEGE**

**ORTHOTICS & PROSTHETICS BUILDING, 1<sup>ST</sup> FLOOR**

- NUHS EXCLUSIVE USE SPACE
- NUHS & SPC CONCURRENT USE SPACE
- NUHS 90% USE AND SPC 10% USE SPACE

Board Material Relating to  
Agenda Item IX-D.4  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Master Planning Collegewide**

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

At its May 18, 2010 meeting, in the Capital Outlay Budget and Operating Budget and Auxiliary Fund Budget Board Memo (Agenda Item IX-L), the Board of Trustees authorized the College to advertise for and to recommend firms to the Board, ranked in preference, for projects following the selection process as provided for in Florida Statute 287.055, under the Consultants' Competitive Negotiations Act.

As a part of the State Requirements for Educational Facilities (SREF), the College is required to submit an updated Master Plan with each Educational Plant Survey. In preparation for the next Educational Plant Survey to be dated June 2012, we would like to proceed with the development of Master Plans for our College sites. The approved budget for Fiscal Year 2011-2011 identified \$100,000 for Master Planning Collegewide.

At the February 23, 2010 Board meeting, the Board approved the Clearwater Campus Master Plan prepared by Harvard Jolly Architecture. We also have a Master Plan for the Seminole Campus prepared by Bitterli and Associates Architects, Inc., that was completed in 1995 and needs to be updated. We would like to proceed with updating the Seminole Master Plan and develop Master Plans for the remaining College sites to comply with State Requirements for Educational Facilities (SREF). This process will be critical as we prepare our requests for future funding at each site.

The Facilities Planning and Institutional Services staff will work with the Provosts or Executive Directors of each location to generate a draft Master Plan. These plans will be brought to the Board for review and approval as they are completed.

**Approval is requested to proceed with the selection of a Master Planning Consulting Firm to proceed with Master Planning Collegewide.**

William D. Law, Jr., President; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

mdc0608103

Board Material Relating to  
Agenda Item IX-E  
Meeting: June 15, 2010

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Agency Billings**

Board of Trustees' Rule 6Hx23-5.174 requires that the trustees approve each business, industry, governmental unit or civic organization that furnishes the College a written promise of payment of student fees and charges for books and supplies. College records collectively consider these "Agencies."

**Approval is sought to include all "agencies" listed below as approved "agencies" for billing of student fees and charges:**

Palm Shores Residents Scholarship  
National Penn Investors  
Hillsborough County Medical Association Alliance  
Families of Freedom Scholarship  
Ruth M. Foy Charitable Foundation  
Gulf Coast Community College  
St. Regis Mohawk Tribe  
Tampa Marine Support Group  
Positive Directions WOW Scholarship  
Panther Mothers Football Club  
Shin Family Foundation  
US Treasury Inspector General  
SPCA Tampa Bay  
Paragon Water Resources  
Pinellas County Property Appraisers Office  
International Association of Admin Professionals  
Geographic Solutions, Inc  
Homeowner's Choice  
Pinellas Park High School  
Suwannee County Fire Rescue

William D. Law, Jr., President; Doug Duncan, Senior Vice President, Administration/Business & Information Services; and Theresa Furnas, Associate Vice President for Financial & Business Services, recommend approval.

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Board Materials Relating to  
Agenda Item IX-F.1  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Personnel Report**

**Approval is sought for the following recommended personnel transactions:**

The report is organized by transaction type (hire, transfer, retire, etc.), name, department/location, and employee title. The "separation" transaction is further defined in the employee's record in the PeopleSoft HR Payroll system. Reasons for separation vary and could include such descriptions as: End of Contract; Resignation; Probationary Period; Death, etc.

<b>HIRE Budgeted</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
5/3/2010	Bailey,Joan D.	Scholarships/Stu Fin Assist CL	Asst Dir, Scholar&Stu Fin Asst
5/17/2010	Bates,Angel M.	BA Programs/UPC	Educ. Prog. Specialist-BA Prog
5/18/2010	Condie,Lori M.	Central Records DO	Senior Staff Assistant
5/10/2010	Pendergrass,Amy M.	SPC-Downtown	Staff Assistant
5/10/2010	Reifler-Alessi,Linda S	District Library DO	Librarian
5/24/2010	Roper,Patricia N.	BA Programs/UPC	Academic Staff Assistant
5/3/2010	Whitstone,Catherine B.	Campus Security CL	Security Officer I

<b>HIRE Temporary/Supplemental</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
5/17/2010	Brause,Dustin M	Fine & Applied Arts SPG	Student Assistant
5/3/2010	Brubaker,Jay M	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Burt,Arthur F	Health Information Mgmt HC	Instructor - Temporary Credit
5/4/2010	Butler,Voncresha V	Central Records DO	OPS Career Level 3
5/17/2010	Cabiac,Charles R.	Natural Science SPG	Instructor - Temporary Credit
5/17/2010	Carney,Janet M.	Letters TS	Instructor - Temporary Credit
5/3/2010	Chandler,Richard L.	Landscape Services TS	OPS Career Level 1
5/24/2010	Collins,Yolanda N	OSSD - SP	Federal Work Study Student
5/17/2010	Coston,Sommer L.	Letters TS	Instructor - Temporary Credit
5/17/2010	Cullen,Kevin P.	Letters TS	Instructor - Temporary Credit
5/3/2010	Cuttitta,Christine	Criminal Justice AC	Instructor- Temporary Non-Cred
5/15/2010	D'Leon,Lynne E.	New Initiative Program - HC	Other Professional- Temporary
5/17/2010	Espino,Agustina	Custodial Services TS	OPS Career Level 1
5/17/2010	Feazell,Alicia Renee	Mathematics CL	Federal Work Study Student
5/3/2010	Foroutan,Catia S	Tarpon Springs Center Provost	OPS Career Level 5
5/17/2010	Francisco,Jennifer M.	Interpreter Training CL	Instructor - Temporary Credit
5/17/2010	Furlong,Holly C.	Health Information Mgmt HC	Instructor - Temporary Credit
5/5/2010	Gaskin,Aaron V	Academic & Student Affairs	OPS Career Level 5
5/24/2010	Gerhart,Matthew S	Facilities Services DO	OPS Career Level 1
5/3/2010	Gomez,Julie D	Counseling & Advisement TS	OPS Career Level 6
5/3/2010	Goswick,Kelly R	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred

## MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

5/17/2010	Greenberg,David L	Fine & Applied Arts SPG	Instructor - Temporary Credit
5/19/2010	Greenberg,David L	Fine & Applied Arts SPG	Lump sum -Spec.Proj.
5/17/2010	Gregory,Nicole I	Natural Science SPG	Federal Work Study Student
5/3/2010	Griffin,Michael P.	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
5/1/2010	Hamacher,Alan R.	Dual Credit - AC	Instructor - Temporary Credit
5/17/2010	Hamacher,Alan R.	Fine & Applied Arts CL	Instructor - Temporary Credit
5/17/2010	Hammaker,Barbara Graham	Dental Hygiene HC	Instr- Temporary % Load
5/17/2010	Harper,Mary E.	BA Programs/UPC	Supplemental Bach Prog.
5/17/2010	Henkel,Gary L.	Social Science SPG	Instructor - Temporary Credit
5/3/2010	Heyward,Marlin B	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
5/5/2010	Hollaway Sr,Eric H	Academic & Student Affairs	OPS Technical Level 2
5/17/2010	Hudak,Dawn M.	Social Science CL	Instructor - Temporary Credit
5/17/2010	Imwensi,Peter	Natural Science TS	Instructor - Temporary Credit
5/17/2010	Ivan,Doinita M	Mathematics CL	Instructor - Temporary Credit
5/17/2010	Johnson,Caitlin S.	Speech - Letters CL	Instructor - Temporary Credit
5/17/2010	Jones,Jason W	Fine & Applied Arts SPG	Federal Work Study Student
5/3/2010	Kilian,Michael J	Criminal Justice AC	Instructor- Temporary Non-Cred
5/11/2010	Lambert,Stacy A.	Student Support Services - CL	OPS Career Level 6
5/3/2010	Lazaris,Nicholas	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Lyons,Billie J.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/24/2010	Marquis,Roseanne Wendy	Scholarships/Stu Fin Assist CL	Federal Work Study Student
5/20/2010	McBride,Sean E.	Scholarships/Stu Fin Assist CL	General Service/Maint. (unskil
5/17/2010	McGough,Patrick R.	Letters CL	Instructor - Temporary Credit
5/24/2010	Michelsen,Tiffany M	Provost SE	Federal Work Study Student
5/17/2010	Miller,Lawrence A.	Social Science CL	Instructor - Temporary Credit
5/17/2010	Myers,Breanna Marie	Tarpon Springs Center Provost	OPS Career Level 6
5/17/2010	Ney,Anne E.	Natural Science TS	Instructor - Temporary Credit
5/17/2010	Nicely,Pete D.	Natural Science CL	Supplemental Instr - Credit
5/17/2010	Offutt,Michelle R	Nursing HC	Supplemental Instr - Credit
5/17/2010	Peguero,Maria E.	Custodial Services TS	OPS Career Level 1
5/17/2010	Rewald,Charles P.	BA Programs/UPC	Supplemental Bach Prog.
5/3/2010	Rivera-Suarez,Joseph	Maintenance Services TS	OPS Maint/Trades SkilledTrades
5/3/2010	Roberts,Michael E.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Salcedo,Jamie Lorraine	Fine & Applied Arts SPG	Instructor - Temporary Credit
5/7/2010	Schirripa,Janet P.	Provost SE	OPS Career Level 7
5/17/2010	Schneider, Virginia B	Nursing HC	Instr- Temporary % Load
5/17/2010	Schneider, Virginia B	Nursing HC	Instructor - Temporary Credit
5/17/2010	Scott,Aissa Y	Nursing HC	Supplemental Instr - Credit
5/10/2010	Shields,Joseph E	Human Resources DO	Other Professional- Temporary
5/17/2010	Sims,Matthew I.	Fine & Applied Arts TS	Supplemental Instr - Credit
5/10/2010	Southworth,Raymond L	Business Services DO	Other Professional- Temporary
5/17/2010	Spencer,Thomas E	BA Programs/UPC	Adjunct Bach Prog.
5/17/2010	Spencer,Thomas E	Business Technologies CL	Instructor - Temporary Credit
5/3/2010	Squeri,Bryan T	Landscape Services TS	OPS Career Level 1
5/3/2010	Squitieri,Christopher J	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Stevenson,Karla A.	BA Programs/UPC	Adjunct Bach Prog.
5/17/2010	Stiefel,Joseph P.	Provost TS	Instructor - Temporary Credit
5/17/2010	Ulrich,Fred R	Letters SE	Instructor - Temporary Credit

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

5/1/2010	Vanauken,Todd R	Academic & Student Affairs	Lump sum -Spec.Proj.
5/24/2010	Vance,Jesse Alan	Fine & Applied Arts SPG	Federal Work Study Student
5/24/2010	Vo,Huyentran Thuy	Provost TS	Federal Work Study Student
5/3/2010	Walker,Richard T	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Wasylyna,Richelle J	Criminal Justice AC	Instructor- Temporary Non-Cred
5/24/2010	Wechsler,Alex Josef	Provost SPG	Federal Work Study Student
5/17/2010	Widman,Patricia D	Nursing HC	Contributed Service
5/8/2010	Wright,Tiffany Angela	Enrollment Management DO	Federal Work Study Student
5/24/2010	Young,Megan	Student Activities SPG	Federal Work Study Student

**REHIRE Temporary/Supplemental**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
5/3/2010	Adamson,Patrick E	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Afienko,Kenneth J	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Andrews,Paul J.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/10/2010	Anthony,Elaine M.	Course/Curriculum VEA - DO	Non Instr Supplement-Not ECH
5/17/2010	Archbold,Lisa	Nursing HC	Instr- Temporary % Load
5/3/2010	Bates,Richard	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Beard,Claudia A.	Dental Hygiene HC	Instr- Temporary % Load
5/3/2010	Beitz,Pamela	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Bingnear,Lonnie L	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Black,Tracie R	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Bradley,April C	Radiography HC	Instr- Temporary % Load
5/17/2010	Brefort,Dorian Claude	Associate Provost SP	Student Assistant
5/3/2010	Brubaker,Jay M	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Burt,Gail R.	Nursing HC	Supplemental Bach Prog.
5/7/2010	Carten,Christopher Paul	Natural Science SPG	Federal Work Study Student
5/3/2010	Chappel,Carolyn L	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Concepcion,Iris N.	Nursing HC	Instr- Temporary % Load
5/10/2010	Connelly,Jeanette E	Natural Science CL	General Service/Maint. (unskil
5/3/2010	Damian,John T.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Dann-Moore,Veronica L	Natural Science TS	Instructor - Temporary Credit
5/17/2010	Darres,Kyle Clinton	Provost CL	Federal Work Study Student
5/3/2010	Davis,Jennifer	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Davis,Rodney L	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Deasaro,Mark	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Dibuno,Michael	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
5/10/2010	Doll,Deanna Marie	Provost SE	Federal Work Study Student
5/15/2010	Downing,Thomas A	Facilities Plan & Inst Svcs	OPS Career Level 3
5/17/2010	Ervin,John T.	Veterinary Technology HC	Instr- Temporary % Load
5/3/2010	Fletcher,Steven A	Criminal Justice AC	Instructor- Temporary Non-Cred
5/25/2010	Fresia,Michael J	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
5/17/2010	Fullard,Jeani Z	BA Programs/UPC	Supplemental Bach Prog.
5/3/2010	Gerretz,Joseph P	Criminal Justice AC	Instructor- Temporary Non-Cred
5/10/2010	Gorham,Tricia	Course/Curriculum VEA - DO	Non Instr Supplement-Not ECH
5/11/2010	Greilick,Thomas G	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
5/4/2010	Guiles,Charles J	Criminal Justice AC	Instructor- Temporary Non-Cred

## MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

5/24/2010	Hart,Parisha	District Library DO	Federal Work Study Student
5/17/2010	Hazel-wilbur,Kristie Eileen	Business Technologies CL	Instructor - Temporary Credit
5/17/2010	Heinicke,Mary Ellen	Medical Lab Technology - HC	Instr- Temporary % Load
5/17/2010	Henderson,Christopher S	Emergency Medical Services HC	Instr- Temporary % Load
5/3/2010	Heyward,Marlin B	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
5/3/2010	Heyward,Marlin B	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Higgins,Joyce E	Nursing HC	Instr- Temporary % Load
5/3/2010	Hopkins,Scott D	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
5/24/2010	Jammer,Amy Michele	Provost TS	Federal Work Study Student
5/17/2010	Janson,Sarah Ann	Enrollment Management DO	General Service/Maint. (unskil
5/17/2010	Jay,Patricia A.	Nursing HC	Instr- Temporary % Load
5/3/2010	Judy Jr,Edward R	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Kelley,Thomas E	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Kniehase,Jennifer Ann	Radiography HC	Instr- Temporary % Load
5/17/2010	Krueger,Amy	Dental Hygiene HC	Instr- Temporary % Load
5/17/2010	Lafon,Brenda	Nursing HC	Supplemental Instr - Credit
5/17/2010	Lancaster,Gail	Business Technologies SE	Supplemental Instr - Credit
5/3/2010	Lazaris,Nicholas	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Lechner,Jennifer L.	Seminole Campus Provost	Lump sum -Spec.Proj.
5/17/2010	Lechner,Thomas P.	Distance Learning TV SE	Instructor - Temporary Credit
5/14/2010	Lecroy,Steven C.	EMS/CME - HC	Instructor- Temporary Non-Cred
5/17/2010	Lemon,Jane Rayetta	Enrollment Management DO	General Service/Maint. (unskil
5/3/2010	Lewis Jr,Frank C	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Lewis,Robert M.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Lyons,Billie J.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Lyons,Jason J	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Mahoney,Maureen	BA Programs/UPC	Supplemental Bach Prog.
5/17/2010	Mahoney,Maureen	Business Technologies CL	Supplemental Instr - Credit
5/17/2010	Mccarthy,Steven B.	Fire Science AC	Instructor- Temporary Non-Cred
5/3/2010	Meigs,Marissa L	Scholarships/Stu Fin Assist CL	General Service/Maint. (unskil
5/3/2010	Miller,Lavester P.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Miller,Lavester P.	NTPI/WMD Grant - AC	Instructor- Temporary Non-Cred
5/3/2010	Mitten,Lewis L.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Modrakovic,Janet R.	Veterinary Technology HC	Instr- Temporary % Load
5/7/2010	Moore,Alvina L.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Neuzil,Anna R.	Nursing HC	Supplemental Instr - Credit
5/7/2010	Nicotera,Phillip V.	Health Information Mgmt HC	Lump sum -Spec.Proj.
5/17/2010	Nousiainen,Robin M	Dental Hygiene HC	Instr- Temporary % Load
5/6/2010	O'Donnell,Bridget E	Special Programs/Intl Educ DO	OPS Career Level 7
5/17/2010	Okazato,Yuko	Veterinary Technology HC	Instr- Temporary % Load
5/17/2010	Pabst,Joyce A	Nursing HC	Instr- Temporary % Load
5/3/2010	Pasto,Ronald L.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/1/2010	Patel,Christine K.	Dental Hygiene HC	Non Instr Supplement-Not ECH
5/17/2010	Rankin,Laurie A.	Veterinary Technology HC	Instr- Temporary % Load
5/10/2010	Regan,Michelle T.	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
5/17/2010	Regis,Mark Joseph	Emergency Medical Services HC	Instr- Temporary % Load
5/17/2010	Reynolds,Jerry L.	Dental Hygiene HC	Instr- Temporary % Load
5/17/2010	Rigopoulos,Alexander	Provost TS	Federal Work Study Student

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

5/3/2010	Roberts,Michael E.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Rogers,Art	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Ruffing,Jerome P	Emergency Medical Services HC	Instr- Temporary % Load
5/7/2010	Russell,Sherri M.	Natural Science SPG	OPS Career Level 1
5/17/2010	Sanders,Beth Ann	Enrollment Management DO	Federal Work Study Student
5/7/2010	Sawyers,Lenor Richard	District Library DO	Federal Work Study Student
5/3/2010	Schlager,Ophelia C	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Schmidt,Damien C.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Schwalb,Jacob M.	Nursing HC	Supplemental Instr - Credit
5/3/2010	Sims,Bryan M	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Smith,Dale A	Associate Provost SP	OPS Career Level 2
5/17/2010	Smith,Maria J.	Radiography HC	Instr- Temporary % Load
5/3/2010	Sohl,William A.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Squitieri,Christopher J	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Steckel,Rodney K	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Stickrath,Kelli L	Natural Science TS	Instructor - Temporary Credit
5/3/2010	Stinson,Robert A.	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Tatham,Shawn a	Emergency Medical Services HC	Instr- Temporary % Load
5/17/2010	Tedesco,Anthony	Emergency Medical Services HC	Instr- Temporary % Load
5/10/2010	Teter,Dolores M	Special Programs/Intl Educ DO	OPS Career Level 7
5/17/2010	Thomas,Tracy G	Letters TS	Instructor - Temporary Credit
5/7/2010	Torres,Theresa Lynn	District Library DO	Federal Work Study Student
5/17/2010	Trede,Teri A	BA Programs/UPC	Supplemental Bach Prog.
5/7/2010	Tufekci,Kenan Tarik	Natural Science SPG	Federal Work Study Student
5/7/2010	Tufford,Christopher D.	Natural Science SPG	Federal Work Study Student
5/17/2010	Turner,Christina A	Natural Science CL	Instr- Temporary % Load
5/17/2010	Vanauken,Todd R	Radiography HC	Instr- Temporary % Load
5/3/2010	Vickers,James D	Criminal Justice AC	Instructor- Temporary Non-Cred
5/3/2010	Wasylyna,Richelle J	Criminal Justice AC	Instructor- Temporary Non-Cred
5/17/2010	Weideman,Carol Anne	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
5/10/2010	Westberg,Darlene M.	Course/Curriculum VEA - DO	Non Instr Supplement-Not ECH
5/17/2010	Willett,Suzanne	Clearwater Campus Provost	OPS Career Level 4
5/17/2010	Willis,Susan E	Nursing HC	Instr- Temporary % Load

**TRANSFER/PROMOTION Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
5/22/2010	Campbell,Dustin R	Academic & Student Affairs	Technology Resource Specialist
5/3/2010	Coyle,Colleen	Counseling & Advisement CL	Academic Advisor
5/1/2010	Miles,Sharon K.	Word Processing HC	Academic Staff Assistant
5/15/2010	Roberts,Sherry Teartt	SPC-Downtown	Senior Staff Assistant

**RECLASSIFICATION Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
6/1/2010	Anstadt,Melissa	BA Programs/UPC	Academic Advisor - BA
7/1/2010	Connell,Margaret	Special Needs DO	Director,Disability Resources
7/1/2010	Cragle,Lorayne	Accounting - DO	Senior Staff Assistant
7/1/2010	Crumley,Paul Michael	Instructional Computing SE	Analyst/Programmer



**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

7/1/2010	DeCarlo,Sandra	Provost SE	Generalist, MAP
5/3/2010	Dusel,Jennifer N	College of Education	Academic Staff Assistant
7/1/2010	Gann,Welcita	Provost SE	Generalist, MAP
7/1/2010	Gonyea,James	Academic & Student Affairs	Director,Career Development Services
7/1/2010	Jakubowski,Richard	Instructional Computing SE	Analyst/Programmer
7/1/2010	Kessing,Renee	Provost SE	Generalist, MAP
7/1/2010	Kuhn,Damon	Counseling & Advisement HC	Manager, MAP
7/1/2010	Long,Janice	Provost SE	Generalist, MAP
6/1/2010	Mastromichalis,Argenia	BA Programs/UPC	Academic Advisor - BA
7/1/2010	Ocasio,Faith	Instructional Computing SE	Analyst/Programmer
6/1/2010	Paschall,Janine	BA Programs/UPC	Academic Advisor - BA
6/1/2010	Ralph,Kathy	BA Programs/UPC	Academic Advisor - BA
4/17/2010	Reiter,Gildred	SPC-Downtown	Sr. Staff Assistant
7/1/2010	Shears,Brenda	Provost SE	Coordinator, MAP
6/1/2010	Weaver,Barbara	BA Programs/UPC	Academic Advisor - BA

**SEPARATION Budgeted**

Effect. Date	Name		Title
5/14/2010	Aude,Donald D	Admin Info Sys - Development	Analyst/Programmer
5/7/2010	Dann-Moore,Veronica L	Natural Science TS	Instructor
5/8/2010	Roden,Peggy E.	Nursing HC	Instructor
5/7/2010	Stickrath,Kelli L	Natural Science TS	Instructor
5/7/2010	Thomas,Tracy G	Letters TS	Instructor
5/7/2010	Valencia,Jhoanna	SPC-Downtown	Staff Assistant
5/14/2010	Warsinski,Jeffery M.	Facilities Services TS	Security Officer I

**RETIREMENT Budgeted**

Effect. Date	Name	Department/Location	Title
5/28/2010	Neale,Pamela S.	Provost HC	Academic Staff Assistant
4/30/2010	Truett,Barbara L.	Letters CL	Instructional Asst III
4/30/2010	Wisniewska,Czeslawa	Custodial Services SPG	Custodian I

**TERMINATION Temporary/Supplemental**

Effect. Date	Name	Department/Location	Title
5/13/2010	Abrami,Nicholas Pasquale	Fine & Applied Arts CL	Federal Work Study Student
5/5/2010	Ballo,William T	Academic & Student Affairs	Lump sum -Spec.Proj.
5/14/2010	Bates,Angel M.	BA Programs/UPC	OPS Career Level 6
5/24/2010	Battle,Kourtney Ciarra	Library Science SE	Federal Work Study Student
5/13/2010	Benjamin,Mark D	Letters SPG	Student Assistant
5/13/2010	Blank,Chelsea Renee	Associate Provost TS	Federal Work Study Student
5/13/2010	Bozarth,Ashley N	Associate Provost TS	Student Assistant
5/14/2010	Brauning,Timothy Scott	Students Activities TS	Federal Work Study Student
5/6/2010	Brefort,Dorian Claude	Associate Provost SP	Student Assistant
5/13/2010	Bridgman,Andrew Francis	Letters SPG	Federal Work Study Student
5/16/2010	Burgos,Mario A	Letters CL	Federal Work Study Student
5/24/2010	Camacho,Oscar Eduardo	Library Science SE	Federal Work Study Student
5/20/2010	Campbell,Sandra J.	Nursing HC	Non Instr Supplement-Not ECH

## MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

5/19/2010	Carten,Christopher Paul	Natural Science SPG	Federal Work Study Student
5/7/2010	Carver,Eric H	Student Activities DO	Lump sum -Spec.Proj.
5/27/2010	Case,Theresa R	Tarpon Springs Center Provost	OPS Career Level 1
5/27/2010	Connelly,Carol A	Counseling & Advisement SPG	OPS Career Level 7
5/27/2010	Connolly,James L.	Academic & Student Affairs	Lump sum -Spec.Proj.
5/16/2010	Curry,Jasmine L	Letters SPG	Federal Work Study Student
5/6/2010	Daez,Jerrilou Bianca Darca	Associate Provost SP	Student Assistant
5/7/2010	Dann-Moore,Veronica L	Natural Science TS	Supplemental Instr - Credit
5/19/2010	Darres,Kyle Clinton	Provost CL	Federal Work Study Student
5/13/2010	Davidovic,Veljko	Letters SPG	Student Assistant
5/6/2010	Davis,Shawnee Colton	Fine & Applied Arts SPG	Federal Work Study Student
5/13/2010	DeWeese,Alexandria Kathleen	Associate Provost TS	Student Assistant
5/13/2010	Dimick,Oanh	Scholarships/Stu Fin Assist SP	Federal Work Study Student
5/13/2010	Donaldson,Allissia Lynn	Letters SPG	Federal Work Study Student
5/5/2010	Ferrell,Samuel Charles	Associate Provost TS	Student Assistant
5/13/2010	Ford,Denise M	Scholarships/Stu Fin Assist SP	Federal Work Study Student
5/13/2010	Fuller,Daniel W	Fine & Applied Arts CL	Federal Work Study Student
5/27/2010	Gauweiler,Cher N	Academic & Student Affairs	Non Instr Supplement-Not ECH
5/13/2010	Green,Eboni Latrice	Fine & Applied Arts CL	Student Assistant
5/13/2010	Halef,Nuri C	Associate Provost TS	Federal Work Study Student
5/5/2010	Hanlon,Mary A.	Academic & Student Affairs	Lump sum -Spec.Proj.
5/5/2010	Hardt,Steven P.	Academic & Student Affairs	Lump sum -Spec.Proj.
5/13/2010	Hennings,Earlene	Scholarships/Stu Fin Assist SP	Federal Work Study Student
5/13/2010	Janson,Sarah Ann	Enrollment Management DO	Federal Work Study Student
5/27/2010	Johnston,Linda B.	Academic & Student Affairs	Lump sum -Spec.Proj.
5/9/2010	Karaosmani,Jonida	District Library DO	Federal Work Study Student
5/5/2010	Kerr,Cheryl	Academic & Student Affairs	Lump sum -Spec.Proj.
5/20/2010	King,Cathy J.	Nursing HC	Non Instr Supplement-Not ECH
5/7/2010	Krueger,Amy	Dental Hygiene HC	Instr- Temporary % Load
5/10/2010	LaForest,Lana J	Ethics SPG	Other Professional- Temporary
5/28/2010	LaPierre,Mary E.	Scholarships/Stu Fin Assist CL	General Service/Maint. (unskil
5/14/2010	Lechner,Thomas P.	Distance Learning TV SE	Instructor - Temporary Credit
5/13/2010	Lemon,Jane Rayetta	Enrollment Management DO	Federal Work Study Student
5/14/2010	Linares,Alexander	Student Activities CL	Federal Work Study Student
5/8/2010	Mahoney,Maureen	Student Activities DO	Lump sum -Spec.Proj.
5/19/2010	Mandity,Heather Irene	Students Activities TS	Federal Work Study Student
5/9/2010	Marshall Jr,Derek Lavon	Mathematics CL	Student Assistant
5/13/2010	Martinez,Adriana M	Enrollment Management DO	Federal Work Study Student
5/16/2010	Mavrelion,Jennifer Ann	Mathematics TS	Student Assistant
5/13/2010	Maynard,Kristen Lee	Associate Provost TS	Federal Work Study Student
5/10/2010	Monroe,David M	Ethics CL	Other Professional- Temporary
5/17/2010	Morgan,Cathy Lynn	Central Records DO	Federal Work Study Student
5/6/2010	Morin,Maghan Geraldine	Counseling & Advisement SPG	Federal Work Study Student
5/20/2010	Moseley,Sarah H	Nursing HC	Non Instr Supplement-Not ECH
5/7/2010	Norman,Anja	Social Science CL	Other Professional- Temporary
5/13/2010	Oduor,Beryl Akoth	Letters SPG	Student Assistant
5/28/2010	Pabst,Joyce A	Nursing HC	Adjunct Bach Prog.
5/13/2010	Parsons,Keith Daniel	Fine & Applied Arts CL	Federal Work Study Student

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

5/6/2010	Pastula,Cortlyn Blair	Associate Provost SP	Student Assistant
5/13/2010	Patel,Arpita Pankaj	Associate Provost TS	Federal Work Study Student
5/5/2010	Polansky,Valerie L.	Academic & Student Affairs	Lump sum -Spec.Proj.
5/19/2010	Poole,Taylor Robin	Natural Science SPG	Federal Work Study Student
5/20/2010	Pradilla,Laura Melissa	College Student Supp Svcs DO	Student Assistant
5/5/2010	Price, Virginia	Academic & Student Affairs	Lump sum -Spec.Proj.
5/13/2010	Raith,Rebecca	Natural Science TS	Federal Work Study Student
5/16/2010	Reddick,Tezera Alyssa	Provost AC	Federal Work Study Student
5/13/2010	Reister II,Robert Adam	Associate Provost TS	Federal Work Study Student
5/13/2010	Rigopoulos,Alexander Kardoulias	Mathematics TS	Federal Work Study Student
5/8/2010	Roberson,Heather C.	Associate Provost TS	Lump sum -Spec.Proj.
5/27/2010	Robinson,Susan L.	Fine & Applied Arts SPG	Other Professional- Temporary
5/8/2010	Roden,Peggy E.	Nursing HC	Supplemental Instr - Credit
5/5/2010	Russell,Sherri M.	Natural Science SPG	Federal Work Study Student
5/13/2010	Samartzis,Nicoleta Rania	Provost TS	Federal Work Study Student
5/13/2010	Sanders Jr,Ezekiel	Provost CL	Student Assistant
5/5/2010	Sawyers,Lenor Richard	District Library DO	Federal Work Study Student
5/13/2010	Sharp,Toby William	Natural Science SPG	Federal Work Study Student
5/16/2010	Shirley,Ryan Lamar	Athletics - DO	Federal Work Study Student
5/14/2010	Skelton,Vanessa Keosha	District Library DO	Federal Work Study Student
5/27/2010	Smith,Courtney L.	Fine & Applied Arts SPG	Other Professional- Temporary
5/6/2010	Smith,Dale A	Associate Provost SP	Federal Work Study Student
5/16/2010	Smith,Eben A	Letters SPG	Federal Work Study Student
5/16/2010	Smith,Rosemary Lauren	Fine & Applied Arts SPG	Student Assistant
5/5/2010	Stahoski,Brad D	Associate Provost SP	Student Assistant
5/7/2010	Stickrath,Kelli L	Natural Science TS	Supplemental Instr - Credit
5/24/2010	Sullivan,Robert John	Scholarships/Stu Fin Assist CL	Federal Work Study Student
5/16/2010	Sung,Gi Sun	Letters CL	Federal Work Study Student
5/6/2010	Terry,Joshua Earl	Fine & Applied Arts SPG	Student Assistant
5/7/2010	Thomas,Tracy G	Letters TS	Non Instr Supplement-Not ECH
5/7/2010	Thomas,Tracy G	Letters TS	Supplemental Instr - Credit
5/27/2010	Till,Jane E.	Ethics SPG	Non Instr Supplement-Not ECH
5/5/2010	Torres,Theresa Lynn	District Library DO	Federal Work Study Student
5/27/2010	Tucker,Eric J.	Academic & Student Affairs	Non Instr Supplement-Not ECH
5/27/2010	Tucker,Eric J.	Ethics SPG	Non Instr Supplement-Not ECH
5/5/2010	Tufekci,Kenan Tarik	Natural Science SPG	Federal Work Study Student
5/5/2010	Tufford,Christopher D.	Natural Science SPG	Federal Work Study Student
5/13/2010	Vega,Lisa	Student Activities SPG	Federal Work Study Student
5/24/2010	Willingham,Cassandra Starr	Scholarships/Stu Fin Assist CL	Federal Work Study Student
5/13/2010	Wright,Nikishea A	Student Activities SPG	Federal Work Study Student

**RETURN FROM LEAVE Budgeted**

Effect. Date	Name	Department/Location	Title
3/2 -5/3/10	Jones,Dennis L.	President	VP Econ. Devel. &Innov. Projs.

**TRAVEL OUTSIDE THE CONTINENTAL U.S.**

Effect. Date	Name	Department/Location	Title
7/10-9/10	Almodovar, Luis	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Travel to Gurabo, Puerto Rico to provide nationally recognized programs and to keep SPC in compliance with the Florida National Guard contract as part of the required law enforcement training. Dates of travel: 7/28-7/30, 8/26, & 9/16/10.

5/18-5/24/10            Tunceren,Lillien (Li-Lee)            Letters CL            Instructor

Travel to Murcia, Spain to attend the Symposium on Second Language Writing and present results of a study conducted in the fall of 2009 on academic vocabulary, reading and writing acquisition in an EAP 1595, Advanced ESL course.

7/10-7/16/10	Michael, Marilyn	Fine Arts SP/G	Instructor
	Watts, Roger	Fine Arts CL	Instructor
	Elvira, Courtney	Fine Arts	Student
	Hageman, Sarah	Fine Arts	Student
	Hines, Linda	Fine Arts	Student
	Miller, Jason	Fine Arts	Student
	Minerick, Dana	Fine Arts	Student
	Pearse, Caitlin	Fine Arts	Student
	Rockwell, Sylvia	Fine Arts	Student
	Royal, Keiera	Fine Arts	Student
	Smith, Bradley	Fine Arts	Student
	Tong, Lee	Fine Arts	Student
	VanGorden, Erika	Fine Arts	Student

Travel to Rome, Italy to accompany and offer students the opportunity to apply the humanities and fine arts culture of Italy to the study of REL 2955, Study Abroad in Religion (Rome and Florence). This travel is the result of a Board-approved curriculum to study Italy during the summer of 2010.

8/21-8/27/10            Lara, Monica            Natural Science CL            Instructor

Travel to Wellington, New Zealand to present research in a special symposium as part of the 9th International Larval Biology Conference.

William D. Law, Jr., President; Patty Curtin Jones, Vice President, Human Resources & Public Affairs; and the Cabinet members bringing the actions forward, recommend approval.

emg 0610103

Board Material Relating to  
Agenda Item IX-F.2  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Renewal of College's Stop Loss Policy**

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**Approval is sought to extend the College's stop-loss policy for its self-funded health plan effective July 1, 2010, and to enter into an appropriate contract, if necessary.**

SPC is planning to switch the College's insurance plan year to October 1 through September 30. The College's policy would continue with Symetra Financial and be extended through September 30, 2010. The Symetra Financial aggregate and specific stop-loss premium for the period of July 1, 2010 through September 30, 2010 is \$96,279.33, representing no change in rates.

William D. Law Jr., President, and Patty Curtin Jones, Vice President, Human Resources and Public Affairs, recommend approval.

Emg0608102

Board Material Relating to  
Agenda Item IX-F.3  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Annual Contracts 2010-2011**

**Approval is sought for the following recommended personnel actions, which shall be enforced via contracts for employment that shall have the following provision:** "The Board and the Administrator mutually agree that, should the Board, at its sole discretion, determine that it is necessary for the continued financial operation of the College to reduce the salary of employees, this contract may be reduced during the period thereof by an amount not to exceed ten percent (10%) annually of the stated salary on the date of the reduction. There shall be no reduction which exceeds ten percent (10%) in each year of this contract."

**Administrative & Professional appointments:**

**Anne Cooper, Senior Vice President, Academic & Student Affairs, recommends:**

## **MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

### **BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Bailey,Joan D.	Asst Dir, Scholar&Stu Fin Asst	Scholarships/Stu Fin Assist CL	7/1/10-6/30/11
King,Merrian D.	Electronic Center Coordinator	Scholarships/Stu Fin Assist DO	7/1/10-6/30/11
Panuthos,Nicolle E	Academic Department Chair	Business Technologies SE	7/1/10-6/30/11
Ullestad,Dana L.	Coordinator I, Project	Scholarships/Stu Fin Assist DO	7/1/10-6/30/11
Vitale,Alisha	Collegewide Testing Coord.	Education & Student Svcs DO	7/1/10-6/30/11

#### **Douglas Duncan, Senior Vice President, Administrative/Business & Information Services, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Conn,Richard A.	Analyst/Programmer/Developer	Admin Info Sys - Development	7/1/10-6/30/11
Curtis,Richard J.	Systems Analyst	Learning Mgt Network Sys	7/1/10-6/30/11

#### **James C. Brock, Campus Executive Office, Allstate Center recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Bailey,Phillip A	Coordinator II, Project	Fire Science AC	7/1/10-6/30/11
Beck,Rosanne	Coord, Program Development	Criminal Justice AC	7/1/10-6/30/11
Byrd,Terry G.	Program Director I	Criminal Justice AC	7/1/10-6/30/11
Collier,Terry L.	Dir., Grants & Contract Dev.	Provost AC	7/1/10-12/20/10
Dillon,Pamala J.	Grants Writer	Provost AC	7/1/10-6/30/11
Dressback,John B.	Dir., Public Safety Academies	Criminal Justice AC	7/1/10-6/30/11
DuPont,Lauren E	Coordinator I, Project	Criminal Justice AC	7/1/10-6/30/11
Grey,William R.	Program Director I	Criminal Justice AC	7/1/10-6/30/11
Lewis,Randolph	Coordinator II, Project	Criminal Justice AC	7/1/10-6/30/11
Miller,Lavester P.	Coordinator II, Project	Criminal Justice AC	7/1/10-6/30/11
Smith,Joseph L.	Coordinator II, Project	Criminal Justice AC	7/1/10-6/30/11
Terry,James C	Dir., Public Safety Academies	Fire Science AC	7/1/10-6/30/11

#### **Kay M. Burniston, Vice President, Baccalaureate Programs, Academic Effectiveness & UPC, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Bates,Angel M.	Educ. Prog. Specialist-BA Prog	BA Programs/UPC	7/1/10-6/30/11

#### **Stan Vittetoe, Provost, Clearwater Campus/Vice President, Workforce & Continuing Educ., recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
George,Anita L.	Corporate Training E&SS DO	Coord, Prgm Development	7/1/10-12/20/10

#### **Phillip V. Nicotera, Provost, Health Education Center, recommends:**

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Gerst,Mary E	Coord, Student Activities	Associate Provost HC	7/1/10-6/30/11
Robinson,Diane J	Nursing Skills Facilitator	Nursing HC	7/1/10-6/30/11

**Patty Curtin Jones, Vice President, Human Resources & Public Affairs, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
McDonald,Merl M	HR Program Coordinator	Human Resources	7/1/10-6/30/11
Sierra,Eric L.	Coord, Staff & Prog. Develop.	Human Resources	7/1/10-6/30/11

**James Olliver, Provost, Seminole Campus, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Pereira,Kenneth N.	Dir. Learning Mgt & Stud.&NS	Learning Mgt Network Sys	7/1/10-12/20/10
Sterner,Ann	Systems Analyst LearnMgrSystem	Learning Mgt Network Sys	7/1/10-6/30/11

**Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Green,Jason E	Coordinator II, Project	Provost CL	7/1/10-6/30/11

**Mike L. O’Keeffe, Director, Institutional Advancement, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Brink,Staci D.	Manager, Marketing	Institutional Advancement DO	7/1/10-6/30/11

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12-month Faculty appointments:

Recommend appointment to an annual contract (2010-2011), contingent upon the successful completion of satisfactory service in the current contract year.

**Anne Cooper, Senior Vice President, Academic & Student Affairs, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Bell,Dorothy J.	Librarian	District Library DO	7/1/10-6/30/11
Reifler-Alessi,Linda S	Librarian	District Library DO	7/1/10-6/30/11

**Kay M. Burniston, Vice President, Baccalaureate Programs, Academic Effectiveness & UPC, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
DiVita,Brian J.	Instructor-12 month	BA Programs/UPC	8/1/10-7/31/11
Trede,Teri A	Instructor-12 month	BA Programs/UPC	8/1/10-7/31/11

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**James C. Brock, Campus Executive Office, Allstate Center recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Hughes,Michael E.	Instructor-12 month	Criminal Justice AC	8/1/10-7/31/11

9 and 11-month Faculty appointments:

Recommend appointment to an annual contract (2010-2011), contingent upon the successful completion of satisfactory service in the current year. Where end dates are not noted, the graduation date has not been established. Because graduation is a duty day, contracts run through that date, rather than the final day of classes.

**Phillip V. Nicotera, Provost, Health Education Center, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Suttle,Catherine M	Instructor	Nursing HC	8/19/10-7/23/11
VanBourgondien,Martin R	Instructor	Emergency Medical Srvcs HC	8/19/10-7/23/11

**Karen Kaufman White, Provost, St. Petersburg/Gibbs Campus, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>
Gautam,Vibhor	Instructor	Mathematics SPG	8/19/2010
Gonzalez,Alison A.	Instructor	Mathematics SPG	8/19/2010

William D. Law Jr., President; Patty Curtin Jones, Vice President, Human Resources & Public Affairs; and Cabinet members noted above recommend approval.

Emg0608101

Board Material Relating to  
Agenda Item IX-F.4  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Restricted Funds Listing for FY 2010-2011**



## MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

**Approval is sought for the following recommended personnel actions concerning restricted funds appointments for 2010-2011 subject to funding.** If such restricted funding is not forthcoming or is discontinued, the position shall terminate at the end of the pay period in which the notice of non-funding or discontinued funding is received by St. Petersburg College. The appointments shall be enforced via contracts for employment that shall have the following provision: "The Board and the Administrator mutually agree that, should the Board, at its sole discretion, determine that it is necessary for the continued financial operation of the College to reduce the salary of employees, this contract may be reduced during the period thereof by an amount not to exceed ten percent (10%) annually of the stated salary on the date of the reduction. There shall be no reduction which exceeds ten percent (10%) in each year of this contract."

**Anne Cooper, Senior Vice President, Academic & Student Affairs, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Connell, Margaret A.	Director, Disability Resources	Special Needs - DO	7/1/10-6/30/11

**James Brock, Campus Executive Officer, Allstate Center, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
LaHaie, Eileen M.	Director, MCTFT/RCPI	Criminal Justice AC	7/1/10-6/30/11
Bellomo, Mary O.	Curriculum Designer	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Getman, Paul L.	Coordinator II, Project	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Heisler, Laura	Coordinator II, Project	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Kirchgraber, Todd A.	Program Director I	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
McElroy, Kellie M.	Coordinator II, Project	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
McKanna, Thomas F.	Mgr., Bus. Systems & Accounting	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Miller, Michael P.	Coordinator II, Project	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Peterson, Carlene M.	Coordinator II, Project	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Sherman, Tiffani L.	Producer, NTPI	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Walker, Gail E.	Coordinator II, Project	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Walter, David A.	Curriculum Designer	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Wiencek Jr, Edward J.	Coordinator II, Project	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Writt, Jeremy L.	Coordinator I, Project	Florida Natl. Guard Grant - AC	7/1/10-9/30/10
Brumbaugh, Doug	Videographer	NTPI/WMD Grant - AC	7/1/10-1/14/11
Drooger, Jennifer L.	Project Technologist	NTPI/WMD Grant - AC	7/1/10-1/14/11
Ennis, Michele L.	Coordinator I, Project	NTPI/WMD Grant - AC	7/1/10-9/30/10
Ferrazano, Jamie P.	Supv, Computer Operations	NTPI/WMD Grant - AC	7/1/10-1/14/11
Hall Jr, Charles	Coordinator, Distance Learning	NTPI/WMD Grant - AC	7/1/10-1/14/11
Jeffries, Jane L.	Coordinator II, Project	NTPI/WMD Grant - AC	7/1/10-1/14/11
Kolenda, James J.	Producer, NTPI	NTPI/WMD Grant - AC	7/1/10-1/14/11
Littlewood, Christopher S.	Coordinator II, Project	NTPI/WMD Grant - AC	7/1/10-1/14/11
Long, Douglas D.	Producer, NTPI	NTPI/WMD Grant - AC	7/1/10-1/14/11
Meegan, Patrick T.	Videographer	NTPI/WMD Grant - AC	7/1/10-1/14/11
Stevens, Paul J.	Project Technologist	NTPI/WMD Grant - AC	7/1/10-1/14/11

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Swift, Christopher	Project Technologist	NTPI/WMD Grant - AC	7/1/10-1/14/11
Thillet, Keren	Project Technologist	NTPI/WMD Grant - AC	7/1/10-1/14/11
Veloff, Steven J	Project Technologist	NTPI/WMD Grant - AC	7/1/10-1/14/11
Williams, Yvonne G	Curriculum Designer	NTPI/WMD Grant - AC	7/1/10-1/14/11
Haynes II, Watson L	Coordinator II, Project	Provost AC	7/1/10-12/20/10
Hinnant, Crystal	Coordinator I, Project	RCPI/COPS Grant - AC	7/1/10-1/14/11

**Stan Vittetoe, Provost, Clearwater Campus/Vice President, Workforce & Continuing Educ., recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Brush, Amy A	Coordinator II, Project	Tech Prep DO	7/1/10-6/30/11
Graham, Gary W.	Coordinator I, Project	Tech Prep DO	7/1/10-6/30/11
Jenkins, Bradley E	Program Director II	Engineering Technology CL	7/1/10-9/30/10

**Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Adler-Leidersdorff, Cory	Coord., Mrkting & Comm Relatns	Facilities Plan & Inst Serv DO	7/1/10-6/30/11
Dougherty, Damon Jackson	Production Manager, Palladium	Facilities Plan & Inst Serv DO	7/1/10-6/30/11
Oathout, Kathleen C	Dir. Operations-Downtown Arts	Facilities Plan & Inst Serv DO	7/1/10-6/30/11
Wilborn, Paul L.	Exec. Director, Palladium	Facilities Plan & Inst Serv DO	7/1/10-6/30/11
Winters, Nina G	Staff Accountant	Facilities Plan & Inst Serv DO	7/1/10-6/30/11

**Phillip Nicotera, Provost, Health Education Center, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Neiberger, Anne N.	Coordinator II, Project	Provost HC	7/1/10-6/30/11
Orama, Juanita	Coordinator I, Project	Provost HC	7/1/10-6/30/11
Sullivan, David L.	Program Director I	EMS/CME - HC	7/1/10-8/6/10

**Karen Kaufman White, Provost, St. Pete/Gibbs, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Contract Dates</b>
Carbart, George E.	Coord, Student Support Svcs	SSS TRIO Grant - DO	7/1/10-6/30/11
Call, Ian H.	Program Director I	Provost SPG	7/1/10-6/30/11
Wright, Lacreacia M.	Coordinator II, Project	College Reach Out Program DO	7/1/10-8/31/10

William D. Law Jr., President; Patty Curtin Jones, Vice President, Human Resources & Public Affairs; and Cabinet members noted above recommend approval.

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Board Material Relating to  
Agenda Item IX-F.5  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Adoption of 2010-2011 Salary Schedule**

**Approval is sought to establish the following 2010-2011 Salary Plan and Schedule, effective July 1, 2010, to include the following:**

1. The Classification & Salary Schedule, including ranges and placement of positions, as published on the college's official Web site.
2. The General Compensation Information, updated to align with rule changes and other actions approved by the Board to Trustees.
3. The 4.5% across-the-board increase as approved at the May 2010 Board of Trustees meeting, to be implemented according to the payroll calendar and to include all pay groups and all pay rates, including:
  - all budgeted employees, including Career Service, Faculty and Administrative & Professional;
  - all non-budgeted employees, including adjunct instructors, OPS employees, student assistants, students hired under Federal Work Study, and students hired under America Reads/Counts; and
  - all other categories under the Adjunct, Temporary and Substitute Personnel section of the Classification & Salary Schedule, including but not limited to supplemental pay for faculty.

William D. Law Jr., President; and Patty Curtin Jones, Vice President, Human Resources & Public Affairs, recommend approval.

Attachment

pcj0610102

**MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**10-167.** The president sought approval of Curriculum Items, IX-H.1-H.2, and Item IX-I, Student Tuition and Fees Report. Mr. Burke moved approval. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Brett voted aye; Mr. Burke voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding these items is as follows:

Board Material Relating to  
Agenda Item IX-H.1  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
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**Credit Curriculum**

**Confirmation is sought for the following courses to be added effective Term III, 2009-2010:**

EEC 4940    PREKINDERGARTEN/PRIMARY EDUCATION PRIMARY I            1 credit  
Prerequisites: EEC 3204 and Admission to the Educational Studies Program.  
Corequisite: EEC 4210. This course is designed to provide field experiences and support related to the early childhood education courses in which the student is concurrently enrolled. The practicum focuses on language arts and emergent literacy, providing activities to stimulate language acquisition and reading readiness through dramatic play and a print- rich environment. Content builds upon generic competencies studied in education and emphasizes the twelve Florida Educator Accomplished Practices (FEAPS) at the pre-professional level. This course will enable the student to demonstrate knowledge of developmentally appropriate curriculum and environment for young children. Field work required will provide first-hand experience implementing course work in a licensed early childhood setting. This experience will be monitored by a representative from the College of Education. The practicum also includes a series of mandatory professional leadership seminars. Contact hours: 15, with a minimum of 4 hours per week of field based experience, for a total of 60 field based hours per semester.

EEC 4941    PREKINDERGARTEN/PRIMARY EDUCATION PRACTICUM II            1 credit

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Prerequisite: EEC 3204 and Admission to the Educational Studies Program. Corequisite: EEC 4211. This course will focus on: exploring number concepts, how concepts are developed and acquired, and promoting young children's concept development through problem solving, and assessing the child's developmental level. Science teaching strategies will use concept development, inquiry and curiosity, with an emphasis on exploration and discovery in sensory hands-on experiences, providing first-hand activities for young children at the appropriate stages of cognitive development. Appropriate technology will be utilized to support teaching and learning. Content builds upon generic competencies studied in education and emphasizes the twelve Florida Educator Accomplished Practices (FEAPS) at the pre-professional level. This course will enable the student to demonstrate knowledge of developmentally appropriate curriculum and environment for young children. Field work required will provide first-hand experience implementing course work in a licensed childhood center or a primary classroom in an accredited school. This experience will be monitored by a representative from the College of Education. The practicum also includes a series of mandatory professional leadership seminars. Contact hours: a minimum of 4 hours per week for a total of 60 hours per semester.

EEC 4942      PRESCHOOL EDUCATION PRACTICUM II EARLY CHILDHOOD  
EDUCATION PRESCHOOL: BIRTH TO AGE 4      1 credit  
Prerequisites: EEC 3204 and Admission to the Educational Studies BS Program.  
Corequisite: EEC 4212. This course is designed to provide field experiences and support related to the early childhood education courses in which the student is concurrently enrolled. The practicum will focus on: exploring number concepts, how concepts are developed and acquired, promoting young children's concept development through problem solving, and assessing the child's developmental level. Science teaching strategies will use concept development, inquiry and curiosity, with an emphasis on exploration and discovery in sensory hands-on experiences, providing first-hand activities for young children at the appropriate stages of cognitive development. Appropriate technology will be utilized to support teaching and learning. Content builds upon generic competencies studied in education and emphasizes the twelve Florida Educator Accomplished Practices (FEAPS) at the pre-professional level. This course will enable the student to demonstrate knowledge of developmentally appropriate curriculum and environment for young children. Field work required will provide first-hand experience implementing course work in a licensed childhood center. This experience will be monitored by a representative from the College of Education. The practicum also includes a series of mandatory professional leadership

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seminars. Contact hours: a minimum of 4 hours per week for a total of 60 hours per semester.

- EEC 4944      **PRESCHOOL EDUCATION PRACTICUM I: BIRTH TO AGE 4**      1 credit  
Prerequisite: EEC 3204 and Admission to the Educational Studies Program.  
Corequisite: EEC 4227. This course is designed to provide field experiences and support related to the early childhood education courses in which the student is concurrently enrolled. The practicum focuses on language arts and emergent literacy, providing activities to stimulate language acquisition and reading readiness through dramatic play and a print-rich environment. Content builds upon competencies studied in education and emphasizes the twelve Florida Educator Accomplished Practices (FEAPS) at the pre-professional level. This course will enable the student to demonstrate knowledge of developmentally appropriate curriculum and environment for young children. Field work required will provide first-hand experience implementing course work in a licensed early childhood setting. The practicum also includes a series of mandatory professional leadership seminars. Contact hours: 15, with a minimum of 4 field-based hours per week for a total of 60 field-based hours per semester.
- EEC 4945      **INTERNSHIP: PRESCHOOL EDUCATION: BIRTH TO AGE 4**      4 credits  
Prerequisites: Admission to Educational Studies BS program and successful completion of all Early Childhood Education BS program requirements. This course requires students in the Early Childhood Preschool Studies Track to demonstrate competency on the twelve Florida Educator Accomplished Practices (FEAPs) and the five standards in Standard for Early Childhood Professional Preparation from National Association for the Education of Young Children (NAEYC) at the pre-professional level during one semester of full day internship. This internship may be performed at a licensed center or school, which may be the student's employment site. This program provides a non-certification degree, focusing on professional training for employment not requiring teacher certification. The internship also includes a series of mandatory professional leadership seminars. Contact hours: a minimum of 35 hours per week for 15 weeks.
- EEC 4946      **INTERNSHIP: EARLY CHILDHOOD EDUCATION PREKINDERGARTEN/  
PRIMARY**      4 credits  
Prerequisites: Admission to the Educational Studies BS program and successful completion of all Early Childhood Education BS program requirements. This course requires students in the Prekindergarten/Primary Education Studies Track to demonstrate competency on the twelve Florida Educator Accomplished

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Practices (FEAPs) and the five standards in Standard for Early Childhood Professional Preparation from National Association for the Education of Young Children (NAEYC) at the pre-professional level during one semester of full day internship. This internship may be performed at a licensed center or school, which may be the student's employment site. This program provides a non-certification degree, focusing on professional training for employment not requiring teacher certification. The internship also includes a series of mandatory professional leadership seminars. Contact hours: a minimum of 35 hours per week for 15 weeks.

- MCB 3020C MICROBIOLOGY WITH LABORATORY 4 credits  
Prerequisites: BSC 2010, BSC 2010L, BSC 2011, BSC 2011L, CHM 1045, CHM 1045L, CHM 1046, CHM 1046L, CHM 2210, CHM 2210L, CHM 2211, and CHM 2211L. Microbiology is the study of organisms and agents too small to be seen clearly by the unaided eye. Topics will include microbial metabolism, nutrition, growth and control, molecular biology and microbial genetics, diversity of the microbial world, microbial ecology, microbial diseases and host defenses. The laboratory portion will complement lecture topics and include the application of fundamental techniques used in isolation, cultivation, and identification of microorganisms and using microorganisms to study current topics in biotechnology. 92 contact hours.
- REL 2955 STUDY ABROAD IN RELIGION 3 credits  
Prerequisite: ENC 0020 or EAP 1695 or appropriate score on SPC placement test or permission of the Dean. This course, exclusively for students in the SPC Study Abroad Programs, is designed to offer topics of special interest in religion to students combined with actual travel and study on-site at one or more SPC Study Abroad program partners. Such course offerings include an examination of the influence and interrelationships of religion and culture by experiencing various expressions of religious tenets including literature, philosophy, music, art, and architecture. Specific content will vary depending on the specific study abroad program. The course includes lectures, discussions, field trips and multiple writing experiences. In addition, the course involves extensive orientation and preparation plus careful monitoring of student work and progress while studying abroad.

**Confirmation is sought for the following courses to be changed effective Term III, 2009-2010:**

(If no strike-throughs or underlines are reflected below, the changes occurred in the Major Learning Outcomes, Course Objectives, or Criteria Performance Standard.)

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- COM 3120      ORGANIZATIONAL COMMUNICATION      3 credits  
Prerequisite: SPC 1017, SPC 1065 or SPC 1608, and admission to Banking BAS, International Business BAS, Management & Organizational Leadership BAS, Sustainability Management BAS, Technology Management BAS, Public Safety Administration BAS, or Educational Studies BS. This course will examine the process of communication within organizations. The topics of message dissemination, interpersonal communication, work group interaction, and nonverbal communication will be analyzed as to their impact on individuals and the organization. Emphasis will be placed on practical application techniques for diagnosing and resolving organizational communication problems. This course will also have a major writing requirement focusing on practical business writing techniques. 47 contact hours.
- DEP 3305      PSYCHOLOGY OF ADOLESCENCE      3 credits  
Prerequisite: (Admission to Initial Certification CT) or (PSY 1012 or PSY 1020H and admission to Educational Studies BS, Middle Grades Math Education BS or Middle Grades Science BS). This course is designed to focus on the various theories regarding the physical and psychosocial development of children ranging from pre-adolescence to adolescence. The course follows the social, emotional, cognitive, moral, and physical development of youth during this critical time and will consider the influences of biology, family, culture, school, and peers. Significant issues facing adolescents today are addressed. Emphasis is placed on the interaction between the role of the teacher and the needs and learning styles of students at these various developmental ages and stages. A minimum of 5 field-based or school-based hours of observation/teaching specifically are required. 47 contact hours.
- EDF 3214      STUDENT DEVELOPMENT AND LEARNING PRINCIPLES  
K-12      2-3 credits  
Prerequisite: Admission to Secondary Science Education BS, Business Technology Education BS, Educational Studies BS, Elementary Education with Reading BS, Exceptional Education with Reading BS, Elementary Education BS, Exceptional Education BS, Secondary Math Education BS, Technology Education BS, Canadian EPI, Elementary Education EPI, Exceptional Education EPI, Secondary Math EPI, Middle Grades Math EPI, Middle Grades Science EPI, Secondary Science EPI or Initial Certification. This course is designed to cover principles of learning and student development and their applications to learning/teaching situations. Self-concept, motivation, views of intelligence and assessment are examined with opportunities to analyze teaching/learning episodes



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and to develop a repertoire of teaching approaches. Emphasis is placed on the interaction between the role of the teacher and the needs and learning styles of students at various developmental ages and stages. A minimum of 5 school-based hours of observation/teaching specifically related to principles of learning and development are required. 47 contact hours.

- EDF 3660 EDUCATION AND PUBLIC POLICY IN THE UNITED STATES 3 credits  
Prerequisite: Admission to the ~~College of Education~~ Educational Studies BS Program. This course is designed to study the relationship between education and public policy at the federal, state, and local levels of government. Emphasis is placed on the social, political, and economic factors that affect the development of educational public policy. 47 contact hours.
- EDF 4932 SENIOR CAPSTONE FOR EDUCATIONAL STUDIES 4 credits  
Prerequisite: Admission to ~~the College of Education~~ Educational Studies BS Program and senior standing. This course is to be taken during the student's last semester in the College of Education. This multidisciplinary course is the culminating experience with a focus on critical analysis designed to broaden students' perspectives within the social sciences, including Education. This course helps students seeking careers in non-school settings develop a more thorough understanding of the issues confronting institutions from a national or global perspective. Students will integrate knowledge and skills developed during the Educational Studies program to create an independent study such as a research project, case study, grant application, improvement plan, service learning project, etc. to explore a specific issue or problem. 62 contact hours.
- EDG 3620 CURRICULUM AND INSTRUCTION 3 credits  
Prerequisite: Admission to Educational Studies BS, Elementary Education BS, Elementary Education with Reading BS, Canadian EPI, or Initial Certification ~~the College of Education or permission of the Dean~~. This course is an introduction to major concepts, assumptions, debates, processes of inquiry, and ways of knowing within the school curriculum. Preservice teachers create coherent, meaningful learning experiences using the major philosophical foundations of education to develop learners' competence in subject matter knowledge. Preservice teachers evaluate the suitability of the content against learner intellectual, social, emotional, physical characteristics. This course is writing intensive. 47 contact hours.
- EEC 3005 CHILD GROWTH AND DEVELOPMENT: BIRTH TO AGE 8 3 credits

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Prerequisite: Admission to the Educational Studies BS. Corequisite: EEC 3403. This course is the study of child growth and development from conception to age eight. The focus is on cognitive, social, physical, and emotional development of the young child. Course content will include theories of child development, the means through which young children learn, and the role of adults in children's development. 47 contact hours.

- EEC 3009 FOUNDATIONS OF EARLY CHILDHOOD CARE AND EDUCATION: BIRTH TO AGE 8 3 credits  
Prerequisite: ~~EEC 3005~~, EEC3403; and Admission to Educational Studies BS. In this course students will explore the historical, social, political, economic and philosophical foundations of early education, early intervention models and approaches, the role of early childhood education in children's lives, relevant learning theories and their application to early education and public policy, governance and advocacy issues. The course provides a context for a dialogic process that encourages reflective inquiry and collaborative thinking. 47 contact hours.
- EEC 3204 CURRICULUM IN EARLY CHILDHOOD EDUCATION: BIRTH TO AGE 8 3 credits  
Prerequisite: ~~EEC 3005~~, EEC 3403; and Admission to Educational Studies BS. This course is a study of the components of developmentally appropriate curriculum. Students will evaluate learning environments, analyze classroom schedules and write age appropriate lesson plans for young children, birth to age eight. This course requires 15 field experience hours in an early childhood setting. 47 contact hours.
- EEC 3403 YOUNG CHILDREN WITH SPECIAL NEEDS: BIRTH TO AGE 8 3 credits  
Prerequisite: ~~EEC 3005~~ Admission to Educational Studies BS. Corequisite: EEC 3005. This course introduces the student to the study of young children, birth through eight years of age, with special needs. The content includes an overview of historical and legal perspectives; the family-based model of service delivery; the importance of early identification and strategies for teaching young children with special needs including the preparation of the learning environment and curriculum design. This course requires 5 field experience hours in an early childhood setting. 47 contact hours.
- EEC 3413 WORKING WITH DIVERSE FAMILIES IN EARLY CHILDHOOD EDUCATION: BIRTH TO AGE 8 3 credits

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Prerequisite: ~~EEC 3005~~ Admission to Educational Studies BS. This course is designed to provide students with a general knowledge of how to serve families they will meet, not only in their early childhood setting, but in the community at large. It will explore issues of human rights, multiculturalism, and also variations in family lifestyles. This course will provide both an historical and current context for cultural understanding in an atmosphere of open dialogue and reflective inquiry. This course requires 5 field experience hours in an early childhood setting. 47 contact hours.

EEC 3731 HEALTH, SAFETY, AND NUTRITION FOR THE YOUNG CHILD: BIRTH TO AGE 8 3 credits

Prerequisite: ~~EEC 3005~~, Admission to Educational Studies BS. This course will prepare students to manage the diverse issues related to health, safety and nutrition, specifically as applied to children from birth to age eight. The course examines existing early childhood health, safety, disease control and nutritional policies; explores development of health and nutrition standards for children ages birth to eight based on current public policy; investigates healthy and safe school environment practices for children ages birth to eight; researches materials and methods for teaching health, safety and nutrition in primary elementary education. 47 contact hours.

EEC 4207 ASSESSMENT AND EVALUATION OF YOUNG CHILDREN: BIRTH TO AGE 8 3 credits

~~Co-Requisite: EEC 3005~~. Pre requisite: Admission to Educational Studies BS. This course is designed to increase the student's effective use of assessment and evaluation procedures in early childhood and primary education settings. The student will review appropriate observation and documentation procedures. Students will also compare, analyze and interpret assessments and results to plan curriculum that is responsive to and supports the development and learning of young children, birth to age 8. This course requires 15 field experience hours in an early childhood setting. 47 contact hours.

EEC 4210 INTEGRATED CURRICULUM I FOR PREKINDERGARTEN/PRIMARY EDUCATION 3 credits

Prerequisite: ~~EEC 3005~~ EEC 3204 and admission to Educational Studies BS. Corequisite: EEC 4940. This course is designed to increase understanding of creative experiences for children three to eight years of age (prekindergarten to grade three). Emphasis is placed on creating and adapting meaningful, challenging and engaging developmentally supportive learning experiences in art, music, movement and physical skills, and drama. This course requires 15 field experience

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hours in an early childhood setting. The course promotes methods to incorporate creativity into all aspects of the curriculum. 47 contact hours.

- EEC 4211      INTEGRATED CURRICULUM II FOR PREKINDERGARTEN/PRIMARY EDUCATION      3 credits  
Prerequisite: ~~EEC 3005~~ EEC 3204 and admission to Educational Studies BS.  
Corequisite: EEC 4941. This course will focus on exploring sequential math development, identifying how concepts are developed and acquired, and promoting young children's concept development through problem solving, and assessing the child's developmental level. It will also focus on teaching science strategies using concept development, process of inquiry, planning for fundamental concepts in science including activities for young children at the appropriate stages of cognitive development, while utilizing appropriate technology to support teaching and learning. This course requires 15 field experience hours in an early childhood setting. 47 contact hours.
- EEC 4212      MATH, SCIENCE, AND TECHNOLOGY FOR PRESCHOOL EDUCATION: BIRTH TO AGE 4      3 credits  
Prerequisite: ~~EEC 3005~~ EEC 3204 and admission to Educational Studies BS.  
Corequisite: EEC 4942. This course presents the process of introducing science, technology, and math for young children to age 4. It includes planning and implementation of appropriate activities and development of methods and techniques of delivery, fostering an exploration of methods and materials for teaching young children math and science concepts and process skills through discovery and play. This course requires 15 field experience hours in an early childhood setting. 47 contact hours.
- EEC 4227      CREATIVE ARTS FOR PRESCHOOL EDUCATION      3 credits  
Prerequisite: ~~EEC 3005~~ 3204 and admission to Educational Studies BS.  
Corequisite: EEC 4943. This course is designed to increase understanding of the development of creativity and the importance of creative experiences from birth through four years of age. Emphasis is placed on creating and adapting meaningful, challenging, engaging and developmentally supportive learning experiences in art, music, movement, and dramatics. This course requires 15 field experience hours in an early childhood setting. The course incorporates methods to promote creativity into all aspects of the curriculum. 47 contact hours.
- EEC 4408      FAMILY, TEACHER, COMMUNITY RELATIONS IN EARLY CHILDHOOD EDUCATION: BIRTH TO AGE 8      3 credits

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Prerequisite: ~~EEC 3005~~ Admission to Educational Studies BS. This course is designed to prepare the student to acquire an understanding of diversity within families and the development of positive relationships between teachers and families. Implications from this knowledge will guide the development of systems and programs that promote sustained collaboration between families and schools for children, birth to age 8. This course requires 5 field experience hours in an early childhood setting. 47 contact hours.

EEC 4706 EARLY AND EMERGENT LITERACY IN PRESCHOOL EDUCATION 3 credits

Prerequisite: ~~EEC 3005~~ Admission to Educational Studies BS. This course is designed to increase understanding of the emergence of human language and the fundamentals of early literacy development in children from birth to four years of age. Communication ranging from prenatal interactions through the preschool years will be explored along with the understanding that communication is a whole process in which speaking, listening, using written symbols and reading symbols are closely connected. Language, communication, literacy theory and current research are used to encourage the development of informed practices that are developmentally appropriate for the age of the child. This course requires 15 field experience hours in an early childhood setting. 47 contact hours.

EMS 4314 ADVANCED EMERGENCY MEDICAL SERVICES (EMS) ADMINISTRATION 3 credits

Prerequisite: Admission to ~~the~~ Public Safety BAS or Health Services Administration BAS. This course is for students interested in the field of Emergency Medical Services (EMS) administration. The focus of the course will allow the student to gain a global overview of EMS system administration and financing of EMS operations, risk management, quality improvement programs, personnel development and management. This course will foster skills to enhance the student's ability to function in an administrative setting in the EMS profession. 47 contact hours.

EMS 4315 ANALYTICAL APPROACHES TO EMS SYSTEMS 3 credits

Prerequisite: Admission to ~~the~~ Public Safety BAS ~~Program~~ or Health Services Administration BAS. This course is for students interested in the field of Emergency Medical Services (EMS) administration. The focus of the course will be a global overview of EMS System design and operation. The course will also incorporate research as it pertains to EMS in system management, clinical, and human performance. 47 contact hours.

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- EMS 4316      EMERGENCY MEDICAL SERVICES INJURY PREVENTION AND PUBLIC HEALTH      3 credits  
Prerequisite: Admission to ~~the~~ Public Safety Administration BAS ~~Program~~ or Health Services Administration BAS. This course is for students interested in the field of Emergency Medical Services (EMS) injury prevention and public health. The focus of the course will be a global overview of EMS injury prevention for EMS personnel and the community. Additionally the course will enhance the student's understanding of the role of public health and EMS. 47 contact hours.
- FIN 4504      INVESTMENTS      3 credits  
Prerequisite: FIN 3403 and admission to ~~the~~ Banking BAS ~~program~~ or Business Administration BS. This course examines the nature of the modern capital markets, investments, and portfolio management. It is intended to blend theory with appropriate application to create strategies to achieve successful value creation. The characteristics and valuation of equity, fixed income, and derivative securities will be addressed. 47 contact hours.
- ISM 4212      DATABASE DESIGN AND ADMINISTRATION      3 credits  
Prerequisite: CGS 1100 ~~or permission of the Dean~~ and admission to ~~the~~ Technology Management BAS ~~or Health Services Administration BAS~~ or Health Services Administration BASPR program. This course covers the essentials of database design and administration in a business environment and focuses on the skills and knowledge necessary to develop data models aligned with the requirements of business. This course also covers structured query language (SQL) and the object-oriented approach to data modeling and design. 47 contact hours.
- LAE 4414      LANGUAGE      ARTS      FOR      PREKINDERGARTEN/PRIMARY EDUCATION      3 credits  
Prerequisite: ~~EEC 3005~~. Admission to Educational Studies BS. Pre or Corequisite: EEC 3204. This course is designed to increase the student's understanding of the fundamentals of early literacy, early reading skills and reading development in children three to eight years of age (prekindergarten to grade three.) Literacy development will be explored along with the understanding that communication is a whole process in which speaking, listening, using written symbols and reading symbols are closely connected. The course explores activities that foster a balanced, positive, constructive and appropriate attitude towards literacy in young children as reflected in college classroom performance and practical application. The course requires 15 field experience hours in an early childhood setting. 47 contact hours.

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- MAN 3860 PHILANTHROPY AND THE MANAGEMENT OF THE NOT-FOR-PROFIT (NFP) 3 credits  
Prerequisite: Admission to ~~the~~ Management and Organizational Leadership BAS or Sustainability Management BAS ~~program or permission of the Dean~~. This course will provide the student with an introduction to the principles of philanthropy and the history of the creation of not-for-profit organizations. Attention will be given to strategic planning as an essential executive management tool for the growth and survival of not-for-profit organizations. This includes the understanding of the purpose of a strong mission and vision statement. Also, students will be introduced to the role of a board of trustees and the importance of volunteer management. Attention will also be given to the executive manager's role in evaluating, setting, and implementing financial goals for the organization's sustainability. This course includes a brief introduction to the most common types of fund development plans. 47 contact hours.
- MAN 3949 COOPERATIVE WORK EXPERIENCE IN COLLEGE OF TECHNOLOGY AND MANAGEMENT 3 credits  
Prerequisite: Admission to Banking BAS, Business Administration BS, International Business BAS, Management & Organizational Leadership BAS, Sustainability Management BAS, or Technology Management BAS and senior standing and faculty advisor/co-op coordinator or Dean's approval. This course provides a mechanism to earn credit for relevant work experience, on the job. Those already working in the field can earn credit for their on-the-job training and effort. Students will be required to complete a portfolio and make a presentation to earn this credit. The equivalent of three months full-time work is required. The portfolio of work will be reviewed by a faculty member for relevance to the studies, nature/quality of the work and the student's individual contributions. This course can be taken for a total of 6 credits, but only 3 credit hours will be used for elective credit toward the degree in College of Technology and Management. Co-op credits over and above three credit hours are elective credits, but do not count towards the minimum 120 hours needed for the BAS degree.
- MAN 4787 ENERGY AND ENVIRONMENTAL TECHNIQUES 3 credits  
Prerequisite: Admission to ~~the~~ Management and Organizational Leadership BAS or Sustainability Management BAS ~~program or permission of the Dean~~. This course introduces students to how organizations can deal with societal challenges associated with energy and the environment. This course is intended for students with little or no background in science or mathematics, and will focus on organizational applications and opportunities for sustainability/green initiatives.

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This will include availability and cost requirements of energy, as well as the effects of energy use on our environment. Students will explore organizational energy and environmental models that are increasingly overlapping in the global marketplace. This course will highlight applications and opportunities for today's managers to link operating decisions to environmentally and energy focused practices. 47 contact hours.

- MAN 4788      SUSTAINABILITY AND ENVIRONMENTAL ISSUES      3 credits  
Prerequisite: Admission to ~~the~~ Management and Organizational Leadership BAS or Sustainability Management BAS program or ~~permission of the Dean~~. This course integrates social and environmental values in a management context in order to further the student's understanding of human, natural, and financial sustainability issues. The student will evaluate sustainability and environmental philosophies on a broad scale. The student will understand international policies and regulations, human welfare, politics, environmental racism, hazardous waste and pollution, global warming, and other key sustainability/green issues. The student will work to develop skills in conducting cost-benefit, payback, and life cycle analysis to justify projects and evaluate their impact on sustainability/green issues. By increasing the student's understanding, he or she will be better prepared to direct a company, community, or country in ways that restore and enhance stakeholder value while insuring the continued sustainability of the environment as a whole for current and future generations. 47 contact hours.
- MAN 4935      SPECIAL TOPICS IN MANAGEMENT CONCEPTS      3 credits  
Prerequisite: Admission to Banking BAS, the International Business BAS, Management & Organizational Leadership BAS, Sustainability Management BAS, or Technology Management BAS program. This course is an examination of unique management topics and problems that deserve additional depth and attention as the art and science of management evolves. The student will be introduced to the foundational philosophies, history, and contemporary issues surrounding the course topic. 47 contact hours.
- MAR 4836      CONCEPT AND PRODUCT DEVELOPMENT      3 credits  
Prerequisite: Admission to ~~the~~ Management and Organizational Leadership BAS or Sustainability Management BAS program or ~~permission of the Dean~~. This course will illustrate the numerous aspects involved with establishing bona-fide product concepts for newly established entrepreneurs. Included will be an in-depth review of how micro- and macro-econometric modeling and predictive marketing research models are created and used in consumer and business-to-business markets. Specific areas of focus include problem-solution relationships,



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innovation, idea generation, concept transition, test marketing, commercialization and branding. 47 contact hours.

- RED 4511 INTERMEDIATE LITERACY 3-6: READING, WRITING, AND THINKING 2-3 credits  
Prerequisite: ~~RED 3309, EDG 3620 or EEX 3241 and admission to Elementary Education with Reading BS, Exceptional Student Education with Reading BS, Elementary Education BS, Exceptional Student Education BS, Canadian EPI, Elementary Education EPI, Exceptional Student Education EPI, or Initial Certification.~~ Prerequisite: (Admission to Initial Certification) or (RED 3309 and (EDG 3620 or EEX 3241) and admission to Elementary Education with Reading BS, Exceptional Education with Reading BS, Elementary Education BS, or Exceptional Education BS) or (RED 3309 and admission to Canadian EPI, Elementary Education EPI or Exceptional Education EPI). This course is a beginning reading and writing course that combines the study of theory and practice in the teaching of developmental reading/literacy in the elementary intermediate grades. The major emphasis of the course is placed on current theories, methods, and materials used in reading/literacy and writing instruction. Lecture, discussion, simulated teaching and fieldwork constitute different course activities. 47 contact hours.
- RED 4519 DIAGNOSIS AND INTERVENTION IN READING 2-3 credits  
Prerequisites: (RED 3309 and RED 4511 and (EDG 3620 or EEX 3241), and admission to Elementary Education with Reading BS, Elementary Education BS, Exceptional Student Education with Reading BS, Exceptional Student Education BS) or (RED 3309 and RED 4511 and admission to Elementary Education EPI, Exceptional Student Education EPI or Canadian EPI-program). This course is designed to focus on formal and informal methods (e.g., standardized norm-referenced, criterion-referenced, performance assessment) and materials used to identify reading strengths and needs of students. Students will complete case studies to demonstrate their ability to diagnose and correct reading difficulties. Topics include assessments that address all elements of reading (e.g., comprehension, word recognition, phonemic awareness, phonics, fluency, vocabulary and concept development, cognitive strategies). The major emphasis of this course is on diagnosis of reading problems, administration of assessments, evaluation of results, and planning instruction/interventions to correct or remediate. Lecture, discussion, simulated assessment practice, and actual case studies constitute different course activities. 20 school-based hours. 32 - 47 contact hours.

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REE 3043 REAL ESTATE BUSINESS FUNDAMENTALS 3 credits  
Prerequisite: Admission to ~~the~~ International Business BAS, Management and Organizational Leadership BAS, or Sustainability Management BAS program ~~or permission of the Dean.~~ This will serve as the introductory course to the Real Estate Track. The intent of this course is to provide an overview of the real estate industry, including an introduction to fundamental real estate concepts and practices, legal and financial aspects, as well as construction and market trends. 47 contact hours.

**Confirmation is sought for the following programs to be changed effective Term III, 2009-2010:**

BS Degrees:

Biology (BIOLOGY-BS) – See attached

Educational Studies (EDST-BS) – See attached

**Approval is sought for the following courses to be added effective Term I, 2010-2011:**

DIG 2500 FUNDAMENTALS OF INTERACTIVE DESIGN 3 credits  
Prerequisite: COP 1827 or permission of program administrator. This course studies the implementation of the foundations of interactive media including user-interface design concepts, optimization/performance issues, resources and tools. The students combine audio, video, imaging, animation, and other media formats to construct an interactive product using industry-standard software. 47 contact hours.

DIG 2800 WEB 2.0 AND SOCIAL MEDIA 3 credits  
Prerequisite: COP 2823 or permission of program administrator. This course is designed to explore the current technologies associated with Web 2.0 and Social Media. Topics to be covered include Social Networking, Real Simple Syndication (RSS), Tagging, Consumer Generated Content (CGS), Blogs, Wikis, and Podcasting. Student knowledge in the historical perspectives, prevailing definitions and industry-wide applications of Web 2.0 and Social Media tools will be extended. 47 contact hours.

**Approval is sought for the following courses to be changed effective Term I, 2010-2011:**

(If no strike-throughs or underlines are reflected below, the changes occurred in the Major Learning Outcomes, Course Objectives, or Criteria Performance Standard.)

ARC 2201 ARCHITECTURAL THEORY I 3 credits

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Prerequisites: ARC 1701, ARC 2303, ~~PHY 1053 and MAC 2233~~. This course is a theoretical exploration into the meaning and goals of architecture; an investigation of the creative process of design. 47 contact hours.

- ARC 2304      ARCHITECTURAL DESIGN IV      4 credits  
Prerequisites: ~~PHY 1053, MAC 2233~~, ARC 2303 with grade of "C." A personal interview and a review of the student's portfolio and academic record by an architecture faculty committee is required for admission to this course. This course is a continuation of Architectural Design III, basic studies in perception of the components of architecture. This course has a substantial writing requirement. ~~Eight class and laboratory hours weekly. 122 contact hours.~~
- ARC 2501      ARCHITECTURAL STRUCTURES I      4 credits  
Prerequisites: ~~PHY 1053, MAC 2233~~ and ARC 2303. This course is a study of basic principles of static mechanics and strength of materials relating to the design, investigation, and behavior of structural elements and systems of buildings. 62 contact hours. This course has a substantial writing requirement.
- DIG 2109      DIGITAL GRAPHICS IMAGING FUNDAMENTALS      3 credits  
Prerequisite: CGS 1060 or permission of program ~~director-administrator~~. This course is a foundation course in computer-aided graphics. This course addresses techniques, applications, formats and concepts necessary to build graphics to be used in digital media presentations. Software used by professional media developers to create images for digital media applications will be used in this class. 47 contact hours.

**Confirmation is sought for the following programs to be changed effective Term I, 2010-2011:**

AS Degrees:

Digital Arts, Media and Interactive Web Design (DIG-AS) – See attached

**Approval is sought for the following courses to be changed effective Term II, 2010-2011:**

(If no strike-throughs or underlines are reflected below, the changes occurred in the Major Learning Outcomes, Course Objectives, or Criteria Performance Standard.)

- PHT 2820L      PHYSICAL THERAPY CLINICAL PRACTICE III      4 credits  
Prerequisites: PHT 2810L and PHT 2931 with grades of "C" or higher. This clinical and laboratory course is correlated with class material. It provides the student with selected experiences in the college laboratory and the healthcare

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agency. Emphasis is placed on complex/advanced therapeutic procedures in clinical practice. Advanced problem-solving techniques are employed in clinical decision-making. 180 contact hours.

William D. Law, Jr., President and Tonjua Williams, Vice President for Academic and Student Affairs recommend approval.

rrm 0608103

### **PROGRAM CHANGE – BS DEGREE**

#### **BIOLOGY (BIOLOGY-BS)**

#### **BACHELOR OF SCIENCE DEGREE**

<http://www.spcollege.edu/program/BIOLOGY-BS>  
[Admissions Checklist](#)

**John Vaughan, Dean, SE, (727) 394-6995**

#### **UPPER DIVISION REQUIREMENTS**

Admission requires an A.A. Degree and completion of the state-mandated prerequisites listed below.

#### **STATE MANDATED PREREQUISITES - Grade of "C" or better required for all courses**

The following courses are required and may be used as part of the General Education Requirements:

BSC	2010/L	Biology I – Cellular Processes and Lab	4
BSC	2011/L	Biology II – Organisms and Ecology and Lab	4
CHM	1045/L	General Chemistry and Qualitative Analysis I and Lab	4
CHM	1046/L	General Chemistry and Qualitative Analysis II and Lab	4
CHM	2210/L	Organic Chemistry I and Lab	4
CHM	2211/L	Organic Chemistry II and Lab	4
MAC	2311	Calculus with Analytic Geometry I <b>OR</b> (MAC 2233)	5
STA	2023	Elementary Statistics <b>OR</b> (MAC 2312 or 2234)	3

#### **REQUIRED MAJOR COURSES (36 credits) - Grade of "C" or better required for all courses**

BCH	4024	Biochemistry and Molecular Biology	4
PCB	3043C	Ecology with Lab	4
PCB	3063C	Genetics with Lab	4
PCB	4674	Adaptation in Plants and Animals	3
PCB	4723C	Comparative Animal Physiology with Lab	4
PHY	1053	General Physics I	3
PHY	1048L	Physics Laboratory I	1
PHY	1054	General Physics II	3
PHY	1049L	Physics Laboratory II	1
<b>BOT</b>	<b>3353C</b>	<b>* Morphology of Vascular Plants</b>	<b>4</b>
<b>BSC</b>	<b>4931</b>	<b>* Senior Seminar</b>	<b>1</b>
MCB	3020C	Microbiology with Laboratory <b>OR</b>	4
<b>PCB</b>	<b>3023C</b>	<b>* Cell Biology with Lab</b>	<b>(4)</b>

#### **ELECTIVES (Select 24 credits) - Grade of "C" or better required for all courses**

ATE	3633	Small Animal Nutrition	(3)
HSC	3201	Community Health and Epidemiology	(3)

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ZOO	4513C	Animal Behavior with Lab	(4)
ANS	3006C	* Introduction to Animal Science	(4)
BSC	3312C	* Marine Biology with Lab	(4)
BSC	4910	* Undergraduate Research	(1-4)
BSC	4934	* Selected Topics in Biology	(1-8)
ZOO	3203C	* Invertebrate Zoology with Lab	(4)
ZOO	3303C	* Vertebrate Zoology with Lab	(4)
ZOO	3713C	* Functional Vertebrate Anatomy with Lab	(4)
ZOO	3733C	* Human Anatomy	(4)
<b>TOTAL PROGRAM HOURS</b>			<b>120</b>

\* Not submitted to C&I

**NOTE:** If you have not completed two consecutive years of the same foreign language in high school or 8 credits in college, you will need to complete 8 credits of foreign language before completing the B.S. program.

PROGRAM CHANGE – BS DEGREE

**COLLEGE OF EDUCATION  
EDUCATIONAL STUDIES WITH SUBPLANS IN  
INTERDISCIPLINARY STUDIES OR  
PRESCHOOL EDUCATION (BIRTH TO AGE 4) OR  
PREKINDERGARTEN/PRIMARY EDUCATION (AGE 3 TO GRADE 3)  
(EDST-BS)**

**BACHELOR OF SCIENCE DEGREE**

<http://www.spcollege.edu/program/EDST-BS>

**Dr. Sally S. Naylor, Dean, TS, (727) 712-5876**

**This degree does not lead to a teaching certificate.**

**PREREQUISITE: Admission to the College of Education – Educational Studies**

Students pursuing an A.A. degree in Education from St. Petersburg College should consult the Education A.A. portion of the catalog for General Education Requirements.

**EDUCATION PREREQUISITES - Grade of "C" or higher required**

EDF	1005	Introduction to Education	3
EDF	2085	Teaching Diverse Populations	3
EME	2040	Introduction to Educational Technology	3

In addition to these Education courses listed above, students are required to complete the general education (Associates of Arts Degree) that corresponds with their catalog year/requirement term. Students who have earned a previous A.A. or bachelor's degree should consult an advisor for transcript review.

**MAJOR REQUIREMENTS (18 credits) - Grade of "C" or higher required**

COM	3120	Organizational Communication	3
EDF	3660	Education and Public Policy in the U.S.	3
EDF	4490	Research in Educational Studies	3
EDF	4632	Sociology of Education	3
EDF	4810	Comparative and International Education	3
MAN	3303	Management and Leadership Practices	3

**SUBPLAN A: INTERDISCIPLINARY STUDIES (IDS) (42 credits) - Grade of "C" or higher required**

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DEP	3305	* Psychology of Adolescence (5 FE hrs)	3
EDF	4781	Educational Issues for the 21 <sup>st</sup> Century	2
EDF	4932	Senior Capstone for Educational Studies	4
MAN	3301	Public Personnel Management	3
<del>EDG</del>	<del>3620</del>	<del>Curriculum &amp; Instruction</del>	<del>3</del>
PAD	3874	Community Relations: Theory and Practice	3
<b>Select 9 6 credits:</b>			
EDF	3214	* Student Development & Learning Principles K-12 (5 FE hrs)	(3)
EDF	4430	Measurement, Evaluation & Assessment in Education K-12	(2)
EDG	3410	Classroom Management & Communication K-12	(2)
EEX	3012	* Nature & Needs of Exceptional Students K-12 (10 FE hrs)	(3)
EEX	3241	Organization, Curriculum, and Instruction for Exceptional Students	(2)
RED	3309	* Early and Emergent Literacy K-2 (15 FE hrs)	(3)
TSL	3080	* ESOL Issues: Principles & Practices I K-12 (15 FE hrs)	(3)
TSL	4081	* ESOL Issues: Principles & Practices II K-12 (15 FE hrs)	(3)
<b>Select 12 6 credits:</b>			
BUL	3310	Advanced Legal Environment of Business	(3)
<del>EDG</del>	<del>3620</del>	<del>Curriculum &amp; Instruction</del>	<del>3</del>
ISM	3011	Management of Information Systems	(3)
ISM	4480	Electronic Commerce Systems & Strategies	(3)
MAN	3240	Applied Organizational Behavior	(3)
<del>MAN</del>	<del>3301</del>	<del>Public Personnel Management</del>	<del>(3)</del>
MAN	3504	Operations Management	(3)
MAN	3600	International Business	(3)
MAN	4102	Managing Cultural Diversity	(3)
MAN	4625	Managing Global Human Resources	(3)
<b>Select 6 credits:</b>			
PAD	3034	Survey of Public Policy	(3)
PAD	4014	Political and Socio-Economic Impact of Gangs	(3)
PAD	4232	Grant Administration & Resource Development	(3)
<b>Select 9 Additional Credits from Elective Areas Above</b>			<b>(9)</b>

OR

#### **SUBPLAN B: PRESCHOOL EDUCATION (BIRTH TO AGE 4) (PREEDU) (42 credits)**

##### **Grade of "C" or higher required (Courses in Bold Have Not Been Approved)**

EEC	3005	Child Growth and Development: Birth to Age 8	3
EEC	3009	Foundations of Early Childhood Care and Education: Birth to Age 8	3
EEC	3204	* Curriculum in Early Childhood Education: Birth to Age 8 (15 FE hrs)	3
EEC	3403	* Young Children with Special Needs: Birth to Age 8 (5 FE hrs)	3
EEC	3413	* Working with Diverse Families in Early Childhood Education: Birth to Age 8 (5 FE hrs)	3
EEC	3731	Health, Safety and Nutrition for the Young Child: Birth to Age 8	3
EEC	4207	* Assessment and Evaluation of Young Children: Birth to Age 8 (15 FE hrs)	3
EEC	4212	* Math, Science and Technology for Preschool Education: Birth to Age 4 (15 FE hrs)	3
EEC	4227	* Creative Arts for Preschool Education (15 FE hrs)	3
EEC	4408	* Family, Teacher, Community Relations in Early Childhood Education: Birth to Age 8 (5 FE hrs)	3
EEC	4706	* Early and Emergent Literacy in Preschool Education (15 FE hrs)	3
TSL	3080	* ESOL Issues: Principles & Practices I K-12 (15 FE hrs)	3
EEC	4942	* Preschool Education Practicum I (Birth – Age 4) (60 FE hrs)	1
EEC	4943	* Preschool Education Practicum II Early Childhood Education (Birth – Age 4) (60 FE hrs)	1
EEC	4945	* Internship : Preschool Education (Birth – Age 4) (15 weeks)	4

OR

#### **SUBPLAN C: PREKINDERGARTEN/PRIMARY EDUCATION (AGE 3 TO GRADE 3) (PREK) (42 credits)**

##### **Grade of "C" or higher required (Courses in Bold Have Not Been Approved)**

EEC	3005	Child Growth and Development: Birth to Age 8	3
EEC	3009	Foundations of Early Childhood Care and Education: Birth to Age 8	3
EEC	3204	* Curriculum in Early Childhood Education: Birth to Age 8 (15 FE hrs)	3

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EEC	3403	* Young Children with Special Needs: Birth to Age 8 (5 FE hrs)	3
EEC	3413	* Working with Diverse Families in Early Childhood Education: Birth to Age 8 (5 FE hrs)	3
EEC	3731	Health, Safety and Nutrition for the Young Child: Birth to Age 8	3
EEC	4207	* Assessment and Evaluation of Young Children: Birth to Age 8 (15 FE hrs)	3
EEC	4210	* Integrated Curriculum I for Prekindergarten/Primary Education (15 FE hrs)	3
EEC	4211	* Integrated Curriculum II for Prekindergarten/Primary Education (15 FE hrs)	3
EEC	4408	* Family, Teacher, Community Relations in Early Childhood Education: Birth to Age 8 (5 FE hrs)	3
LAE	4414	* Language Arts for Prekindergarten/Primary Education (15 FE hrs)	3
TSL	3080	* ESOL Issues: Principles & Practices I K-12 (15 FE hrs)	3
EEC	4940	* Prekindergarten/Primary Education Practicum I (60 FE hrs)	1
EEC	4941	* Prekindergarten/Primary Education Practicum II (60 FE hrs)	1
EEC	4946	* Internship: Early Childhood Education Prekindergarten/Primary Education	4

### **TOTAL PROGRAM HOURS**

**120**

\* Field Experiences: Depending on elective choices, **Subplan A** requires a minimum of 40 5 clinical clock hours.  
**Subplan B** and **Subplan C** both require 225 clinical clock hours plus a 15-week internship.

### **ADDENDUM: ADDITIONAL GRADUATION REQUIREMENTS**

#### **CULTURAL DIVERSITY: (6 credits)**

Six credits with an international or diversity focus. This requirement may have been satisfied in the first 60 semester hours.

#### **FOREIGN LANGUAGE REQUIREMENTS:**

Two consecutive years in high school or one year of college instruction in a single foreign language.

**NOTES:** For admission and graduation a cumulative GPA of 2.0 or higher is required.

Questions regarding admissions, please consult with the Dean of College of Education.

Students who have questions concerning catalog year requirements should consult the appropriate SPC College catalog or an academic advisor. Students who have questions concerning state mandated prerequisites should consult [www.facts.org](http://www.facts.org) and review the appropriate common prerequisite manual or see an academic advisor.

## **PROGRAM CHANGE – AS DEGREE**

### **DIGITAL ARTS, MEDIA AND INTERACTIVE WEB DESIGN (DIG-AS)**

#### **ASSOCIATE IN SCIENCE DEGREE**

(Program offered on the Seminole Campus)

**Delynda Keefe, Instructor-in-Charge Lead Instructor, SE (727) 394-6127**

**Basil Moutsatsos, Academic Chair, SE (727) 394-6011**

**Dr. James Olliver, Provost, SE (727) 394-6111**

The Digital Media Technology program at St. Petersburg College meets the needs of one of the fastest growing sectors in the computer industry. Digital Media pertains to the convergence of communication technologies, including television, the World Wide Web, and computer-based interactivity and nonlinear structure. It extends well beyond the scope of the business world. Interactive games, education, CD-ROMs, DVDs, digital video, and dynamic Websites are changing the way we learn and entertain ourselves. The Digital Technology program was created in partnership with skilled and talented professionals drawing on their leadership in digital technology. The program was also designed in collaboration with the Interactive Media Technology Project consortium commissioned to update the Student Performance Standards and Curriculum Frameworks for AS/AA degrees throughout Florida. Students enrolled in the program not only receive a well-rounded general education with an emphasis on originality and creativity, but also acquire the specific skills essential to working in today's digital media industry and the future. Graduates from this program will be able to start careers in digital media production, digital video, instructional integration, interactive and educational media production and other areas utilizing digital media technology. Each graduate will be required to create an industry standard digital portfolio that meets the approval of staff and advisory committee member(s). The program is open to all students who show an interest in digital media and who complete the general college admission procedures.

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#### **\*\*\*\*GENERAL EDUCATION AND SUPPORT COURSES (18 credits)**

ENC	1101	Composition I or (Honors)	3
SPC	1017	Introduction to Speech Communication <b>OR</b> (SPC 1017H, 1065, 1608 or 1608H)	3
Humanities/Fine Arts Approved Course ****			3
Mathematics One college-level course with MAC, MAP, MAS, MGF, MTG or STA prefix			3
Social and Behavioral Sciences Approved Course ****			3
PHI	1600	Studies in Applied Ethics <b>OR</b> (PHI 1602H, 1631, 2635 or 2649)	3
Computer/Information Literacy Competency Requirement			

#### **MAJOR COURSES (31 credits)**

ART	1300C	Drawing I	3
CGS	1000	Introduction to Computers and Programming	3
CGS	1874	Introduction to Flash	3
CGS	2525	Introduction to Multimedia	2
COP	1822	Introduction to Web Page Creation	1
COP	1826	Web Graphics Design I	3
COP	2823	Advanced Web Page Creation	3
DIG	2030	Survey of Digital Video	3
DIG	2091	Legal Issues in Media Development	2
**DIG	2109	<del>Digital Graphics</del> Digital Imaging Fundamentals	3
DIG	2251	Sound for Media	2
DIG	2545	Media Planning	2
DIG	2580	Digital Media Portfolio	1

#### **SUBPLAN A: Digital Media Production (DMPRD) (15 credits)**

COP	1827	Web Graphics Design II	3
DIG	2302	Introduction to 3D	3
DIG	2312	ActionScript	3
DIG	2360	Advanced Adobe Flash	3
DIG	2560	Planning and Management of Digital Media Authoring	3

**OR**

#### **SUBPLAN B: Digital Video Production (DVPRD) (15 credits)**

DIG	2200	Basic Video Camera	3
DIG	2205	Basic Video Editing	3
DIG	2284	Advanced Videography	3
DIG	2290	Studio Production and Direction	3
DIG	2410	Basic Scripting for Video	3

**OR**

#### **SUBPLAN C: Video Game Foundations (VGF) (15 credits)**

ART	2370	Drawing for Animation	3
DIG	1710	Introduction to Game Development Programming	3
DIG	2040	Survey of Game Development	3
DIG	2364	3-D Animation for Game Development	3
DIG	2430	Storyboarding and Conceptualizing for Game Creation	3

**OR**

#### **SUBPLAN D: Digital Graphic Design (DIG) (15 credits)**

DIG	2116	Advanced Digital Image Editing	3
DIG	2117	Advanced Digital Image Rendering	3
DIG	2132	Electronic Media Design	3
GRA	1104C	Typography	3
GRA	2201	Advanced Digital Publishing	3

**OR**

#### **SUBPLAN E: Interactive Web (INWEB) (15 credits)**

DIG	2312	ActionScript <b>OR</b>	3
DIG	2360	Advanced Adobe Flash	(3)



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DIG	2560	Planning and Management of Digital Media Authoring	3
GRA	1104C	Typography	3
**DIG	2500	Fundamentals of Interactive Design	3
DIG	2800	Social Media	3

**TOTAL PROGRAM HOURS** **64**

\*\*\*\*To provide students with an enhanced world view in light of an increasingly globalized economy, students must include at least one of the following courses as part of the general education requirements for the Associate in Science degree:

LIT	2110	World Literature I
LIT	2110H	Honors World Literature I
LIT	2120	World Literature II
LIT	2120H	Honors World Literature II
HUM	2270	Humanities (East-West Synthesis)
HUM	2270H	Honors Humanities (East-West Synthesis)
REL	2300	World Religions
INR	2002	International Relations
INR	2002H	Honors International Relations
WOH	2040	The Twentieth Century
WOH	2040H	Honors The Twentieth Century

**\*\* Courses approved by Employ Florida Banner Center as a "Digital Media Pre-Major" articulation agreement with participating Florida Colleges.**

Board Material Relating to  
Agenda Item IX-H.2  
Meeting: June 15, 2010

**BOARD OF TRUSTEES  
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**Noncredit Curriculum and Fees**

**Confirmation is sought to add the following new noncredit course(s) effective Term II 2009-2010:**

<b>CON0180</b>	<b>Solar Source Institute's Intro to PV (Photovoltaic) Systems: 40-Hour NABCEP (North American Board of Certified Energy Practitioners) Cert of Knowledge Preparation</b>
Fee:	\$1,250.00
Contact Hours:	40
Description:	The Solar Source Institute's Introduction to Photovoltaic Systems program is designed for those individuals wanting to get into the solar field. Candidates will be able to demonstrate that they have

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achieved a basic knowledge of the fundamental principles of the application, design, installation, and operation of grid-tied and stand-alone PV systems. In addition to the lectured concepts associated with solar electric (PV) systems, students will gain valuable hands-on experience installing a working system as part of the course. Upon successful completion of course work, a student is eligible to sit for the PV Entry Level Exam. Prior to taking the NABCEP PV Entry Level Exam, students should have demonstrated a basic understanding of the principles detailed in the course outline.

**LNG0326**

Fee:

Contact Hours:

Description:

**Intensive English as a Second Language**

\$1,995.00 - \$5,695.00 (standard \$5,695.00)

80-240 hours (standard 240)

The Intensive Summer program is created to expose students to basic, intermediate, and advanced levels of intensive instruction in the areas of reading, writing, listening, and speaking. The program specializes in developing these core communicative skills and also prepares students for later academic and professional studies. Teachers are college graduates who specialize in ESOL instruction. Students will be immersed in the English language and also participate in cultural trips to enhance language learning and cultural understanding.

**Confirmation is sought to add the following new noncredit course(s) effective Term III 2009-2010:**

**AAP0564**

Fee:

Contact Hours:

Description:

**My PC (Personal Computer): Connecting with Friends and Family Workshop**

\$35.00

3

Learn three new ways to stay in touch -- see loved ones on your PC via webcam, try out social networking to keep connected with your family and friends, and learn how to share photos in different ways.

**AAP0565**

Fee:

Contact Hours:

Description:

**My PC: Creative Photo Slideshows Workshop**

\$35.00

3

Turn your digital photos and videos into a fun movie slideshow! Learn easy ways to create movies with your photos by adding

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transitions, motion effects, titles, credits, and music. Burn a DVD to play on your TV or computer, or share with family.

**AAP0567**

Fee:

Contact Hours:

Description:

**My PC: Getting Started with Windows 7**

\$35.00

3

All the fun things and no tech babble. Learn quick tips for getting around, where to put your stuff and how to find it easily, smarter ways to surf and shop online, sharing photos, personalizing your PC, and more. If you've ever thought computer classes were too boring or technical, this is the class for you.

**AAP0568**

Fee:

Contact Hours:

Description:

**My PC: Digital Photo Editing Workshop**

\$35.00

3

Have fun while learning all the essentials, including how to adjust color and light, fix red-eye, crop, straighten, create a panoramic photo, and even "airbrush!"

**PSP0860**

Fee:

Contact Hours:

Description:

**Emergency Medical Responder**

\$178.27

40

This program consists of 40 hours of classroom and hands-on training designed for public and private safety personnel such as firefighters, highway department personnel, and patrolling law enforcement officers. It provides basic knowledge and skills necessary to perform lifesaving interventions while awaiting the arrival of emergency medical services. Designed to fill the gap between first aid training and Emergency Medical Technician training for non-EMS providers who, in the course of performing other duties, are likely (or expected) to respond to emergencies.

**PSP0861**

Fee:

Contact Hours:

Description:

**Large Animal Rescue**

\$81.23

8

This hands-on course addresses the safe and ethical practices of dealing with large animal rescues, i.e. horses, from various situations. Covered in the class will be basic horse anatomy and behavior, rescuer safety, emergency rope halter from rope, extended reach capture, backward and forward drag, use of rescue

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glide (equine sked), mud rescue, helicopter rescue, water rescue, A-frame sling system, and inverted rescue. Also, a basic review of knots will be included.

**Confirmation is sought for a standard change to the following noncredit course(s) effective Term III 2009-2010:**

**HHP0376**

Fee:

Contact Hours:

Description:

**IV Therapy Certificate - Clinical**

~~\$0-\$1,949.00~~ \$0-\$2,500.00

~~6-24~~ 6-32

This clinical day will offer the nurse who has completed the IV Therapy Practice Certificate the opportunity to gain hands-on practice with a qualified instructor in an acute care environment. Multiple IV Therapy/Infusion experiences will be available including peripheral IV placement, central catheter dressing changes, IV medications and fluid administration. Prerequisite: The nurse who registers for class must hold a certificate of IV Therapy practice.

Reason:

Fee and hour ranges are being increased to cover new topics.

William D. Law, Jr., President; Anne Cooper, Senior Vice President for Academic and Student Affairs; JC Brock, Campus Executive Officer, Allstate Center; and Stan Vittetoe, Provost, Clearwater Campus and Vice President for Workforce and Continuing Education, recommend approval.

# MINUTES OF THE REGULAR MEETING OF JUNE 15, 2010

## BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Board Material Relating to  
Agenda Item IX-I  
Meeting: June 15, 2010

### BOARD OF TRUSTEES ST. PETERSBURG COLLEGE

#### Student Tuition and Fees Report

Approval is sought for the following changes to the Student Tuition and Fee Schedule:

#### Additions

Type	Description	Amount	Due	Effective
Course Fee	PGY 2215C Professional Studio Portraiture	\$85.00	with course registration	Spring 10/11

#### Deletions

Type	Description	Amount	Due	Effective
NONE				

#### Fee Change

Type	Description	Amount	Due	Effective
Course Fee	PGY 2410C Intermediate Photo (currently \$40)	\$85.00	with course registration	Spring 10/11
Course Fee	EDE 4942 Integrated Languages Arts, Children Literature & Social Sciences Practicum (currently \$63)	\$39.00	with course registration	Spring 10/11
Course Fee	EDE 4943 Integrated Mathematics & Science (currently \$63)	\$39.00	with course registration	Spring 10/11
Course Fee	SCE 3941 Secondary Science Field Experience (6-8) IMPACT (current \$63)	\$39.00	with course registration	Spring 10/11
Course Fee	SCE 4940 Instructional Methods in Secondary Science Assessment with Technology (currently \$63)	\$39.00	with course registration	Spring 10/11
Course Fee	EDG 4343 Cognitive Strategies Instruction in the Classroom (currently \$63)	\$39.00	with course registration	Spring 10/11
Course Fee	MAE 3941 Interactive Middle School Mathematics Projects Practicum (currently \$63)	\$39.00	with course registration	Spring 10/11
Course Fee	MAE 4942 Instructional Methods in Secondary Mathematics with Technology Practicum (currently \$63)	\$39.00	with course registration	Spring 10/11
Course Fee	BTE 4946 Instructional Methods for Secondary Business Technology Education Practicum (currently \$63)	\$39.00	with course registration	Spring 10/11
Course Fee	EVT 3946 Instruction Methods for Middle School Technology Education Practicum (currently \$63)	\$39.00	with course registration	Spring 10/11
Course Fee	EVT 4947 Instructional Methods for Secondary Technology Education Practicum (currently \$63)	\$39.00	with course registration	Spring 10/11

#### Other Changes to Schedule (Non-Monetary)

Type	Description	Effective
NONE		

William D. Law, Jr., President; Doug Duncan, Senior Vice President, Administration/Business and Information Services; and Anne M. Cooper, Senior Vice President, Academic & Students Affairs, recommend approval.

#0608105

**10-168.** The chairman opened the meeting for other business, including items of interest from the Board members.

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Dr. Law reported on the growing enrollment in both lower and upper division and sought to bring enrollment reports to the Board on a regular basis. He assured the Board that the financial aid team is doing a fantastic job. He called upon Mr. Mike Bennett, Associate Vice President of Financial Assistance Services, who reported on the impressive figures related to award amounts and students being assisted. Dr. Law commented on these extraordinary accomplishments and said the College will continue to focus on financial aid and the many changes taking place at the federal level.

Mr. Gibbons sought information on enrollment growth by campus, to which Dr. Law responded, and asked that staff consider the Clearwater Campus in the master planning process and additionally work toward removing the campus portables. Dr. Law noted the College is still pursuing the church property adjacent to the Clearwater Campus and will keep the Board informed as to this acquisition, as well as possibilities for acquiring Midtown properties. Mr. Gibbons commented that support is needed where there is growth and success, particularly in bringing in non-traditional students such as those coming to SPC's Midtown and Downtown Centers. He said he wants to see the College figure out how to engage young people in a different manner. Mr. Johnston agreed and commended Ms. Yvonne Ulmer, Campus Executive Officer of Downtown/Midtown, for the increased growth at these sites. Dr. Law commented that staff will try to focus on the campus master plans as early as September/October and then keep it in the forefront as a frequent presentation to the Board.

**10-169.** Mr. Burke commended Dr. Martha Campbell, Dean of Communications, for her recent comments in the *St. Petersburg Times* Editorial section. He said her comments were a good reflection on the College and tied into the Board's conversations about student success and remediation.

**10-170.** The Board held an advance discussion regarding its upcoming July organizational meeting and election of officers. Mr. Burke reviewed the current status of each of the trustee terms, noting that two (Gibbons and Johnston) were in limbo due to term expiration and uncertainty of reappointment resulting from an unusual political climate, and two (his and Bilirakis) expire May 2011. He suggested asking Mr. Brett to serve as chairman for another year since his term is the only one potentially unaffected and given the tremendous leadership he demonstrated during a tumultuous time for the College. Mr. Burke further sought consideration to continue serving as vice chairman. Mr. Johnston disagreed and suggested Mr. Burke serve as chairman and Mr. Brett as vice chairman due to the full agenda Mr. Brett encountered in this past year. He noted he and Mr. Gibbons are serving out their terms and, therefore, felt their election as officers would not be in the best interest for the College long-term. Mr. Burke stated he would be willing to be considered as chairman the following year if reappointed to the Board. Mr. Gibbons agreed with Mr. Burke's suggestion, if Mr. Brett is willing, as he is the only trustee

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### **BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

certain to serve the entire next year and he felt Mr. Brett would bring stability to the College during an uncertain political climate. Mr. Brett responded he is willing to do whatever is in the best interest of the College and would have no problem serving another year as chairman if that is the pleasure of the Board. He expressed his thoughts on the events of the past year and his appreciation for participating in a challenging, but good, path. He shared his willingness to serve as vice chairman. He said he felt Mr. Burke deserves to be chairman and, if unable to serve the full year, he would be willing to step up and move into that position.

**10-171.** Mr. Johnston noted he would not be in town for the scheduled July 20 Board meeting and asked the Board consider rescheduling so he could attend. Since it is the Board's expressed desire to have all trustees present whenever possible, Mr. Burke moved to reschedule the July meeting for Thursday, July 22, 8:30 a.m. at the EpiCenter, pending confirmation of room availability. Mr. Johnston seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Brett voted aye; Mr. Burke voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Mr. Gibbons requested that other campus sites continue to be considered for future Board meetings.

**10-172.** Prior to the presentation on the SPC Arts Programs, Chairman Brett recognized several attendees representing the Leepa-Rattner Museum of Art (LRMA): Board members Mrs. Bilirakis, Ms. Lynn Pierson (chairman), and Dr. Jonathan Steele, Dean of Fine Arts & Humanities; Mr. Lynn Whitelaw, LRMA Director, and Dr. Janice Buchanan, Coordinator of Development & Grants.

Dr. Anne Cooper, Senior Vice President of Academic & Student Affairs, was joined by Dr. Doug Duncan, Senior Vice President of Administration/Business & Information Services; Ms. Reiter; Ms. Yvonne Ulmer, Campus Executive Officer for the Downtown/Midtown Centers; and Dr. Conferlete Carney, Provost of the Tarpon Springs Campus, in presenting information to the Board on the SPC Arts Programs. The presentation included opportunities being provided in the arts to students and the community. Dr. Cooper shared data from past research done on the value of arts in student success and the distinct impact SPC has had in engaging its students through LRMA and the Downtown Cultural Center, as well as the various opportunities for sharing the arts at SPC campuses. She acknowledged some challenges and briefly reported on staffing at LRMA and the various venues associated with the Downtown Cultural Center, noting the increased usage of the Palladium. She thanked the Board for their support in making SPC a leader in the arts.

Dr. Duncan presented an overview on the financial aspects of SPC's various arts venues. Mr. Burke inquired about how much the College spends on athletics in an effort to put arts expenditures in perspective. Dr. Duncan responded with an estimate of \$1.2 million, which he said is primarily out of the student activities budget. In response to the Board, he provided

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clarification as to the various revenue and expense figures for LRMA and the Palladium, noting the numbers presented were not fully reflective of all revenue, such as that from the 501(C)3 organizations. He and Ms. Reiter explained the endowments for LRMA and the Palladium. In addition, Ms. Reiter provided information at Mr. Burke's request regarding the use of the Stavros Room, the Palladium's downstairs venue, and agreed to bring back the financial status of that particular operation.

Dr. Carney reviewed key strategies going forward for LRMA in an effort to continue building on education values for students and in the community. He noted these strategies are realistic, achievable, measurable, and representative of the collaborative commitment of the Museum's senior staff, board and campus provost. He stated he looks forward to working with the College's new leadership in reviewing proposals for new LRMA positions, which he believes is one of the most critical success factors in achieving these strategies. Mr. Gibbons inquired about the necessity of LRMA using its own curator versus a shared curator, to which Dr. Carney responded as to LRMA's preference in having its own. In addition, Mr. Gibbons encouraged marketing through other society-type organizations (i.e., country club memberships) in an effort to build its membership.

Ms. Ulmer presented strategies for the Downtown Cultural Center.

Ms. Reiter shared strategies and initiatives associated with the Palladium in going forward with increasing programming and revenue for 2010-11. She noted attempts to make the venue a state-of-the art performance hall for major concert promoters to attract larger shows. Mr. Burke sought information on the funding source, and Ms. Reiter responded it is from the overall capital budget approved in May using funds set aside for capital equipment/replacement collegewide. Mr. Burke sought an accurate financial accounting for the Board and inquired as to whether the funds would be otherwise available if SPC did not have the Palladium, to which Ms. Reiter responded it would. Mr. Burke recommended this accounting be reflected on the Palladium's financial statement. Dr. Law noted this financial reporting was mostly focused on the operating budget in regard to capital purchases, i.e., equipment, and agreed to come back to the Board with further figures. Ms. Reiter concluded with an example of how the SPC MIRA (Music Industry Recording Arts) program students benefit from the Palladium.

Chairman Brett thanked the LRMA board and staff for being in attendance and commended their hard work amidst continual struggle for the Arts. He shared comments regarding the future of the Palladium and encouraged staff to explore the incredible opportunities for partnering with other downtown museums, including the incoming Chihuly Collection. In addition, Chairman Brett sought a status report on the Gulf Coast Museum of Art (GCMA) collection. Dr. Cooper and Ms. Reiter responded as to distribution of the artwork throughout the College and the community.

Mr. Gibbons inquired as to the possibility of the SPC Downtown Arts programs working together more to enhance their success. Ms. Reiter explained the need to attract shows that bring more profit and more outside rentals during downtime, using more creativity in partnerships, such as is being done with the American Stage.



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Mr. Johnston commented on the College's involvement in the Arts lacking a master plan and acknowledged the ongoing concern about budget issues. He suggested bringing the Arts programs together under a committee head, if it is cost-effective, so that one entity has this effort as their primary concern (i.e., Arts coordinator) and is aware of the direction and the total costs. Dr. Cooper, who is currently chairman of the SPC Art Council, stated that efforts are being made to coordinate the educational aspects of all College art venues, which is a full-time effort. Mr. Burke followed up with his appreciation for the presentation and reiterated SPC's primary mission to be an academic institution. He said he would still like to see the education mission in all this and agreed with Mr. Johnston as to the need for a master plan to bring about more serious integration within the College's Arts program with academics and credit in order to benefit students. He stated that the overriding concern should be that the College's academic programs are matching up in every way with the Arts opportunities versus the Arts being more of an auxiliary operation.

Dr. Law concluded by thanking the trustees for their guidance in helping staff achieve its goal by recognizing the gift of art featured at the College. He said the number one goal is to now consider how to optimize the value of those features under the umbrella for our students and programs. He noted staff needs to move forward with finances they have been given, and then others will deal with the programmatic side.

Chairman Brett noted his personal support of the arts and stated there is a certain value one can never attach a dollar amount to; the arts need to be integrated. He referenced strategies discussed that attempt to ensure academic mission integration in accordance with comments expressed by Mr. Burke.

Mr. Gibbons asked that as the College goes forward in this economy to solicit gifts for the arts or otherwise, time be taken to specifically explain how donors and the community benefit.

On behalf of the Board, Chairman Brett thanked all involved in the Arts presentation. Mr. Johnston added that the SPC Foundation should be part of the sales program as to what SPC has to offer to the community. He said the Foundation needs to fully understand how the Arts programs are being used by students and are integrated into the College.

Packets of marketing materials on SPC's Arts Programs were distributed to the trustees. (*Supporting materials for this presentation are included as **Attachment B – 10-172.***)

**10-173.** Ms. Kay Burniston, Vice President, Baccalaureate Programs, Academic Effectiveness, & University Partnerships, introduced Mr. Djuan Fox, Coordinator of Planning & Development; Ms. Leigh Hopf, Director of Baccalaureate Program Support Services; and Ms. Tracy Garrett, Coordinator of Marketing, and presented an update to the Board on the College's Upper Division Programs. The presentation included a background on the 2001 Legislature awarding SPC the authority to offer baccalaureate degrees; the keys to implementation and

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approval process for new programs; current baccalaureate offerings; faculty, enrollment and graduation/retention statistics; challenges; and future programs planned.

Mr. Burke sought further information regarding the current demand for teachers, and Ms. Burniston responded. Mr. Johnston commented on recent publicity regarding for-profits inadequately accommodating the 4-year student, even though they spend many dollars on advertising. He asked if the College feels its marketing of this program is sufficiently reaching potential students, as it seems baccalaureate students would do better at SPC than at for-profits. Ms. Burniston responded as to current marketing efforts and future efforts being considered. Mr. Burke added he felt the best marketing SPC has done to recruit students is through the enhancement of the College's financial aid program. Mr. Johnston suggested the College enhance its marketing to catch up to the for-profits.

Chairman Brett commended Ms Burniston and her team for keeping up with this rapidly expanding program and for the presentation. Packets of marketing materials on SPC's Upper Division Programs were distributed to the trustees. *(Supporting materials for this presentation are included as Attachment C – 10-173.)*

**10-174.** In regard to the Discussion of Proposed Board Presentations under Item X, Dr. Law stated he would address this with trustees individually and would follow up with a proposed schedule. He said he would take the Board's direction for more strategic and focused discussion in the presentations. Mr. Johnston asked that the fall semester include a presentation segment on the textbook plan to assist students with textbook costs using part of the 8 percent tuition increase. Dr. Law advised the Board that the College has moved forward with the \$20-per-student voucher plan to help offset textbook costs, and the team is working diligently in partnership with Follett for immediate implementation. He further noted that the Board's guidance on this last month will be executed in very proactive way so students get hassle-free access to the support. Chairman Brett said the ultimate goal in the future is to do away with the textbook system as we know it today.

Information regarding this item is as follows:

**Proposed BOT Presentations**

Month	Topic	Name(s)
May 2010	-Budget -Honors -Equity	Doug Nadia/Anne Psalms/Sharon/Patty/Pam/Syd/Jesse

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June 2010	-Arts Program -Upper Div. Programs and Accountability Update	Anne Kay
July 2010	-Textbook Plan -SPCHS Governing Board Meeting	Doug/Tonjua Starla
Aug. 2010	-Habitat Tour -eCampus  <b>(both at Seminole Campus)</b>	Jim Anne/Jim/Vicki
Sept. 2010	-Marketing Plan -Workforce	Institutional Advancement/Kay Stan/Dennis

**10-175.** On behalf of the Board, Chairman Brett thanked presenters for concise and informative presentations.

**10-176.** The Board confirmed its next meeting for Thursday, July 22, 2010, 8:30 a.m. at the EpiCenter, unless otherwise notified.

**10-177.** Having no further business to come before the Board, Chairman Brett adjourned the meeting at 11:12 a.m.

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**William D. Law, Jr.**

**Secretary, Board of Trustees**  
St. Petersburg College  
FLORIDA

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**Terrence E. Brett**

**Chairman, Board of Trustees**  
St. Petersburg College  
FLORIDA