

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**  
**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

The Board of Trustees of St. Petersburg College met on Thursday, July 22, 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. Notice of meeting published and posted.

Invoice/Serial Number  
10-07968

**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 July 22, 2010 at 8:30 am

in the \_\_\_\_\_ Court, was published in said newspaper in the  
issues of July 2, 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.

**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 Thursday, July 22, 2010 at the EpiCenter (Rm. 1-463), 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 July 29, 2010 at the same time and place and for the same purpose.

A copy of the agenda may be obtained within seven (7) days of the meeting on the STPC Board of Trustees website at [www.spcofl.edu](http://www.spcofl.edu), or by 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 727-941-2020. If you are planning to attend the meeting and are hearing impaired, please contact the agency five business days before the meeting by calling 727-794-2422 (V/T/T) or 727-474-1907 (VP).

July 2, 2010 10-07968

  
Amanda M. Scott

Sworn to and subscribed before me this

2nd day of July A.D. 2010,

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

  
Danielle Mandeville Notary Public, State of Florida  
(SEAL)

NOTARY PUBLIC-STATE OF FLORIDA  
Danielle Mandeville  
Clearwater #DD971808  
EXPIRES: MAR. 16, 2014  
BONDED TO: FIDELITY BONDING CO., INC.

**10-178.** In accordance with the Administrative Procedure Act, the following Agenda was prepared:

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**AGENDA**

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES  
THURSDAY, JULY 22, 2010

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

**SPECIAL 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**

- A. Invocation
- B. Pledge of Allegiance

**II. COMMENTS**

- A. Board Chair
- B. Board Members
- C. President

**III. PRELIMINARY MATTERS**

- A. Presentation of Retirement Resolutions and Motion for Adoption
  - 1. Shri K. Goyal, Dean, College of Technology & Management
- B. Recognitions/Announcements
- C. Annual Organizational Meeting

Items Considered: -Election of Chairperson  
-Election of Vice Chairperson

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

- Selection of Day for Regular Monthly Board Meetings
- Selection of Time for Regular Monthly Board Meetings
- Designation of Location for Regular/Special Board Meetings, unless designated otherwise

- D. Appointment of Board Members to Direct Support Organization Boards: SPC Alumni Association, Inc. (currently Ken Burke); SPC Foundation, Inc. (currently W. Richard Johnston); and Leepa-Rattner Museum of Art, Inc. (currently Evelyn Bilirakis)\*

**IV. REVIEW AND APPROVAL OF MINUTES**

Board of Trustees' Meeting of June 15, 2010

**V. MONTHLY REPORTS**

- A. Board Attorney – Joseph H. Lang
- B. General Counsel – Syd H. McKenzie
- C. Provosts

**VI. OLD BUSINESS (items previously considered but not finalized)**

- A. College Reach-Out Program (CROP) Follow-Up Report
- B. Student Textbook Voucher Plan Summary

**VII. NEW BUSINESS**

- A. BIDS, EXPENDITURES AND CONTRACTS (through Purchasing)
  - 1. Quarterly Informational Report of Exempt and Non-Exempt Purchases (*information only*)
- B. OTHER EXPENDITURES AND CONTRACTS
  - 1. Quarterly Informational Report on Contracts and/or Items Not Exceeding \$250,000 (or those which were previously approved, but have been amended, modified, extended, clarified, or canceled/withdrawn) (*information only*)
  - 2. Agreement with WorkNet Pinellas, Inc.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

3. Agreement between SPC and Harris Connect, LLC—Collaboration between Direct Support Organizations—SPC Alumni Association, Inc. and SPC Foundation, Inc.

**C. GRANTS/RESTRICTED FUNDS CONTRACTS**

1. Application/Acceptance

- a. Florida Department of Education—Carl D. Perkins Vocational and Technical Education Act
- b. U.S. Department of the Navy, SRI International—Integrated Command and Control Alerting Tool Suite (ICATS) Training
- c. U.S. Department of Homeland Security, Homeland Security National Training Program—Live Response
- d. U.S. Department of Justice, Bureau of Justice Assistance—National Initiatives: Enhancing Law Enforcement and Crime Prevention, National Officer Safety Training and Technical Assistance Program
- e. U.S. Department of Justice, Bureau of Justice Assistance—National Initiatives: Justice System Response to Special Populations, Law Enforcement Response to Individuals with Mental Illness
- f. U.S. Department of Justice, Bureau of Justice Assistance—Pharmaceutical Crime Investigation and Prosecution Training Program
- g. Office of Juvenile Justice and Delinquency Prevention—Internet Crimes Against Children Task Force Training Program, Officer Wellness

2. Amendment(s)

- Head Start Child Development & Family Services, Inc. d/b/a Pinellas County Head Start/Early Head Start (HSCDFS)
- Hillsborough Community College (HCC)
- International Association of Chiefs of Police (IACP)

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

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

1. Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$250,000 (*information only*)
  2. Disposition of Surplus or Obsolete Property (Survey #531)
  3. Draft Capital Improvement Program (CIP) for FY 2011-2012 through 2015-2016
  4. Change Order No. 2 (Proposal Request No. 6), Project 1707-X-08-18, Veterinary Technology Building, Veterinary Technology Special Purpose Center
- E. AGENCY BILLINGS. **NONE**
- F. PERSONNEL
1. Personnel Report
  2. Extension of Aetna Administrative Services
  3. Health Insurance Benefits for Employees
  4. Disability Insurance Carrier
- G. PROPOSED CHANGES TO BOT RULES. **NONE**
- H. CURRICULUM
1. Credit Curriculum
  2. Noncredit Curriculum and Fees
- I. STUDENT TUITION AND FEES REPORT
- J. COLLABORATION BETWEEN DIRECT SUPPORT ORGANIZATIONS (DSOs) SPC ALUMNI ASSOCIATION, INC. AND LEEPA-RATTNER MUSEUM
- K. FINANCIAL REPORT AND UPDATE (*information*)\*

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

L. 2010-2011 BUDGET REVIEW – REDUCTION STRATEGIES(*discussion*)\*

M. PROPOSED BOARD MEETING LOCATIONS FOR 2010-11\*

**VIII. PRESIDENT’S REPORT**

A. National Leadership Opportunity

**IX. FUTURE AGENDA ITEMS**

**X. NEXT MEETING DATE AND SITE**

Tuesday, August 17, 2010, 8:30 a.m., Seminole Campus

**XI. ADJOURNMENT**

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting Thursday, July 22, 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**

**10-179.** The meeting was convened by the chairman at 8:30 a.m. The invocation was given by Mr. Burke and was immediately followed by the Pledge of Allegiance.

**10-180.** Opportunity was given for comments from the Board Chair, Board Members and the President.

Chairman Brett referenced some minor changes in the agenda format. President Law highlighted Saturday’s Summer Graduation. He further recognized Sen. Dennis Jones, Vice President, Economic Development & Innovative Projects, for being named to the Transition Team for Senate President-Designate Mike Haridopolos, and expressed his pride in Sen. Jones’

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

work in this effort. On behalf of Dr. Jim Olliver, Seminole/eCampus Provost, President Law distributed "Save the Date" cards to the trustees for the Aug. 31 Grand Opening of the Seminole Campus Natural Habitat Park and Environmental Center, noting the proposed relocation of the Board's Aug. 17 meeting to that site will include a preview.

In addition, Dr. Law expounded on agenda changes, particularly the inclusion of Provost/CEO Reports, which will focus on site specifics, and a monthly financial report from Dr. Doug Duncan, as the chief financial officer, to provide the Board with more visibility on the College's financial progress. He confirmed for Mr. Burke that, in the future, trustees would receive related financial information in advance of the Board meeting.

**10-181.** Dr. Law recommended adoption of a retirement resolution for Dr. Shri K. Goyal, Dean of the College of Technology and Management. Joined by his colleagues and family, Dr. Goyal received his resolution as presented by Chairman Brett and President Law. Mrs. Bilirakis moved to adopt the resolution. 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.

**10-182.** In compliance with Section 1001.61(4), Florida Statutes, requiring the Board to conduct an annual organizational meeting, Chairman Brett opened the floor for nominations of Board chair for the 2010/2011 fiscal year. Mr. Johnston recommended the current chair and vice chair reverse roles, whereby Mr. Burke would serve as chair and Mr. Brett as vice chair, and motioned accordingly. Mr. Gibbons seconded the motion for discussion purposes. Mr. Burke confirmed that Mr. Brett's current term had been confirmed by the Senate and suggested he, therefore, continue to serve as chair to ensure consistency through the entire year. Mr. Gibbons concurred. Mr. Brett stated he would be happy to continue as chair, although his preference is to agree with Mr. Johnston's motion and move into the chairmanship if Mr. Burke's term does not allow for completion of service through July 2011.

In response to the previous motion for Mr. Burke to serve as chair and Mr. Brett to serve as vice chair for 2010/2011, Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

The Board thanked Mr. Brett for his able service, calm guidance and unquestionable integrity as chair during this past difficult year and attributed the Board's success in weathering the storm to Mr. Brett's leadership. Mr. Brett received the standing applause of all present.

The gavel then changed hands from Mr. Brett to Mr. Burke, who chaired the remainder of the meeting.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**10-183** In establishing the day of the 2010/2011 fiscal year regular Board meetings, Chairman Burke proposed that the regular meetings continue to be held on the third Tuesday of each month, with the primary location being the EpiCenter Conference Room, unless designated otherwise. In response to the Board's earlier request to occasionally hold meetings on various SPC sites, Dr. Law distributed and sought feedback on proposed meeting relocations and suggested these sites be visited over a 2-year period. He noted the inclusion of some suggested date changes on the proposed schedule resulting from various conflicts, particularly the change from Oct. 19 to Oct. 18. Mr. Johnston moved approval of the regular meeting day as proposed, the time of 8:30 a.m., and the location as the EpiCenter for 2010/2011, with the understanding that all are subject to change by Board vote. Mrs. Bilirakis 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.

**10-184.** Chairman Burke sought a motion to accept the proposed schedule of other meeting locations, including August Board being held at the Seminole Campus, and allowing for further discussion at future meetings. Mrs. Bilirakis moved approval. Mr. Brett 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 this item is as follows:

**PROPOSED SCHEDULE FOR 2010-11 BOT MEETING RELOCATIONS**

<b>Meeting Date</b>	<b>Site</b>	<b>Feature</b>
August 17	Seminole Campus	Habitat Park
September 21		
October 19		
Proposed rescheduling to 10/18 due to Burke schedule conflict		
November 16		
December 21	St. Petersburg/Gibbs Campus	
Proposed rescheduling to 12/14 due to holiday break		
January 18		



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

February 15	Tarpon Springs Campus	Bilirakis College of Education
March 15		
April 19	Clearwater Campus	
May 17		
June 21	Health Education Center	Possibly New Vet Tech Bldg.
July 19		
Annual organizational meeting		
Aug. 16		
Tentative pending 11-12 meeting schedule confirmation		

(recent off-site meetings included: Sept. 15, 2009-**Downtown**; Oct. 16, 2009-**DO**; Dec. 15, 2009-**SPG**; March 16, 2010-**MT**; March 18, 2010-**SE**-Law Interview)

Notes (w/input from Reiter/Carney):

- TS considering **Oct. BOT** for unveiling of LRMA signage or **Spring 2011 BOT** for completion of new COE building;
- New Vet Tech building to be completed in approx. one year, so possibly **July 2011 BOT**.
- SPCHS Governing Board meeting scheduled for **Jan. 2011**, so possibly SPG;

**10-185.** Board members discussed representation on the College's Direct-Support Organization (DSO) boards for 2010/2011. Mr. Burke, Mrs. Bilirakis and Mr. Johnston agreed to continue serving on the DSO boards, those being the SPC Alumni Association, Inc.; Leepa-Rattner Museum of Art, Inc.; and the SPC Foundation, Inc., respectively. Mr. Brett made a motion to accept the continued service of the trustees in these positions. Mrs. Bilirakis 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.

**10-186.** The minutes of the Regular Meeting of the Board of Trustees of St. Petersburg College for June 15, 2010 were presented by the chairman for approval. Mr. Brett moved approval of the minutes as submitted. 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.

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**10-187.** Under Monthly Reports, Chairman Burke requested a report of any new business from the Board Attorney Lang or General Counsel Syd McKenzie. There was no report from Mr. Lang. Mr. McKenzie announced the addition of Ms. Suzanne Barry, Associate General Counsel. He provided some background on Ms. Barry and stated she is doing an excellent job of fulfilling her role.

Dr. Law initiated the Provost Reports, noting each had three minutes to present, and encouraged the trustees to ask questions as necessary.

Mr. JC Brock, Campus Executive Officer, Allstate Center, featured Academics, Academies, In-Service/Continuing Education, and Grants and Contracts. In response to the Board, he explained the lack of federal earmarks for 2011 and the intent to pursue for future years, and the percentage of competitive grant funding vs. federal earmarks out of the total funding received and the goal to pursue more competitive funding. Additionally, he said he is seeking to get his program funding in somewhere as a budgeted line item to improve sustainability and avoid dependability on annual earmarks and is hopeful for the future after 2011.

Dr. Conferlete Carney, Provost, Tarpon Springs Campus, featured a summary of Specialized Academic Programs – Summer of Success, Junior Achievement, Early College and Dual Enrollment.

Dr. Phil Nicotera, Provost, Health Education Center (HEC), featured Health Program Admission Trends. In response to the Board, he provided reasons for limiting enrollment (space at the College, clinical space in the community, and job availability) and noted how the market for graduates of these programs is decreasing, which he said is a national trend, and thereby creating difficulty in finding jobs. He confirmed for the Board that admissions numbers are adjusted according to the decrease in employment opportunities. Mr. Burke suggested a future HEC presentation to look at placement and how admissions figures are adjusted.

Dr. Jim Olliver, Provost, Seminole/eCampus, featured Hospitality and Tourism; Digital Arts, Media and Interactive Web Design; Parks and Leisure Services; Environmental Science Technology; and Career & Entrepreneurship Center. Mr. Brett commended Dr. Olliver and his staff for his successful collaboration with WEDU and the recent Jannus documentary premiere, which he said was very enjoyable. Mr. Burke commented on the successful publicity and partnership resulting from Seminole Campus hosting the recent oil spill forum.

Ms. Yvonne Ulmer, Campus Executive Office, Downtown/Midtown Centers, featured the Annual Growth of Full-Time Equivalent (FTE) Enrollment at both sites and efforts being made to address this growth with expansion of programs, facilities and services. She noted over the next few months, she would be focusing on diversity, enrollment demographics and initiating programs. Mr. Johnston and Mr. Gibbons noted that the growth presented shows the need for these sites. Mr. Johnston asked Ms. Ulmer to bring expansion plans back to the Board.

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Mr. Gibbons asked that master planning of both sites be seriously discussed in order to continue accommodating a growing learning environment. President Law responded that a master plan is in place and meetings are in process to move forward and that, in early fall, he would bring the benefit of that work to the Board. He further stated that Ms. Ulmer and Ms. Susan Reiter, Vice President, Facilities Planning & Institutional Services, are meeting with the City of St. Petersburg tomorrow, under his guidance, regarding alternative parking solutions and property opportunities.

Dr. Stan Vittetoe, Provost, Clearwater Campus, featured the Pop-Ups! Project – Critical Thinking/Problem-Solving in Communications, Mathematics and Design – as he presented information about the Campus' Fine Arts programs, highlighting its faculty, staff and facilities.

Dr. Karen Kaufman White, Provost, St. Petersburg/Gibbs Campus, featured Fine Arts by the numbers, including music and dance students, jazz ensembles, performances, and music and dance faculty. She additionally covered various academic aspects within the Fine Arts Program, including the Recording Studio Ensemble/MIRA (Music Industry Recording Arts), Co-Motion Dance Theatre, Steel Drum Ensemble, Jazz Band, College Band, and College Chorus, and shared specific student success stories. Dr. White responded to Mr. Burke in regard to how academics have been integrated into the performing arts partnerships and how students have been able to take advantage of the opportunities with earned credit. Dr. Jonathan Steele, Dean of Humanities and Fine Arts, added that students receive credit through Palladium and Florida Orchestra partnerships; however, American Stage academic opportunities are still in discussion. Mr. Johnston and Mr. Gibbons recommended moving ahead to fully use the arts partnerships for the benefit of students and to consider using the Palladium and other venues as lecture halls for SPC students. Mr. Johnston further asked that staff revisit the inadequacy of the number of restrooms at the Palladium. Dr. Steele responded as to the College's vested interest in the Palladium and to its current use.

**10-188.** Mr. Burke sought a brief report from Ms. Kay Burniston, Vice President, Baccalaureate Programs, Academic Effectiveness & University Partnerships, as to future plans for the College of Technology & Management (CTM). Ms. Burniston reported on the growth of programs under CTM, which now includes six majors mostly focused on management and business. She stated that with Dr. Goyal's retirement, it was a good time to consider different options, including the addition of more technology courses under the Technology Management program, seeking specialized accreditation in the Business program, and splitting the department into two different emphases while continuing to promote the one-college concept. She announced the division of the current CTM into a new College of Computer & Information Technology (CIT) and College of Business, both of which will include upper and lower division, and highlighted some of the benefits that will result. In response to Mr. Johnston, Ms. Burniston explained that these changes should ensure that prospective CPA students in the Business Administration track have a seamless transition when applying for a fifth year or graduate

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

program in terms of coursework and sitting for the exam, even though SPC would not be offering the CPA. She said Dr. Sharon Setterlind, currently lower division dean of Business Technologies, will serve as the CIT dean, and a national search is underway for a College of Business dean.

**10-189.** Mr. Burke suggested the Provost Reports be spread out over a few months rather than all in one meeting and sought the Board's feedback. The Board consensus was to continue hearing from all at each meeting due to the very informative nature of the presentations. Dr. Law agreed to evaluate and reconsider future presentations.

**10-190.** Under Old Business, Dr. Law noted the provision of a follow-up report on the College Reach-Out Program (CROP) in the Board materials, as well as a CROP brochure, and recognized this as a very valuable program for reaching out to middle and high school students. Mr. Burke expressed appreciation for the statistics shared, adding that CROP is an investment toward getting students into college, with a significant number coming to SPC. He sought follow-up in identifying these SPC students and being sure they get involved in other College support programs to ensure a successful college experience. Dr. Law noted efforts being made in this regard and thanked Mr. Burke for his very valuable input. Mr. Gibbons commented he believes Dr. Law will do a great job of getting young students into SPC and helping them achieve success. He offered to work with the president in focusing toward that effort.

Information regarding this item is as follows:

Board Material Relating to  
Agenda Item VI-A  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**College Reach-Out Program (CROP) Follow-Up Report**

At the June 15, 2010 Board of Trustees meeting, several of the Board members expressed an interest in additional information about SPC's CROP program. In response to these questions, attached are CROP highlights and organizational structure.

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Attachments

dsb0706101

#### **College Reach Out Program (CROP) Highlights 2008-09**

##### **Program Narrative**

The College Reach Out Program provides support and academic services to low income, educationally disadvantaged students in grades 6-12. CROP's goal is to increase the number of such students, particularly minorities, who will qualify for and complete postsecondary education. Toward the attainment of these goals, the following are some program activities:

- Tutoring after-school SPC Midtown: 450 student visits for 784 hours
- School based site CROP monthly meetings included mentoring, academic advising, tutoring, financial aid, career development, motivational speakers, college readiness, computer research, supplemental instruction, student recognitions, and officer elections
- South and North County Parent Workshops and Summer Residential Program Orientation
- CROP/Alpha Kappa Alpha Sorority Career Day
- SPC Campus tours (St. Petersburg/Gibbs, Clearwater, Tarpon Springs, Seminole, Downtown, Allstate)
- Other college tours: USF St. Pete, USF Tampa, Everest University, UCF, Valencia
- Field Activities:
  - SPC/JA Teach in – CROP students prepared and presented lessons for students in elementary classrooms
  - Sea World – Animal Careers
  - Universal Studios “Right to Dream”
  - Marine Science Center
  - Job Shadow Day: Raymond James Financial, Home Shopping Network, Central Florida Institute, USF Tampa Engineering Expo
  - Chocolate Nutcracker
  - Marine Science Center
  - Alternate Spring Break program with Childs Park Community Center and Junior Achievement

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Additional FLDOE fund award of \$3,000 was allocated to increase the number of participants in the one-week Summer Residential Program hosted at the University of South Florida from 39 to 47.

**Success Notes**

Numerical data is from most recent CROP report to the Florida Department of Education available: 2008-09

- 333 students enrolled in 2008-09
  - 84 middle school students
  - 247 high school students
  - 2 other students relocated mid-program
- 59 high school seniors; 53 graduated high school with standard diploma; 33 enrolled at SPC
  - 73% of CROP seniors applied to postsecondary institutions
  - 62% of CROP seniors with standard diplomas enrolled at SPC and passed the College Placement Test
    - CPT: Sentence Skills-94, Reading-95, Algebra-97, Elementary Algebra-92, College Level Math-35
  - 9% of CROP seniors were accepted and enrolled in other state colleges
- Graduating seniors' average FCAT math and reading scores:
  - Mathematics: CROP 315, Pinellas County 325 (note that Pinellas County 12<sup>th</sup> graders retaking the FCAT scored 270)
  - Reading: CROP 302, Pinellas County 308 (note that Pinellas County 12<sup>th</sup> graders retaking the FCAT scored 256)
- 4 of the graduating seniors enrolled at SPC received the Johnnie Ruth Clarke Scholarship
- 96% of CROP 6th-11th grade students were promoted to the next grade level
- 24 students participated in the CROP Summer Enrichment Program (in addition to other CROP regular program activities) in collaboration with Junior Achievement. Junior Achievement provided each of these students with a \$400 stipend (\$9,600 total).

**Cost Per Student 2008-09\***

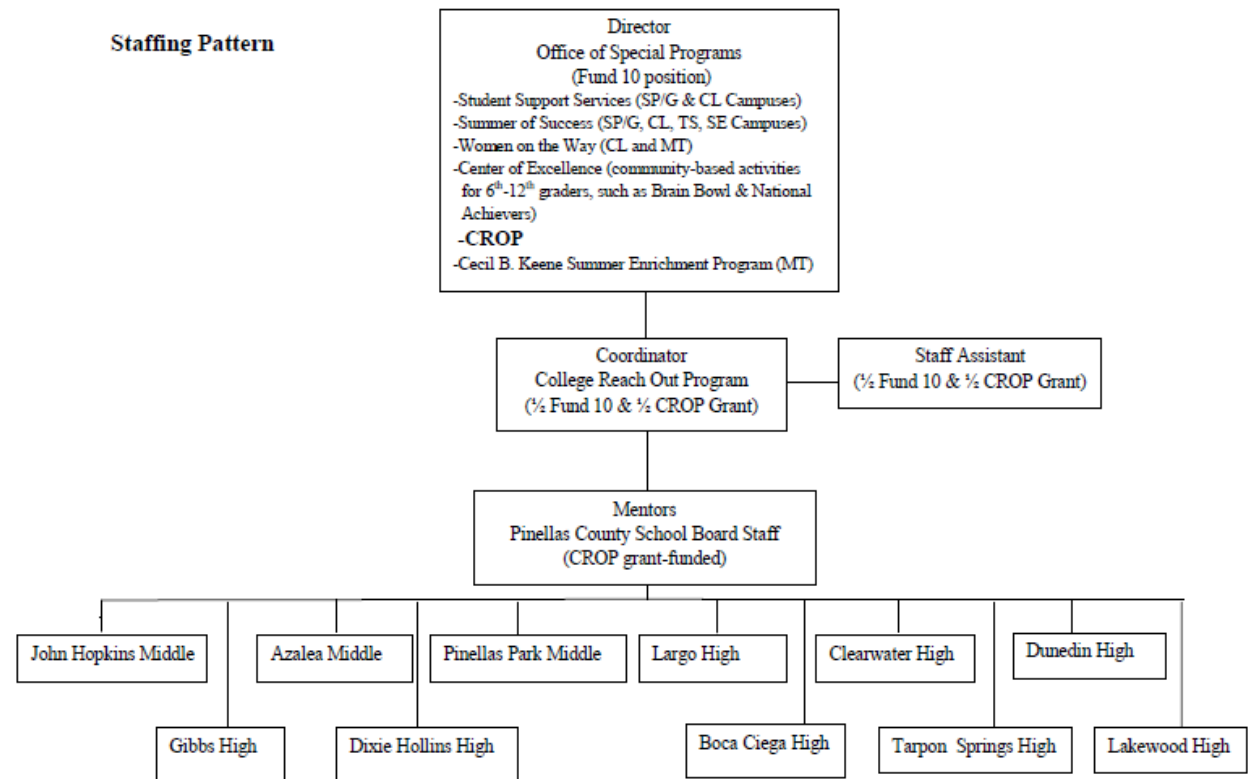
	2008-09 CROP Request	Proposed # to Serve	Proposed Cost per Student	Actual Award	Actual # served	Actual Cost per Student
SPC CROP award funds	\$140,109	350	\$400.31	\$110,845	333	\$332.87
SPC matching funds (fund 21)				61,710	333	\$185.32
<b>SPC total cost per student</b>						<b>\$518.19</b>

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

\*The report to the State is made for the entire Consortium. For 2008-09, the following CROP award information was reported; this does not include college contributions, such as SPC's shown above:

	2008-09 CROP Request	Proposed # to Serve	Proposed Cost per Student	Actual Award	Actual # served	Actual Cost per Student
	\$590,366	1,310	\$451	\$442,598	1,232	\$359.25



**10-191.** At the president's request, Dr. Doug Duncan, Senior Vice President, Administration/Business & Information Services, provided a presentation summarizing the Student Textbook Voucher Plan, which was initially proposed at the May Board meeting. He announced the Textbook Credit Implementation Plan would be implemented tomorrow and run through Oct. 29 and reviewed answers to anticipated questions. Mr. Johnston inquired as to any other institutions with a similar initiative and whether or not SPC is still planning to pursue technology textbook options. Dr. Duncan said he was not aware of any institutions taking similar action with the voucher, and information should be brought back to the Board soon regarding technology textbook options. Mrs. Bilirakis was provided with clarification of eligibility. Mr. Brett inquired as to the amount allotted in the budget for this initiative, to which Dr. Duncan

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

confirmed an amount of \$500,000. Mr. Brett noted recent publicity about the increase in e-books vs. hardcopy books and the decrease in related technology costs. Dr. Law added that the U.S. Department of Education is watching the textbook situation closely due to issues regarding students with disabilities and matters of providing options vs. making them the standard. He reiterated SPC's intention is to make it as easy as possible for students to immediately access this voucher program. Mr. Johnston commented it is the Board's intention to assist students by offsetting part of the 8 percent mandated tuition increase with this voucher. Mr. Burke recommended Dr. Law consider contacting the *Community College Times* and *Chronicle of Higher Education* to make them aware of this initiative. Mr. Johnston asked that Mr. Burke consider making a presentation on the October ACCT agenda on behalf of SPC. Mr. Burke stated this issue needs better national leadership and he is, therefore, currently composing a letter to ACCT/AACC suggesting appointment of a national commission to consider best practices on the textbook issue and to produce definite results. Mr. Johnston additionally suggested that Mr. Burke's letter be copied to Chancellor Will Holcombe, Mrs. Joe Biden and possibly the Gates Foundation to inform them of SPC's initiative.

Information regarding this item is as follows:

Board Material Relating to  
Agenda Item VI-B  
Meeting: July 22, 2010

#### **Student Textbook Voucher Plan Summary**

1. The textbook voucher/rebate program is limited to Fall term 2010. The Board of Trustees will review the results and may decide to extend the program to additional term(s).
2. To be eligible, a student must have registered and paid for a credit class during 2010 Fall term.
3. Each eligible student will receive one (1) \$20 voucher.
4. The voucher may only be used towards textbook purchase or rental at the Follett campus or online bookstore valid through October 30, 2010.



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

5. An electronic file of eligible students will be produced daily and sent to Follett for program administration and tracking. The credit will be valid the next business day following the student's registration.
6. Registered students will be notified of the credit voucher via email and MIR III telephone system.
7. Students seeking refunds (subject to Follett refund restrictions) will receive the purchase price minus the \$20 voucher credit (used book buyback provisions not impacted by voucher).
8. The Institutional Advancement staff will develop an internal marketing/communication plan.
9. Voucher cards or certificates will be distributed to eligible students. These "faux" certificates have no monetary value until authenticated at the time of purchase.

dsd0707102

**10-192.** Under New Business, the Board considered Item VII-A.1 under Bids, Expenditures and Contracts (through Purchasing). In regard to #14 and #15 on the Quarterly Report, which reflected gym equipment purchases for the Clearwater Campus (*#15 inadvertently stated Clearwater Campus instead of the Tarpon Springs Campus*), Mr. Burke commended the effort to provide this benefit, particularly to students, at several College sites. Dr. Olliver noted the ongoing partnership with Seminole Recreation Center for use of its facilities by students, faculty and staff. Mr. Gibbons moved approval of Item VII-A.1. 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.

Information regarding this item is as follows:

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Board Material Relating to  
Agenda Item VII-A.1  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Quarterly Informational Report of Exempt and Non-Exempt Purchases**

The following transactions, exceeding \$25,000 but not exceeding \$250,000, which are exempt from the bidding procedure, pursuant to State Board of Education Rule 6A-14.0734 (2) and Board of Trustees Rule 6Hx23-5.12, occurred since the April 2010 Quarterly Report or were not included in the previous Quarterly Report. Each transaction was reviewed and approved by the Senior Vice President of Administration/Business and Information Services or the President.

Because each transaction stands on its own and does not occur in sequence with other transactions, a cumulative dollar amount is not implied when the same vendor appears more than once on the report. A summary appears at the end of the report, grouping vendors that appear on the report more than once, showing a total for each during the period.

An excerpt from the July 27, 2004 Amended St. Petersburg College Board of Trustees Rule 6Hx23-5.12 relating to exemptions from bidding follows the summary of vendors appearing more than once during the quarter. This is provided as additional information.

The acronyms “SBE” and “BOT” stand for the State Board of Education and the St. Petersburg College Board of Trustees, respectively.

**The listing is by Purchase Order Number:**

- 1. P.O. #72707 – Florida Bullet Inc:** This is in the amount of **\$27,500.28** for ammunition and officers’ equipment at the Allstate Center for Criminal Justice Academies. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or non-profit buying cooperatives.” **Recommended** by J.C. Brock, Campus Executive Officer, Allstate Center, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on March 22, 2010.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

2. **P.O. #72772 – Lightmaker Orlando Inc:** This is in the amount of **\$40,000.00**. For professional services and programming development of a mobile phone application for hurricane preparedness as described in the vendor proposal as to scope, costs and timelines. **This is grant-funded (Fund 21). Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional Services.” **Recommended** by J.C. Brock, Campus Executive Officer, Allstate Center, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on March 29, 2010.
3. **P.O. #72845 – Oracle America Inc:** This is in the amount of **\$118,071.94** for yearly renewal of software update licenses and support for period 6/10/2010-6/10/2011 for Administrative Information Systems (AIS). **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information Technology.” **Recommended** by Daya Pendharkar, Associate Vice President, Information Systems, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on April 4, 2010.
4. **P.O #72879 – EMC Corporation:** This is in the amount of **\$47,957.03** for yearly renewal of maintenance and support for District Office Data Center servers as well as the emergency back-up Data Center servers located at Seminole State College in Sanford for the period from 5/1/2010-4/30/2011. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information Technology.” **Recommended** by Daya Pendharkar, Associate Vice President, Information Systems, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on April 7, 2010.
5. **P.O. #73209 – Perceptive Software Inc:** This is in the amount of **\$45,680.00** for upgrade of software licenses, annual maintenance and support of licensed software, and business analysis used by Financial Assistance Services. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information Technology.” **Recommended** by Daya Pendharkar, Associate Vice President, Information Systems, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on May 3, 2010.
6. **P.O #73554 – Safeware Emergency Management:** This is in the amount of **\$40,275.00** for CLAN LAB investigator’s field kit with Airhawk II Self-Contained Breathing Apparatus (SCBA). **This is grant-funded (Fund 20). Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption B: “Educational tests, textbooks, instructional materials and equipment, films, filmstrips, videotapes, disc or tape recordings or similar audiovisual materials, and computer-based instructional software.” **Recommended** by J.C. Brock, Campus Executive Officer, Allstate Center, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on May 5, 2010.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

7. **P.O #73594 – Oasis Refreshment Systems Inc:** This is in the amount of **\$30,000.00** to provide catering at the EPI Center through June 30, 2010. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption E: “Food.” **Recommended** by Susan Reiter, Vice President of Facilities Planning and Institutional Services, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on May 14, 2010.
8. **P.O #73771 – Idea Integration:** This is in the amount of **\$26,000.00** to provide consultation and to assist Information Systems staff in creation of software, hardware, and architecture requirements document for the SQL (Structured Query Language) Server Data. Start date 5/24/2010 and will expire on 8/31/2010. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional Services.” **Recommended** by Daya Pendharkar, Associate Vice President, Information Systems, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on May 19, 2010.
9. **P.O #74110 – Bandit Fitness Equipment Inc:** This is in the amount of **\$42,993.00** to add and to replace the current fitness training equipment at the Allstate Center. **Authority:** SBE & BOT Rule 6Hx23-5.12, I: “Single Source procurements for purposes of economy or efficiency in standardization of materials or equipment.” **Recommended** by J.C. Brock, Campus Executive Officer, Allstate Center, and Tonjua Williams, Vice President, Academic and Student Affairs, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on May 14, 2010.
10. **P.O #74132 – Dayton Andrews Dodge Chrysler Jeep:** This is in the amount of \$28,582.25 to purchase a 2010 Jeep Grand Cherokee for the use of the new President pursuant to the contract approved by the BOT in April 2010. **Authority:** Per BOT Rule 6Hx23-5.12 “Alternatively, at the discretion of the President, any request for purchase of supplies, equipment, commodities or services not in excess of the threshold amount specified in Category Five, Section 287.017, Florida Statutes may be considered by the President’s Cabinet prior to final approval, or considered by the President in consultation with the Board Chair prior to final approval, or presented by the President to the Board for approval”. Recommended by Thomas E. Furlong, Jr., President and Doug Duncan, Senior Vice President, Administration/Business and Information Services, and approved by Terrence E. Brett, Board Chair on June 3, 2010.
11. **P.O #74152 – Krueger International Inc:** This is in the amount of **\$37,074.27** to provide office furniture for the Midtown campus. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or non-profit buying cooperatives.” **Recommended** by Susan Reiter, Vice President of Facilities Planning and Institutional Services, Tonjua Williams, Vice President of Academic and Student Affairs,

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

and approved by Doug Duncan, Senior Vice President, Administration/Business and Information Services, on May 14, 2010.

12. **P.O. #74202 – SSE Associates Inc:** This is in the amount of **\$118,099.00** to replace and remodel gym floor at the SP/Gibbs campus. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or non-profit buying cooperatives.” **Recommended** by Susan Reiter, Vice President of Facilities Planning and Institutional Services, Tonjua Williams, Vice President of Academic and Student Affairs, and approved by Doug Duncan, Senior Vice President, Administration/Business and Information Services, on June 9, 2010.
13. **P.O. #74218 – Dell Marketing LP:** This is in the amount of **\$29,259.24** for six Poweredge R610 servers. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information Technology.” **Recommended** by Daya Pendharkar, Associate Vice President, Information systems and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on June 8, 2010.
14. **P.O. #74261 – Gym Source Inc:** This is in the amount of **\$50,576.32** for fitness equipment for the Clearwater campus. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption I: “Single Source procurements for purposes of economy or efficiency in standardization of materials or equipment.” **Recommended** by Tonjua Williams, Vice President Academic & Student Affairs, and approved by Thomas E. Furlong, Jr., President on May 20, 2010.
15. **P.O. #74266 – Gym Source Inc:** This is in the amount of **\$39,040.23** to purchase fitness equipment for the Clearwater campus. **Authority** SBE & BOT Rule 6Hx23-5.12, Exemption I: “Single Source procurements for purposes of economy or efficiency in standardization of materials or equipment.” **Recommended** by Tonjua Williams Vice President, Academic & Student Affairs, and approved by Thomas E. Furlong, Jr., President, on May 20, 2010.

#### **Change Orders listed in numeric order:**

1. **P.O. #69091 – EQ Florida Inc:** This change order is in the amount of **\$2,495.00** (new total is \$68,500.00) increase for additional hazardous waste removal service for the period of 7/1/2009-6/30/2010. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional Services.” **Recommended** by Susan Reiter, Vice President of Facilities Planning and Institutional Services, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on June 15, 2010.

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

2. **P.O. #69672 – Assessment Technologies Institute LLC:** This change order is in the amount of **\$5,551.00** (new total is \$147,423.00) increase for additional textbooks, DVDs and assessment review programs due to increased enrollment for the period of 7/1/2009-6/30/2010. **Authority:** SBE & BOT Rule 6Hx23-5.12, B: “Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audiovisual materials, and computer-based instructional software.” **Recommended** by Phil Nicotera, Provost of the Health Education Center, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on June 18, 2010.
3. **P.O. #69686 – Education To Go:** This change order is in the amount of **\$8,500.00** (new total is \$36,500.00) increase to provide corporate training as needed due to increased enrollment for the period of 7/01/09- 6/30/2010. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional Services.” **Recommended** by James Connolly, Director of Corporate Training, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on April 28, 2010.
4. **P.O. #70136 – Zagers Brand Inc/ Gem Supply:** This change order is in the amount of **\$5,900.00** (new total is \$74,766.42) increase for custodial supplies. **Authority:** SBE & BOT Rule 6Hx23-5.12, pursuant to Invitation to Bid #SPC 8-08-09 results. **Recommended** by Susan Reiter, Vice President of Facilities Planning and Institutional Services, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on June 15, 2010.
5. **P.O. #70788 – Albright Productions Inc.:** This change order is in the amount of **\$15,000.00** (new total is \$39,000.00) increase for video production services related to Distance Learning Courses of MCTFT (Multijurisdictional Counterdrug Task Force Training). **This is grant-funded (Fund 20).** **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional Services.” **Recommended** by Eileen LaHaie, Executive Director, Center for Public Safety Innovation (CPSI), and approved by Doug Duncan, Administration/Business and Information Services, on June 25, 2010.
6. **P.O. #71179 – Semantic Space:** This change order is in the amount of **\$28,336.00** (new total is 181,424.00) increase for additional PeopleSoft functional and technical support to assist Student Administration upgrades for 308 hours for consultant Bhavik Patel at a rate of \$92.00 per hour. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information Technology.” **Recommended** by Daya Pendharkar, Associate Vice President, Information Systems, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on April 16, 2010.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

7. **P.O. #72696 – McKeon, Nancy I:** This change order is in the amount of **\$28,800.00** (new total is 38,400.00) increase to provide consultation and professional services at Law Enforcement Executive Sessions for an additional 36 days at \$800.00 per day through 9/30/12. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional Services.” **Recommended** by J.C. Brock, Campus Executive Officer, and approved by Doug Duncan, Senior Vice President of Administration/Business and Information Services, on May 28, 2010.

**Summary of Vendors Appearing More Than Once (exclusive of change orders)**

Gym Source Inc

P.O. #74261 \$50,576.32

P.O. #74266 \$39,040.32

Total \$89,616.64

**For Information: Excerpt from Board of Trustees’ Rule 6Hx23-5.12 Purchasing**

All non-exempted purchases exceeding the Category Two threshold amount [\$25,000] as specified in Section 287.017, Florida Statutes, require a formal sealed competitive solicitation requested from at least three responsible vendors, when possible. In addition, competitive solicitation awards exceeding the Category Five threshold amount [\$250,000] as specified in Section 287.017, Florida Statutes, must be approved by the Board of Trustees. Whenever two or more such solicitations, which are equal with respect to price, quality, and service, are received for the procurement of commodities or services, a solicitation response received from a business that certifies that it has implemented a drug-free workplace program as specified in Section 287.087 Florida Statutes shall be given preference in the award process. In the event it is desired to competitively solicit commodities or services that are included in the exempt from competitive solicitation category, the competitive solicitation must originate through Purchasing.

**The following are exceptions to competitive solicitations:**

A. Purchases under Sections 946.515 (PRIDE) and 946.519 (The State Department of Corrections), Florida Statutes.

B. Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audiovisual materials, and computer-based instructional software.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

C. Library books, reference books, periodicals, and other library materials and supplies.

D. Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or non-profit buying cooperatives.

E. Food.

F. Services or commodities available only from a single or sole source.

G. Professional services, including, but not limited to artistic services, instructional services, health services, environmental matters, attorneys, legal services, auditors, and management consultants, architects, engineers, and land surveyors. Services of architects, engineers, and land surveyors shall be selected and negotiated according to Section 287.055, Florida Statutes. For the purposes of this paragraph, "professional services" shall include services in connection with environmental matters, including, but not limited to the removal of asbestos, biological waste, and other hazardous material.

H. Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange, and use information in various forms of voice, video and data and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.

I. Single Source procurements for purposes of economy or efficiency in standardization of materials or equipment.

J. Emergency purchases not in excess of the Category Two threshold [\$25,000] as specified in Section 287.017, Florida Statutes as provided for in P6Hx23-5.123.

**(Rule Authority: State Board of Education Rule 6A-14.0734 Bidding Requirements.)**

This Quarterly Informational Report was compiled by Paul Spinelli, Director of Procurement and Asset Management.

pas0702103

**10-193.** The Board considered Items VII-B.1-B.3 under Other Expenditures and Contracts. In regard to Item VII-B.2, Mr. Burke noted that President Law currently serves on the WorkNet Board, and he sought feedback from the president. Dr. Law shared he has thus far attended one



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

meeting and found it included the right people who could make things happen in workforce education and development. He noted he is also trying to obtain a seat on the Economic Development Council and may seek the Board's assistance in this effort. In response to Mr. Johnston, Dr. Law and Mr. Gibbons, who also sits on the WorkNet Board, explained their understanding of the Board's efforts. Mr. Burke sought a 15-minute report at the next Board of Trustees meeting on how WorkNet benefits SPC.

Mr. Johnston moved approval of Items VII-B.1-B.3, as well as Grant Items VII-C.1a-C.1g and VII-C.2. Mr. Gibbons seconded the motion. In regard to items reflected in VII-B.1, Mr. Burke noted he had inquired of Dr. Law as to SPC's overall marketing plan in light of the high expenditure reflected in Item VII-B.1 for billboard advertising, and he asked Dr. Law for address this with the trustees. Dr. Law acknowledged the high advertising costs and explained the College is currently reviewing a more comprehensive approach toward advertising. He said he would realign this effort where necessary and bring a marketing plan back to the Board. Mr. Johnston asked that the College increase its direct advertising efforts to counteract those of the for-profit institutions. Mr. Burke requested that more resources be directed to helping students once they arrive on the SPC campus to get them through the system and beyond vs. just in recruiting, as is done with the for-profits. Dr. Law stated that a learning curve exists to effectively reach the market where potential students are connected. Mr. Gibbons noted that cable radio is currently a big means of advertising and suggested that a professional advise SPC staff as to how to best reach the appropriate market. Mr. Burke recommended seeking advice from Mr. Gibbons' business due to their marketing expertise.

In regard to Item VII-C.1a, Mr. Burke commented on how students are being served by the Carl Perkins funds, noting that the Board's advocacy on the federal level has kept this program active in assisting students. Dr. Law concurred with the effectiveness of this expenditure in that the funds are almost all for personnel who are in direct contact with students.

Following the motion and second, 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 VII-B.1  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Quarterly Informational Report on Contract Items**

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

This informational report includes executed contracts and/or items that have been approved by either the President or designee; the President and Chair of the Board of Trustees; or the President's Cabinet during the preceding Quarter and are being reported to the Board pursuant to Board of Trustees' Rule 6Hx23-5.903.

**Section A:** The following transactions are related to contracts and/or items in amounts not exceeding \$250,000.

1. Agreement with **Across the Street Productions (ASP)** that will allow the College to use ASP training materials for the purpose of assisting in certifying others in the hands-on evaluation (manipulative skills) portion of an ASP-approved hazard zone incident command certification program. There is no cost to the College associated with entering into this Agreement. The Agreement will commence as soon as possible and be ongoing unless terminated by either party. This item was approved by the President on June 3, 2010. Department—Fire Academy In-Service, JC Brock
2. Agreement with **Admiral Farragut Academy, Inc.** whereby the College will be able to use various facilities to conduct the College for Kids Program on its site from June 28-July 23, 2010. The cost to the College for use of the site will be \$1,500; in addition there will be a cost of \$125 per student per week for the sailing program. Based on the foregoing, the College anticipates expenses in the amount of \$15,000 which will be offset by participant fees. After expenses, the net revenue to the College is anticipated to be approximately \$2,500. This item was approved by the President on April 5, 2010. Department—College for Kids, Stan Vittetoe
3. Interinstitutional Articulation Agreement with **Admiral Farragut Academy, Inc. (AFA)** that will allow eligible AFA students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2010 and will continue for the period of one year. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on June 23, 2010. Department—Dual Enrollment/Early College, Anne Cooper
4. Agreement with **Allied Group, Inc., an affiliate of AAA Auto Club South (ACS)** whereby Allied Group will provide business-related travel management services to the College. Previously, such travel management services were provided to the College through ACS's affiliate, Automobile Club of Missouri, Inc. (ACMO). In March 2010, ACMO ceased its relationship as an affiliate of ACS; therefore, another ACS affiliate,

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Allied Group became the provider of travel services to the College. Under the terms of this renewal Agreement, ACS will continue to provide travel services commencing July 1, 2010 and continuing through June 30, 2011. The estimated cost to the College during this period is anticipated to be approximately \$35,000—\$45,000. This item was approved by the President on April 28, 2010. Department—Business Services, Doug Duncan

5. Agreement with **Susan Anderson** to continue to provide consulting services to inventory, catalog and create displays for Congressional materials. The cost to the College for the period commencing July 1, 2010 and continuing through June 30, 2011 will be up to \$7,500. This item is being funded through the Government Institute and is recommended by Anne Cooper. This item was approved by the President on June 4, 2010. Department—Government Institute, Susan Reiter
6. Agreement with **Apple Computer Inc.** that will allow the College to be listed in the general public director of iTunes U. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College. This item was approved by the President on May 19, 2010. Department—Director of Web and Instructional Technology Services, Jim Olliver
7. Agreement with **Apple Computer, Inc.** that will allow the College to join the iPhone Developer University, which will give faculty and the Web & Instructional Technology Department the opportunity to develop mobile applications for instruction. This Agreement will provide access to faculty, staff and up to 200 students. There is no cost to the College associated with entering into this Agreement. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. This item was approved by the President on June 23, 2010. Department—Web & Instructional Technology, Jim Olliver
8. Agreement with **Axzo Press** whereby the College's Corporate Training will use Axzo's *ILT CustomCourse 5.1* software to create and modify Instructor Lead Training Manual(s) that will be used to teach various technology courses. The Agreement will commence July 1, 2010 and continue through June 30, 2011. The cost to the College for this Agreement will be \$10,000. After expenses, the net revenue to the College is anticipated to be approximately \$7,000. This item was approved by the President on April 28, 2010. Department—Corporate Training, Stan Vittetoe
9. Agreement with **Bachelor Degree Access Strategies, LLC** to provide consulting services and deliverables as agreed to by the parties. Services will include structuring and implementing certificate, two-year, baccalaureate and graduate programs; enhancing opportunities with international institutions; and assisting in management transition

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

services. The Agreement will commence July 1, 2010 and continue through June 30, 2011. The cost to the College for this period will not exceed \$84,000 plus travel expenses. This item was approved by the President on June 10, 2010. Department—President's Office

10. Agreement with **Banquet Masters, Inc.** to continue to provide food and catering services for the Tarpon Springs Campus. The Agreement renewal will commence on July 1, 2010 and continue through June 30, 2013. Although the exact revenue associated with entering into this Agreement cannot be determined, Banquet Masters will pay the College 15% of gross sales in excess of \$1,500 per day and 3% for catered events other than functions for the College. The foregoing percentages may be evaluated and changed upon mutual agreement of the parties during the renewal period. This renewal represents the first of two three-year renewal options under the original Agreement. Banquet Masters agrees to provide food and catering services in accordance with the terms and conditions of the original Agreement executed June 16, 2006 and any subsequent addendums/amendments thereto. This item was approved by the President on April 22, 2010. Department—Business Services/Auxiliary Services, Doug Duncan
11. Agreement with **Bay Pines VA Healthcare System** to participate on Bay Pines' Shared Faculty Program whereby Bay Pines will provide a qualified Nurse to teach selected Nursing courses. Bay Pines will pay the annual salary and benefits for the employee and provide release time to teach the courses. The College will select Nursing students to complete designated courses at Bay Pines; provide faculty to teach additional required Nursing courses; and provide orientation for Bay Pines' faculty. The Agreement will commence as soon as possible and will continue through May 2012. There is no added cost to the College (beyond the provision of instructors) associated with entering into this Agreement. This item was approved by the President on June 29, 2010. Department—Nursing, Phil Nicotera
12. Agreement with **BayCare Health System, Inc.** to expand enrollment in the Nursing Program to assist in alleviating the nursing shortage in the Tampa Bay area. The parties to the Agreement will provide a designated number of qualified candidates (current eligible BayCare employees and if needed, candidates from SPC's applicant pool) for Fall 2010 and Spring/Summer 2011 semesters to obtain an Associate in Science degree in Nursing. In addition, BayCare will coordinate employee work schedules; provide classroom, lab and office space for students and faculty; provide lab equipment and supplies; and provide some faculty and lab facilitation support as part of the initiative. SPC will provide some faculty for instruction; coordinate admissions; reserve slots for students, if needed; schedule initiative classes and skills labs at designated locations; schedule initiative clinical rotations in BayCare facilities; and provide student support and resources. The Agreement will commence as soon as possible and is subject to review and renegotiation annually. There is

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

no added cost to the College (beyond the provision of instructors) associated with entering into this Agreement. This item was approved by the President on June 29, 2010. Department—Nursing, Phil Nicotera

13. Agreement with **BCA Properties, LLC** whereby the College will participate as a sponsor for the Black Coaches and Administrators Convention. The College will also set up a booth at the Sports Business Symposium to provide attending students with information about SPC. The cost to the College for this Agreement will be \$150. The Agreement covers the period of May 1, 2010 through June 30, 2010. This item was approved by the President on April 30, 2010. Department—Athletics, Syd McKenzie
14. Affiliation Agreement with **Brooksville Regional Hospital** to provide clinical experience for students enrolled in the Medical Laboratory Technology Program at no cost to the College. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. This item was approved by the President on April 30, 2010. Department—Medical Laboratory Technology, Phil Nicotera
15. Agreement with **Burrito Boarder** to provide food and service for the *Nite Bites* Student Activities event to be held on June 8, 2010 at SPC Midtown. The cost to the College will be \$399.50. This item was approved by the President on June 3, 2010. Department—SPC Downtown, Yvonne Ulmer
16. Agreement with **Burrito Boarder** to provide food and service for the *Nite Bites* Student Activities event to be held on June 10, 2010 at the Downtown Center. The cost to the College will be \$639.20. This item was approved by the President on June 3, 2010. Department—SPC Downtown, Yvonne Ulmer
17. Interinstitutional Articulation Agreement with **Calvary Christian High School (CCHS)** that will allow eligible CCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2010 and will continue for the period of one year. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on June 23, 2010. Department—Dual Enrollment/Early College, Anne Cooper
18. Agreement with **Catering Specialties by Steve** to provide catering services for the Welcome Back event to be held at SPC Midtown on May 19, 2010. The cost to the College will be \$297.50. This item was approved by the President on April 30, 2010. Department—SPC Downtown, Yvonne Ulmer

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

19. Agreement with **Catering Specialties by Steve** to provide catering services for the Welcome Back event to be held at the SPC Downtown Center on May 20, 2010. The cost to the College will be \$470. This item was approved by the President on April 30, 2010. Department—SPC Downtown, Yvonne Ulmer
20. Agreement with **CBS Outdoor** to provide year-round bulletin sized billboard advertising for Baccalaureate programs. The Agreement period commenced April 1, 2010 and will continue through March 31, 2011. The cost to the College for this period will be \$29,400. This item was approved by the President on April 12, 2010. Department—Baccalaureate Programs, Kay Burniston
21. Agreement with **CBS Outdoor** to provide a bulletin sized billboard for advertising Baccalaureate programs. The billboard will rotate between Pinellas and Hillsborough counties. The Agreement period will commence July 1, 2010 and continue for a period of six months. The cost to the College for this period will be \$14,700. This item was approved by the President on May 27, 2010. Department—Baccalaureate Programs, Kay Burniston
22. Agreement with **Clear Channel Outdoor** to provide year-round bulletin sized billboard advertising for University Partnership Center/Baccalaureate programs. The Agreement period will commence July 5, 2009 and continue for a period of 13 months. The cost to the College for this period will be \$87,269 and will include billboards in six key locations in Pinellas County. This item was approved by the President on May 24, 2010. Department—University Partnership Center, Catherine Kennedy/Kay Burniston
23. Agreement with **Clear Channel Outdoor** to provide poster advertising in bus shelters for University Partnership Center/Baccalaureate programs. The Agreement period will commence July 5, 2009 and continue for a period of 13 months. The cost to the College for this period will be \$72,640 and will include posters that are displayed on a rotation basis in eight locations at a time in Pinellas County. This item was approved by the President on May 24, 2010. Department—University Partnership Center, Catherine Kennedy/Kay Burniston
24. Agreement with the **City of Clearwater** whereby the College will provide the City a 25 foot Drainage and Utilities easement on the Clearwater Campus. The Agreement will commence as soon as possible to allow for drainage and utility installation and be ongoing for the City's continued maintenance. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on April 30, 2010. Department—Facilities Planning & Construction, Susan Reiter

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

25. Agreement with **George Cody Management Consultant** to continue to provide consulting services associated with maintaining the classification and pay plan of the College. The Agreement will commence on July 1, 2010 and will continue through June 30, 2011. The cost to the College for this period will be \$6,000. This item was approved by the President on May 7, 2010. Department—Human Resources, Patty Jones
26. Agreement with **Crowne Plaza** for use of its facilities as part of a Law Enforcement Suicide Prevention Conference being conducted by the College's Regional Community Policing Institute. The cost to the College will not exceed \$30,000 and will cover guest rooms, meeting rooms, A/V equipment, catering and parking. The costs for this Agreement will be funded through a grant from the Department of Justice. This item was approved by the President on April 5, 2010. Department-Regional Community Policing Institute **This item is grant funded.** JC Brock
27. Agreement with **Dell Financial Services, LP** to lease equipment to be used for the St. Petersburg Collegiate High School. The lease will commence as soon as possible and will continue for a period of 49 months. The cost to the College for this lease is expected to be \$53,314.08. Should the College opt to purchase the equipment at the end of the lease term, the purchase option price would be an additional \$2,040.97. Based on the foregoing, the total cost to the College for this Agreement will not exceed \$55,355.05. This item was approved by the President on April 5, 2010. Department—St. Petersburg Collegiate High School, Starla Metz
28. Agreement with **Dell Financial Services, LP** to lease 10 computers for use in the Provost Office at the Clearwater Campus. The Agreement will commence as soon as possible and will continue for the period of 49 months. The cost to the College for this lease is expected to be \$10,915.96. Should the College opt to purchase the equipment at the end of the lease term, the purchase option price would be an additional \$417.88. Based on the foregoing, the total cost to the College for this Agreement will not exceed \$11,333.84. This item was approved by the President on May 7, 2010. Department—Business Services, Doug Duncan
29. Agreement with **Dell Financial Services, LP** to lease 24 computers for use on the Tarpon Springs Campus. The Agreement will commence as soon as possible and will continue for the period of 49 months. The cost to the College for this lease is expected to be \$30,040.64. Should the College opt to purchase the equipment at the end of the lease term, the purchase option price would be an additional \$1,150.01. Based on the foregoing, the total cost to the College for this Agreement will not exceed \$31,190.65. This item was approved by the President on May 19, 2010. Department—Business Technologies, Conferlete Carney

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

30. Agreement with **Dell Financial Services, LP** to lease 27 computers to be used in the Business Technologies Department at the St. Petersburg/Gibbs Campus. The lease will commence as soon as possible and will continue for a period of 49 months. The cost to the College for this lease is expected to be \$24,591.08 plus shipping and handling, if any. Should the College opt to purchase the equipment at the end of the lease term, the purchase option price would be an additional \$941.39. Based on the foregoing, the total cost to the College for this Agreement will not exceed \$25,532.47. This item was approved by the President on June 24, 2010. Department—Business Technologies, Karen Kaufman White
31. Agreement with **Dell Marketing, LP** that will allow the College to implement the Microsoft Unified Messaging pilot program. This program will enable the College to use Instant Messaging, Live Meeting and Presence Functionality. Under the terms of the Agreement, Dell will provide Assessment and Design; OCS Core Deployment; Telephony Integration; Exchange UM Deployment; OCS Edge Deployment; ISA/TMG Installation; and Documentation and Closeout. It is anticipated that these services will take approximately 4 weeks and 3 days. Although the value of the services from Dell is \$45,600, the cost to the College for this Agreement will be \$20,600. Dell/Microsoft funding in the amount of \$25,000 will be contributed towards this project. These funds
31. **Dell Marketing, LP (Continued)**
- have been made available through Dell/Microsoft case study program. The Agreement will commence as soon as possible and will continue through project completion. This item was approved by the President on June 3, 2010. Department—AIS Information Systems, Doug Duncan
32. Agreement with **Diversified Business Machines, Inc.** to provide for the purchase of 8 new Photo ID machines and a contract for service. The Agreement will commence upon installation and continue for the period of one year. The cost to the College for the machines and one year of maintenance will be \$27,077. This item was approved by the President on April 19, 2010. Department—Student Activities, Photo ID, Tonjua Williams
33. Agreements with **Dolphin Computer Access, Ltd.** to renew licenses for two software titles that are used by OSSD students and SPC staff. The software licenses being renewed are for *EasyConverter* and *Dolphin Publisher*. The cost to the College to renew the licenses, including free updates and upgrades, for a 12-month period will be \$708. This item was approved by the President on May 7, 2010. Department—Academic & Student Affairs, Anne Cooper



## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

34. Agreement with **Elsevier B.V.** to provide the College with a license to its Health and Life Sciences Journal Collection for use in the College's libraries. The Agreement subscription will be for the period of one year commencing May 1, 2010 and continuing through April 30, 2011. The cost to the College for this period will be \$2,450. This item was approved by the President on April 12, 2010. Department—Libraries, Anne Cooper
35. Agreement with **Robert Entel, MD** to provide services as Medical Director to assist in maintaining and monitoring standards of the Radiography Program. The Agreement will commence Session I, 2010-11 and will continue through Session III, 2010-11 at a cost to the College of \$1,500. This item was approved by the President on April 22, 2010. Department—Radiography, Phil Nicotera
36. Agreement with **D.G. Erwin Technical Center** to provide the use of its MLT student laboratory and equipment, which will allow students in SPC's Medical Laboratory Technology Program to obtain clinical experience. There is no cost to the College associated with entering into this Agreement. The Agreement will continue on a semester basis and may be terminated at the end of the current semester or as mutually agreed to by the parties. It is anticipated that this Agreement will commence as of August 20, 2010 and continue through August 19, 2011. This Agreement was approved by the President on June 3, 2010. Department—Medical Laboratory Technology, Phil Nicotera
37. Agreement with **Everything But the Mime, Inc.** to provide *Bungee Bull* entertainment for the Family Barbeque Quad event to be held on the St. Petersburg/Gibbs Campus on July 1, 2010 at a cost to the College of \$950. This item was approved by the President on June 29, 2010. Department—Student Life & Leadership, Karen Kaufman White
38. Agreement with **Extreme Entrepreneurship Education, LLC (EEE)** to provide a bus tour and presentation to educate participants on creating, growing and profiting in business. This event, which will be held on October 8, 2010, is part of the College's kick off of new program offerings in the area of Entrepreneurship. The cost to the College for this event will be \$9,750. This item was approved by the President on May 24, 2010. Department—Student Activities Collegewide Projects, Tonjua Williams
39. Agreement with **First Baptist Church of Indian Rocks** for use of its facilities for the College's July 24, 2010 graduation ceremonies. The cost to the College for use of the facilities and a catered breakfast for 50 people will be \$4,944. This item was approved by the President on June 23, 2010. Department—Graduation, Patrick Rinard
40. Agreement with **The Florida Department of Education (FDOE)** whereby the Collaborative Labs provided conference, design, facilitation and documentation services for

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

a lab event held on April 21-22, 2010. Subsequent to this event, the FDOE requested that its revised contract be executed rather than the standard Collaborative Labs agreement that was previously initiated by the College. The revenue to the College associated with this Agreement is anticipated to be \$11,750. This item was approved by the President on May 19, 2010. Department—Collaborative Labs, Stan Vittetoe

41. Affiliation Agreement with **Florida Department of Health, Palm Beach County Health Department** that will allow students in health care professions to obtain clinical/internship experience at the Agency. The Agreement will commence upon execution and be ongoing unless terminated by either party. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on June 23, 2010. Department—College of Health Sciences, Kay Burniston
42. Agreement with the **Florida Department of Transportation (FDOT)** whereby the FDOT will make improvements to the 66<sup>th</sup> Street entrance area at the Health Education Center which will include the installation of an ADA approved ramp in the North/South walkway of the entrance on 66<sup>th</sup> Street. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on April 30, 2010. Department—Facilities Planning & Construction, Susan Reiter
43. Agreement with **Follett Higher Education Group, Inc.** to provide access to certain course material data and software to support institutional compliance with the Higher Education Opportunity Act of 2008. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on April 5, 2010. Department—Auxiliary, Bookstore, Doug Duncan
44. Agreement with **Green Energy Engineering, Inc.** to partner with the College to offer Green Energy classes through Corporate Training Services. The Agreement will commence as soon as possible and continue for the period of three years. The costs associated with this Agreement will be offset by student fees. After expenses (estimated to be \$5,000), the College expects to receive an annual net revenue of approximately \$5,000. This item was approved by the President on June 23, 2010. Department—Corporate Training, Stan Vittetoe
45. Agreement approved with **Greenville Technical College, Buck Mickel Center** to continue to develop and offer online curriculum for RN/LPN refresher/remediation and RN return-to-work courses that meet the Florida Board of Nursing guidelines. The per course fee for RN Refresher/Remediation is \$1,195 and the College will retain \$595 per student for its services. The course fee for Return-to-Work courses is \$795 and the College will retain

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

\$397.50 for its services. These fees are consistent with other providers who offer similar courses. The Agreement will commence as of July 25, 2010 continue through July 24, 2013. Based on an estimate of students taking the courses and the costs for services (\$17,500), the College expects to receive a net revenue of approximately \$17,500. This item was approved by the President on April 12, 2010 and clarified April 30, 2010. Department—CE Health, Phil Nicotera

46. Agreement with **Gregory, Sharer & Stuart P.A.** to provide services to conduct the required audit of the St. Petersburg Collegiate High School. The Agreement will commence August 18, 2010 and continue through June 30, 2011 at a cost to the College not to exceed \$15,000. This item was approved by the President on May 7, 2010. Department—St. Petersburg Collegiate High School **This item is grant funded.** Starla Metz
47. Agreement of Cooperation with **City of Halki, Greece** to promote the exchange of experiences and staff in the fields of education, science, culture and other areas in which both parties are involved. There is no cost to the College associated with entering into this Cooperation Agreement. The Agreement will commence upon execution and continue for the period of one year. Thereafter, the Agreement may be renewed for one-year periods if mutually agreed by the parties. This item was approved by the President on June 3, 2010. Department—International Programs, Karen Kaufman White
48. Agreement with **Harland Technology Services** to provide onsite maintenance for the Scantron machine used in the Communications Department on the Clearwater Campus. The cost to the College will be \$454. The Agreement will be for the period commencing July 1, 2010 and continuing through June 30, 2011. This item was approved by the President on May 7, 2010. Department—Communications, Letters, Stan Vittetoe
49. Affiliation Agreement with **HCA Central Florida Regional Hospital** that will allow students in the Health Information Management Program to obtain clinical experience. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on May 19, 2010. Department—Health Information Management, Phil Nicotera
50. Agreement with **I Make News, Inc.** to provide a newsletter publishing service for use by the National Terrorism Preparedness Institute (NTPI) and Center for Public Safety Innovation (CPSI). The CPSI/NTPI Live Response newsletter will be distributed via email to a maximum of 1000 recipients per month. The Agreement will commence on July 1, 2010 and continue for the period of one year. The cost to the College for this Agreement

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

will be \$800. This item was approved by the President on June 3, 2010. Department—NTPI **This item is grant funded.** JC Brock

51. Interinstitutional Articulation Agreement with **Indian Rocks Christian School (IRCS)** that will allow eligible IRCS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2010 and will continue for the period of one year. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on June 23, 2010. Department—Dual Enrollment/Early College, Anne Cooper
52. Agreement with the **International Association of Fire Chiefs** whereby the College will partner with IAFC to present a two-day Symposium as part of the “Executive Edge Leadership Program.” The College will provide the facility and staff liaison support and IAFC will provide marketing, printed materials, registration, accommodations, and instruction. The cost for the two-day course is anticipated to be \$995 per student. St. Petersburg College will receive \$35 of this fee and IAFC will receive the remaining amount. Based on an estimate of 35 students, the College anticipates a net revenue in the amount of \$420—\$1,050. This item was approved by the President on June 3, 2010. Department—Fire Academy In-Service, JC Brock
53. Agreement with **Killer Tracks** for a license that will allow the College, through its Center for Public Safety Innovation (CPSI), to continue to use selections from the Killer Tracks music library for CPSI programs that are produced through June 30, 2013. The Agreement will commence July 1, 2010 and continue through June 30, 2013. The cost to the College for this period will be \$10,050. This item was approved by the President on May 24, 2010. Department—CPSI **This item is grant funded.** JC Brock
54. Agreement with **Liara Studios Photographic Art and Design** to provide for the photographing of students during the Early College Program Medallion Ceremonies to be held on May 6, 2010. Since students will pay Liara directly for any photos ordered, there is no cost to the College associated with this Agreement. This item was approved by the President on April 30, 2010. Department—Early College, Anne Cooper
55. Agreement with the **LYRASIS (formerly Southeastern Library Network)** and **LexisNexis Academic and Library Solutions, a division of Reed-Elsevier, Inc.** (“Lexis”) to continue to provide access to the Congressional Information Service (“CIS”). LYRASIS is a consortium, which allows schools to obtain access to reference materials such as CIS at a discount. Lexis is the company actually providing access to CIS; therefore,

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

a separate Licensing Agreement with Lexis is also required. The LYRASIS agreement continues to automatically renew unless terminated by either party. The term

#### 55. **LYRASIS (Continued)**

and termination provisions of the Lexis agreement will coincide with the LYRASIS agreement. There is no cost to the College associated with continuing the LYRASIS agreement. The estimated cost to the College to continue the Lexis agreement (through LYRASIS) through June 30, 2011 is approximately \$18,144. Should the Lexis agreement be renewed to continue beyond June 30 2011, the department will seek additional expenditure approval at that time. This item was approved by the President on April 30, 2010. Department—Library, Anne Cooper

56. Interinstitutional Articulation Agreement with the **School District of Manatee County (SDMC)** that will allow eligible students enrolled at SDMC to enroll in Dual Enrollment courses in pursuit of AA, AS or AAS degrees or Certificate programs at the College. The renewal Agreement will commence as of August 1, 2010 and continue through July 31, 2011 at no cost to the College. This item was approved by the President on April 19, 2010. Department—Academic & Student Affairs, Anne Cooper

57. Agreement with **Medical Training Solutions, Inc.** for a one-year subscription to its Lab Training Library that provides over 30 training courses for laboratory staff and students. The cost to the College will be \$795 and the Agreement will commence June 1, 2010 and continue through May 31, 2011. This item was approved by the President on May 12, 2010. Department—Director of Libraries, Anne Cooper

58. Agreement with **Meridian Strategies, LLC** to provide technical assistance in dealing with agencies in the state (Florida) government in resource development opportunities, including identification and pursuit of grants and contracts that correlate with the College's mission. The Agreement will be for the period beginning July 1, 2010 and continuing through June 30, 2011 at a cost to the College of \$40,000. This item was approved by the President on April 19, 2010. Department—Government Affairs, President's Office

59. Agreement with **Music Theatre International** that will allow the College to use materials to perform "Once on This Island" as part of the College for Kids Program. The cost to the College for this Agreement will be \$635. The Agreement is a one-time contract to cover the performance to held on July 30, 2010. This item was approved by the President on June 3, 2010. Department—College for Kids, Stan Vittetoe

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

60. Agreement with **National Cinemedia** to provide on-screen and lobby ads in the Woodlands Cinemedia multiplex and Park Place Stadium movie theaters in Pinellas County. In addition to the preshow onscreen ads to be displayed, the same ads will run on separate screens in the lobby area every 20-25 minutes at both theaters. The cost to the College for the period commencing July 1, 2010 and continuing through June 30, 2011 will be \$60,108. These costs will be shared equally by Baccalaureate Programs and Institutional Advancement. This item was approved by the President on April 28, 2010. Departments—Baccalaureate Programs and Institutional Advancement, Kay Burniston/Mike O’Keeffe
61. Agreement with **Dr. Joe A. Nelson d/b/a Medical Directions Consultants, Inc.** to provide medical direction and accountability for the Emergency Medical Services Program and Emergency Medical Services Non-Credit Program. The Agreement will commence July 1, 2010 and continue through June 30, 2011 at a cost to the College of \$11,000. This item was approved by the President on April 22, 2010. Department—Emergency Medical Services, Phil Nicotera
62. Interinstitutional Articulation Agreement with **Northside Christian School (NCS)** that will allow eligible NCS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2010 and will continue for the period of one year. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on June 23, 2010. Department—Dual Enrollment/Early College, Anne Cooper
63. Agreement with **Oasis Refreshment Systems, Inc.** to provide food and catering services at the Wave Café located at the EpiCenter. The Agreement with Oasis will commence on May 6, 2010 and continue them May 5, 2013. The services to be provided will be in accordance with the College’s Request for Proposal and the Response submitted by Oasis. Although the revenue cannot be determined at this time, Oasis will pay the College 2.5-7% commissions (percentage varies depending on sales volume) for weekly cafeteria sales and 0-7% commissions (percentage varies depending on catering invoice total) for catering sales. This item was approved by the President on April 30, 2010 and clarified May 7, 2010. Department—EpiCenter Administration, Susan Reiter
64. Agreement with **Oasis Refreshment Systems, Inc.** to continue to provide vending services to the College. The renewal period will commence August 1, 2010 and continue for a period of two years through July 31, 2012. Oasis agrees to remunerate to the College a minimum of \$125,000 per year. This item was approved by the President on May 24, 2010. Department—Vending Services, Doug Duncan

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

65. Agreement with **Jeffrey S. O'Brien, Esquire** to provide services, if needed, as the College's hearing officer for student disciplinary hearings. The Agreement will commence July 1, 2010 and will continue through June 30, 2011. Although the costs to the College cannot be determined at this time, should Mr. O'Brien's services be needed, the hourly rate will be \$130 per hour. This item was approved by the President on April 22, 2010. Department—General Counsel, Syd McKenzie
  
66. Agreement with **Offshoot Systems, LLC** to continue the license to SearchAXIS Custom Toolbar software that will allow the College to install SPC's customized Library toolbar on any and all library or campus computers. The Agreement will commence as soon as possible and will continue for the period of one year. The cost for the one-year period will be \$399. Thereafter, should the College continue the Agreement, additional approval will be sought at that time. This item was approved by the President on April 19, 2010. Department—Library, Anne Cooper
  
67. Agreement with **Orange Blossom Catering** to continue to provide food and catering services for the St. Petersburg/Gibbs Campus, including the St. Petersburg Collegiate High School. The Agreement renewal will commence on July 1, 2010 and continue through June 30, 2011. Although the exact revenue associated with entering into this Agreement cannot be determined, Orange Blossom will pay the College 7 1/2% of food counter sales in excess of \$950 per day and 5% for catered sales on any order over \$100. This renewal represents the third of seven one-year renewal options under the original Agreement. Orange Blossom agrees to provide food and catering services in accordance with the terms and conditions of the original Agreement executed July 6, 2005 and any subsequent addendums/amendments thereto. This item was approved by the President on April 22, 2010. Department—Business Services/Auxiliary Services, Doug Duncan
  
68. Agreement with **Orange Blossom Catering** to provide catering services for the Family BBQ Quad event to be held at the St. Petersburg/Gibbs Campus on July 1, 2010. The cost to the College for this Agreement will be \$2,543.75. This item was approved by the President on April 22, 2010. Department—Student Life & Leadership, Karen Kaufman White
  
69. Agreement with **State of Oregon, Department of State Police (OSP)** whereby the College, in partnership with the Florida National Guard, will provide training of Surveillance Operations to OSP. The training will be presented through the College's Multijurisdictional Task Force Training Program (MCTFT). The training will be provided to OSP on September 13-17, 2010; however, the performance period of the Agreement will commence upon execution and continue through December 31, 2010. The cost to the

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

College to offer this course will be \$27,000; however, OSP has agreed to reimburse the College for expenses associated with offering such training in an amount not to exceed \$22,000. The additional \$5,000 will be absorbed from the current MCTFT budget. This item was approved by the President on May 19, 2010. Department—MCTFT **This item is grant funded.** JC Brock

70. Interinstitutional Articulation Agreement between **Pinellas County School Board** and the College. The Agreement defines the academic programs and activities that will benefit students of Pinellas County. The College will offer information on student progress and acceleration mechanisms to students in Pinellas County high schools to facilitate greater success in post secondary education. The School Board will market and encourage high school students regarding opportunities for dual enrollment, articulation, and accelerated college credit opportunities. The Agreement will commence as soon as possible and will ongoing; however, the Agreement must be reviewed and updated annually. This item was approved by the President on May 7, 2010. Department—Academic & Student Affairs, Anne Cooper
71. Agreement with **Pinellas Suncoast Transit Authority (PSTA)** to provide “Back Attack” advertising on the back of one PSTA bus that travels major routes on U.S. 19. The advertising will be for Baccalaureate programs. The Agreement period commenced April 1, 2010 and will continue through March 31, 2011 at a cost to the College of \$12,375. This item was approved by the President on April 12, 2010. Department—Baccalaureate Programs, Kay Burniston
72. Agreement with **Pinellas Suncoast Transit Authority (PSTA)** to advertise Baccalaureate Programs on the “Back Attack” of two PSTA buses that have major routes on U.S. 19. The Agreement will commence July 1, 2010 and continue through June 30, 2011. The cost to the College for this period will be \$24,750. This item was approved by the President on May 27, 2010. Department—Baccalaureate Programs, Kay Burniston
73. Agreement with **Pro Education Solutions, LLC** to continue to provide consulting services for Financial Assistance Services to assist in processing a large backlog of student files selected for federal verification. Without such assistance, students will not be awarded financial aid and may not be able to attend SPC. The renewal Agreement will commence as of July 27, 2010 and continue through July 26, 2011. The cost to the College anticipated under this Agreement for this period is \$55,500. This item was approved by the President on June 23, 2010. Department—Financial Assistance Services, Anne Cooper
74. Agreement with **Qualys, Inc.** to provide cyber security services to the College. Specifically, services will include external vulnerability scanning of approximately 400



## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

servers including use of Qualys' equipment and hosted service by Qualys. Pursuant to Board Rule 6Hx23-6.9012, the College is required to conduct such auditing and assessment of its critical systems every two years. This Agreement will provide for continuous scanning of critical systems in the College. The Agreement will be for the period of one year at a cost to the College of \$10,980. Thereafter, should the College desire to renew the Agreement, additional approval will be sought at that time. This item was approved by the President on June 23, 2010. Department—Network Administrative Support, Doug Duncan

75. Agreement with **Raritan Valley Community College** to allow students completing their general education and support courses at Raritan to articulate into the SPC Veterinary Technology Distance Program for the A.S. Degree. There is no cost to the College associated with entering into this Agreement. The Agreement will commence as soon as possible and will continue through June 30, 2013. This item was approved by the Cabinet on April 12, 2010. Department—Veterinary Technology, Phil Nicotera
76. Agreement with **Ricoh Americas Corp** to provide for the replacement of the current copier used in the Provost Office at the Seminole Campus. The Agreement will commence July 1, 2010 and continue through June 30, 2014. The cost to the College over the four-year period will be \$15,970 plus an estimated \$9,945 for copies. This item was approved by the President on June 3, 2010. Department—Provost, Jim Olliver
77. Affiliation Agreement with **Sacred Heart Health System, Inc.** to provide clinical experience for RN Refresher/Remediation/Return-to-Work students taking Continuing Education Health courses. The Agreement will commence as soon as possible and will be ongoing. There is no cost to the College. This item was approved by the President on April 30, 2010 and clarified June 29, 2010. Department—CE Health, Phil Nicotera
78. Agreement with **Sealund & Associates Corporation** to partner to offer various online *Financial Literacy* courses. The Agreement will commence as soon as possible and continue for the period of one year. The College anticipates a revenue of approximately \$5,000 for its services under the Agreement. The College will provide things such as marketing and website hosting of the course materials as well as the collection of registration fees from students. Sealund will provide access to marketing materials, course materials, training and any new course material updates. This item was approved by the President on April 20, 2010 and clarified June 3, 2010. Department—Criminal Justice In-Service, JC Brock
79. Agreement with **Smarthinking, Inc.** to continue to provide one-to-one online tutoring services to students enrolled in various courses for the period of May 21, 2010 through June 30, 2011. The cost to the College for an additional 3,000 hours of tutoring services will be

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

\$69,000 for this period. The Master agreement with Smarthinking is ongoing; however, individual Statement's of Work (SOWs) allow for the increase of tutoring service hours and extension of use timelines. The College has an existing SOW that will continue through January 31, 2011; however, should any tutoring hours remain unused, they will roll forward to this new SOW for use through the end of the new SOW period. This item was approved by the President on May 7, 2010. Department—Academic & Student Affairs, Anne Cooper

80. Agreement with **Sprint** to purchase two Network cards with overdrive 3G/4G shareable mobile hotspot for use by College recruiters that will allow them to work remotely during downtimes while at various conferences and college fairs. The cost to the College for the purchase will be \$199.98; the cost to provide monthly service for the devices will be \$59.99 per month or \$2,879.52 for a two-year period. Based on the foregoing, the total cost for this Agreement over the two years will be \$3,079.50. The Agreement will commence as soon as possible and continue for two years. This item was approved by the President on May 19, 2010. Department—Enrollment Management, Pat Rinard
81. Agreement with the **City of St. Petersburg** for the use of its Coliseum facilities for the Fall Faculty meeting to be held on August 19, 2010. The cost to the College for this Agreement is anticipated to be approximately \$2,675 plus costs for table linens/laundry; sound; and stagehands, if any. This item was approved by the President on June 23, 2010. Department—Institutional Advancement, Patty Jones
82. Interinstitutional Articulation Agreement with **St. Petersburg Catholic High School (SPCHS)** that will allow eligible SPCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2010 and will continue for the period of one year. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on June 23, 2010. Department—Dual Enrollment/Early College, Anne Cooper
83. Agreement with **A Sunset Entertainment** to provide DJ/Emcee services and a sound system for the Family BBQ Quad event to be held at the St. Petersburg/Gibbs Campus on July 1, 2010. The cost to the College for this Agreement will be \$225. This item was approved by the President on April 22, 2010. Department—Student Life & Leadership, Karen Kaufman White
84. Agreement of Cooperation with **City of Symi, Greece** to promote the exchange of experiences and staff in the fields of education, science, culture and other areas in which both parties are involved. There is no cost to the College associated with entering into this

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Cooperation Agreement. The Agreement will commence upon execution and continue for the period of one year. Thereafter, the Agreement may be renewed for one-year periods if mutually agreed by the parties. This item was approved by the President on June 3, 2010. Department—International Programs, Karen Kaufman White

85. Agreement with the **Tampa Bay Area Regional Career Pathways Consortium** (Consortiums from Hernando, Hillsborough, Manatee, Pasco, Pinellas, Polk and Sarasota counties) to allow students in these counties to cross county lines and receive credit based on each consortia's requirements. Specifically, graduating students who have completed courses from a consortium high school or adult technical education center can receive credit at a consortium member's postsecondary institution(s) and be awarded the appropriate number of credits noted in the local agreement provided the student meets the receiving institution's entrance and program requirements. SPC's role associated with this Agreement will be to accept eligible students for articulation and award credit based on SPC's articulation agreements with the Pinellas County Consortium. The Agreement will commence July 1, 2010 and continue through June 30, 2014. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on May 12, 2010. Department—Academic & Student Affairs, Anne Cooper
86. Agreement with **Taylor Publishing Company** for the publication and purchase of the Yearbook for the St. Petersburg Collegiate High School for the 2010-11 school year. The Agreement will commence as soon as possible and continue through May 2011. The cost to the College for this Agreement will not exceed \$4,500. This item was approved by the President on May 24, 2010. Department—St. Petersburg Collegiate High School, Starla Metz
87. Agreement with **TW Telecom Holdings, Inc.** to provide network connectivity for Midtown. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this period will be \$19,826.28. This item was approved by the President on May 24, 2010. Department—Information Systems, Doug Duncan
88. Agreement with **TW Telecom Holdings, Inc.** to provide telephone/voice/data connectivity from DO to the Fire/EMS facility. The Agreement is for a 36-month period from the date of equipment installation. The cost to the College for the three-year period will be \$11,781. This item was approved by the President on May 27, 2010. Department—Unallocated Communications Expense, Doug Duncan
89. Agreement with the **University of Florida, College of Veterinary Medicine (UF)** for UF to provide instructor for a class on "Large Animal Technical Rescue." The Agreement will

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

commence as soon as possible and will continue through the completion of the training course. The date of the course is yet to be determined. The cost to the College for this Agreement will be \$600. This item was approved by the President on June 3, 2010. Department—Fire Academy In-Service, JC Brock

90. Affiliation Agreement with the **University of Oklahoma**, College of Medicine to provide clinical experience to students enrolled in SPC's Orthotics & Prosthetics Program. The Agreement will commence on July 1, 2010 and continue for the period of one year. There is no cost to the College. This item was approved by the President on June 29, 2010. Department—Orthotics & Prosthetics, Phil Nicotera
91. Agreement with the **University of South Florida** that will allow up to 35 students/leaders to participate in the Riverfront Park Ropes Course to be held on June 18, 2010. The cost to the College for this Agreement will be \$1,050. This item was approved by the President on April 30, 2010. Department—Student Activities, Karen Kaufman White
92. Agreement with the **University of South Florida** that will allow up to 35 students/leaders to participate in the Riverfront Park Ropes Course to be held on June 25, 2010. The cost to the College for this Agreement will be \$1,050. This item was approved by the President on June 3, 2010. Department—Site Allocation/St. Petersburg/Gibbs, Karen Kaufman White
93. Agreement with the **University of South Florida** that will allow up to 20 students/leaders to participate in the Low and High Ropes Course to be held on June 25, 2010. The cost to the College for this Agreement will be \$600. This item was approved by the President on June 23, 2010. Department—Summer of Success, Karen Kaufman White
94. Agreement with the **University of Tennessee, College of Veterinary Medicine** that will allow SPC Vet Tech students to work at the University of Tennessee, College of Veterinary Medicine as part of their requirements for distance Vet Tech courses. There is no cost to the College. The Agreement will commence as soon as possible and will continue for the period of one year. This item was approved by the President on May 19, 2010 and clarified on June 3, 2010. Department—Dean, School of Veterinary Technology, Phil Nicotera
95. Agreement with the **Vermont Student Assistance Corporation (VSAC)** that will allow the College to access the VSAC online system and provide enrollment verification information of students from VT receiving grants through VSAC. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College associated with entering into this Agreement. This item was approved by the President on May 12, 2010. Department—Financial Assistance Services, Michael Bennett/Tonjua Williams

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

96. Agreement with **Village Green Global, Inc. d/b/a Village Green** to partner with the College to offer Village Green classes through Corporate Training Services. The Agreement will commence as soon as possible and continue for the period of three years. The costs associated with this Agreement will be offset by student fees. After expenses (estimated to be \$10,000), the College expects to receive an annual net revenue of approximately \$10,000. This item was approved by the President on May 19, 2010. Department—Corporate Training, Stan Vittetoe
97. Agreement with **Voc Technology, LLC** to partner with the College to offer Voc Technology classes through Corporate Training Services. The Agreement will commence as soon as possible and continue for the period of three years. The costs associated with this Agreement will be offset by student fees. After expenses (estimated to be \$10,500), the College expects to receive an annual net revenue of approximately \$4,500. This item was approved by the President on May 19, 2010. Department—Corporate Training, Stan Vittetoe
98. Agreement with **Vocus, Inc.** to continue to provide news monitoring, media list services and social media monitoring for the period commencing August 1, 2010 and continuing through July 31, 2013. The annual cost to the College will be \$12,465 for a total three-year cost to the College of \$37,395. The College was able to negotiate the same price as last year and can maintain this annual cost by entering into a three-year agreement. The current agreement expires July 31, 2010. This item was approved by the President on April 28, 2010 and clarified on June 23, 2010. Department—Institutional Advancement, Mike O’Keeffe
99. Agreement with **Xerox Corporation** to provide maintenance on the printer used in Word Processing at the Clearwater Campus. The cost to the College for this Agreement will be \$998.10. The Agreement will commence July 1, 2010 and continue through June 30, 2011. This item was approved by the President on April 19, 2010. Department—Word Processing, Stan Vittetoe

**Section B:** Confirmation/approval is sought with respect to the following transactions which are related to contracts and/or items which were previously approved, but have been amended, modified and/or extended.

100. Music Licensing Agreement approved May 31, 2007 with **Broadcast Music, Inc.** for the period commencing July 1, 2007 through June 20, 2012 at an anticipated annual cost to the College of \$5,100. **This item is to advise that the initial term of the Agreement is through June 30, 2010 and that the Agreement then automatically renews for one-**

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

**year periods unless terminated by either party with 30 days notice.** Since the costs associated with this Agreement change based on enrollment, the Agreement will be brought back each year for additional expenditure approval should the College decide to continue the Agreement. **This item is also to advise that for the period commencing July 1, 2010 and continuing through June 30, 2011, the costs are estimated to be \$6,300.** This item was approved by the President on April 28, 2010. Department—Student Activities Royalties, Doug Duncan

101. Agreement approved February 25, 2010 with **George Washington University (GWU)** to provide use of dormitory space for study abroad students in the American Dream Program. **This item is to decrease the number of participants and reflect updated costs associated with the Agreement.** Students will pay costs for dorm accommodations through SPC (anticipated to be a total of \$4,546.88 for 13 participants staying for 9 nights) and SPC will then pay GWU. **The College will cover the costs for 3 employees which is anticipated to be approximately \$1,760.33.** The Agreement covers the period from July 8, 2010 through July 17, 2010. This item was approved by the President on May 27, 2010. Department—International Programs, Karen Kaufman White
102. Agreement approved July 24, 2009 and January 25, 2010 with **Pro Education Solutions, LLC** to provide consulting services for Financial Assistance Services to assist in processing a large backlog of student files selected for federal verification. Without such assistance, students will not be awarded financial aid and may not be able to attend SPC. The Agreement commenced as of July 27, 2009 and continues through July 26, 2010. **This item is to seek additional expenditure approval under this Agreement.** The expenditure amount anticipated and previously approved was \$47,500; however, due to the large volume of verification services needed through the end of the Agreement period, **approval is requested for an additional expenditure amount not to exceed \$27,000** for a total contract amount not to exceed \$74,500. This item was approved by the President on April 19, 2010. Department—Financial Assistance Services, Anne Cooper
103. Agreement approved August 7, 2009 with **Mr. Gerald John Stanaszak** to provide professional subject matter expertise; support for curriculum and textbook development; new course development; attendance at semi-annual meetings and instructional services to be rendered to SPC's Center for Public Safety Innovation (CPSI) and/or the Multijurisdictional Counterdrug Task Force Training (MCTFT) Program, on various topics. Classes are offered and presented to law enforcement agencies throughout the United States, Puerto Rico and the Virgin Islands on various dates and times. The Agreement is for the period commencing October 1, 2009 and will continue through September 30, 2010. Mr. Stanaszak is paid upon completion of each course. **This item is to increase the cost to the College under this Agreement.** Initially it was anticipated that the cost to the College

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

for this period would be up to \$64,000; however, due to increased demand for course offerings, **approval is sought for an additional \$32,000 for this Agreement.** Based on the foregoing, the total costs to the College under this Agreement will not exceed \$96,000. The cost of services will be paid for from CPSI and/or MCTFT Program funding. This item was approved by the President on April 5, 2010. **This item is grant funded.**  
Departments—CPSI and/or MCTFT, JC Brock

104. Agreement approved August 27, 2009 with **Sun Print Management (SPM)** whereby the College implemented a pilot print management program through SPM. Under the terms of the Agreement, SPM provides onsite service (including parts and labor); maintenance kits; printer help desk service; and all consumables and toner (excluding paper and staples) for most of the College's black and white printers. The College is charged .009 per page for SPC owned printers and .01 per page for any SPM owned printers (which may be supplied by SPM). The Agreement is on a month-to-month term. The pilot period covered printers

104. **Sun Print Management (Continued)**

used at DO, EPI Services and EPI Tech locations and the anticipated cost was to be \$4,000. The actual cost for the pilot period was much less than anticipated due to some credits received from SPM. **This item is to advise that the College desires to expand this program college-wide. Approval is sought to expend the remaining funds approved initially as well as up to an additional \$50,000 for this service.** Since this Agreement is on a month-to-month basis, should the College wish to continue SPM's services beyond the expenditure approval, additional approval will be sought at that time. This item was approved by the President on June 3, 2010. Department—Collegewide Budgeted Revenue, Doug Duncan

105. Agreement approved January 18, 2008 and February 1, 2008 with **TSA Consulting Group, Inc.** to provide compliance administration services to the College for the College's voluntary retirement programs [403(b) and 457(b)]. The Agreement, which commenced January 1, 2008 and is ongoing, was previously approved at a cost to the College of approximately \$17,000 per year. **This item is to modify the costs associated with the Agreement and extend the expenditure approval through June 30, 2012. The cost to the College for this Agreement will not exceed \$1,000 per month or \$12,000 per year.** If the agreement is continued beyond June 30, 2012 additional approval will be sought. This item was approved by the President on May 7, 2010. Department—Human Resources, Patty Jones

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**Section C:** Confirmation/approval is sought with respect to the following transactions which are related to contracts and/or items which were previously approved, but need additional clarification.

106. Agreement approved February 12, 2010 with **Certified Financial Planner, Board of Standards, Inc.** (CFP) to use CFP marks in connection with the promotion and delivery of educational CFP courses. There is no cost to the College associated with entering into this Agreement. **This item is to clarify that the period of the Agreement will be for the period of 18 months rather than as previously advised.** The Agreement will commence September 1, 2010 and continue through February 29, 2012. All other terms will remain as previously advised. This item was approved by the President on April 28, 2010. Department—Corporate Training, Stan Vittetoe
  
107. Affiliation Agreement approved January 25, 2010 with **South University** (SU) that will allow SU graduate students to precept with SPC Nursing faculty to prepare them for Nursing faculty roles. Graduate students from SU will obtain observation and Nursing practice experience in the teaching/learning environment, including classroom and clinical experiences. There is no cost to the College associated with entering into this Agreement. **This item is to clarify that the term of the Agreement will be ongoing, rather than one year as previously advised.** This item was approved by the President on June 29, 2010. Department—College of Nursing, Phil Nicotera

**Section D:** Confirmation/approval is sought with respect to the following transactions which are related to contracts and/or items which were previously approved, but have been canceled or the Request for Contract withdrawn.

108. Agreement approved June 3, 2010 with **Dell Financial Services, LP** to lease 30 computers to be used at the Tarpon Springs Campus for a period of 49 months. The cost to the College for this lease was expected to be \$36,453.68 plus shipping and handling, if any. Additionally, should the College opt to purchase the equipment at the end of the lease term, the purchase option price would have been an additional \$1,395.52. **This item is to advise that these computers were ordered under another approval/Purchase Order; therefore, this Request for Contract is being withdrawn.** This item was approved by the President on June 24, 2010. Department—Business Technologies, Conferlete Carney
  
109. Agreement approved March 15, 2010 with **Elsevier Review & Testing** to provide the services of Dr. Mary Yoho to present a faculty workshop entitled *Critical Thinking & Test Item Writing* on April 26, 2010 at a cost to the College not to exceed \$3,000. **This item is to advise that due to illness of the presenter, the contract was canceled.** This item was



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

approved by the President on April 22, 2010. Department—College of Nursing, Phil Nicotera

110. Affiliation Agreement approved December 17, 2009 with **Ft. Walton Beach Medical Center** to continue to provide clinical experience to Nurse Refresher/Remediation/Return to work students taking Continuing Education Health courses. **This item is to advise that the Agreement was not entered into; therefore, the Request for Contract is being withdrawn.** This item was approved by the President on June 24, 2010. Department—CE Health, Phil Nicotera
111. Software Maintenance and Support Agreement approved April 12, 2010 with **Imagenow Perceptive Software, Inc.** to provide annual maintenance and support associated with three *CaptureNow for Adrenaline* software licenses at a cost to the College of \$897. **This item is to advise that the annual cost for maintenance and support associated with these licenses is being paid through the Purchase Order process. Therefore, the Request for Contract is being withdrawn.** This item was approved by the President on April 22, 2010. Department—Electronic Document Management, Pat Rinard
112. Agreement of Cooperation approved June 9, 2009 with **Mariano Galvez University (Universidad Mariano Galvez de Guatemala)** to promote the exchange of experiences and staff in the fields of education, science, culture and other areas in which both parties are involved. **This item is to advise that the Agreement was not entered into; therefore, the Request for Contract is being withdrawn.** This item was approved by the President on May 7, 2010. Department—International Programs, Karen Kaufman White
113. Agreement with **Orlando Prosthetics Laboratory, Inc.** to provide clinical experience to students enrolled in the Orthotics & Prosthetics Program at no cost to the College. **This item is to advise that the Agreement was not entered into; therefore, the Request for Contract is being withdrawn.** This item was approved by the President on May 19, 2010. Department—Orthotics & Prosthetics, Phil Nicotera
114. Agreement approved February 25, 2010 with **Santa Fe College (SFC)** to assist SFC Veterinary Technology students in transferring to SPC to obtain an Associate in Science degree in Veterinary Technology. **This item is to advise that the Agreement was not entered into; therefore, the Request for Contract is being withdrawn.** This item was approved by the President on June 24, 2010. Department—Veterinary Technology, Phil Nicotera

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

115. Training Vendor Application approved April 19, 2010 with the **Suncoast Workforce Board** that would allow students from Sarasota to take courses at the College. Funding for eligible students to take such courses would come from Workforce Investment Act funds. The application would cover the period commencing August 2010 through August 2011. There was no cost to the College associated with completing this Application. **This item is to advise that the Agreement was not entered into; therefore, the Request for Contract is being withdrawn.** This item was approved by the President on June 3, 2010. Department—Provost, HEC, Phil Nicotera

Pamela Smith, Legal Services Coordinator, compiled this Quarterly Informational Report on contract items not exceeding \$250,000.

ps0702101

Board Meeting Relating to  
Agenda Item VII-B.2  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Agreement with WorkNet Pinellas, Inc.**

**Approval is sought to enter into an agreement with WorkNet Pinellas, Inc. whereby WorkNet will provide funding for certain training of eligible individuals under Title I of the Workforce Investment Act (WIA) and other special project training funds to St. Petersburg College as the Training Agent for payment of tuition, fees, materials, and supplies, etc.**

Under the terms of the agreement, SPC will provide training to those eligible individuals sent to SPC by WorkNet staff working in the One Stop Centers for WorkNet Pinellas in Pinellas County. During fiscal Year 2009-2010, WorkNet paid SPC approximately \$202,000 for these training services. It is anticipated that revenue for training services to be provided during fiscal Year 2010-2011 will be approximately \$250,000.

This agreement will go into effect upon signing by both parties and will remain in effect until June 30, 2011, based on renewal conditions and/or unless cancelled by either party.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

William D. Law, Jr., President; Stan Vittetoe, Vice President, Workforce & Continuing Education; and Anne Cooper, Senior Vice President, Academic & Student Affairs, recommend approval.

sov0702102

Board Material Relating to  
Agenda Item VII-B.3  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Agreement between SPC and Harris Connect, LLC—  
Collaboration between Direct Support Organizations  
SPC Alumni Association, Inc. and SPC Foundation, Inc.**

**Approval is sought to enter into an Agreement with Harris Connect, LLC to provide an online e-community for SPC alumni, friends and donors.** This community will serve as a place for networking, receiving news and updates, and participation in fundraising opportunities. Harris Connect will develop, design and oversee the function of the e-community. It is anticipated that the Agreement will commence as soon as possible and will continue for the period of three years. The cost to the College for the Agreement will be \$24,000 over the three-year period (\$9,000 for the first year and \$7,500 in years two and three.)

Additionally, in accordance with Florida Statute 1004.70, the Board of Trustees must approve all transactions or agreements between one direct support organization and other direct support organizations. **Approval is therefore sought for the SPC Alumni Association, Inc. and the SPC Foundation, Inc., both direct support organizations of St. Petersburg College, to collaborate for improved communication and fundraising opportunities with alumni, donors and friends of St. Petersburg College.** The foregoing collaboration has been approved by the respective boards of the SPC Foundation, Inc. and SPC Alumni Association, Inc. The Agreement between the College and Harris Connect, LLC will assist the Foundation and Alumni Association with this initiative.

William D. Law, Jr., President; and Paul Hanna, Executive Director of the SPC Foundation, Inc. and the SPC Alumni Association, Inc., recommend approval.

ck0702102

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Board Material Relating to  
Agenda Item VII-C.1a  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Florida Department of Education—Carl D. Perkins  
Vocational and Technical Education Act**

**Confirmation is sought for a grant proposal, submitted subject to Board of Trustees' approval, to the Florida Department of Education, to receive Carl D. Perkins Vocational and Technical Education Act funds to continue Postsecondary Vocational programs. Authorization is also sought to enter into any necessary agreement(s) and to accept funding, if awarded.** The grant application is the third year of a five-year application, renewable July 1 of each year. This funding period will be from July 1, 2010 through June 30, 2011. See attached Information Summary for additional information.

Carl D. Perkins Vocational and Technical Education Act funds are provided to the College on a formula-driven basis. The College will apply for grants in one category: requesting \$1,170,974 for Postsecondary Vocational (PSV) Programs. The total Perkins funding for these programs is anticipated to be \$1,170,974.

The funding for the PSV programs allows the College to provide services to students enrolled in Associate in Science and Associate in Applied Science degrees, Applied Technology Diploma and Certificate programs. The funding requested could change when final allocations are awarded by the state. The number of economically disadvantaged students enrolled in AS degree and Certificate programs also determines the allocation.

More specifically, the College will use grant funds to provide:

1. Services to assist special population students in identifying, enrolling and succeeding in the College's A.S. degree and Certificate programs. Special population students include students with disabilities, students who are educationally and economically disadvantaged, single parents, displaced homemakers, single pregnant women, LEP and individuals enrolled in training non traditional to their gender;
2. Coordinate with Pinellas County Schools to develop a continuous, articulated program of studies from secondary to postsecondary education including transfer to a

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

four-year university; and convert Programs of Study to the state mandated template; and

3. Staff development activities relating to improvement of A.S. degree and Certificate programs, integrating academic and technical education, articulation of technical programs between the Pinellas County Schools and SPC, and improvement of services to special population students and gender equity.

William D. Law, Jr., President; Stan Vittetoe, Vice President for Workforce & Continuing Education; and Ms. Amy Brush, Career Pathway/Workforce Coordinator, recommend approval.

Attachment

sov0702102

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

<b>Date of BOT Meeting:</b>	July 22, 2010
<b>Funding Agency or Organization:</b>	Florida Department of Education
<b>Name of Competition/Project:</b>	Carl D. Perkins
<b>SPC Application or Sub-Contract:</b>	Direct applicant
<b>Grant/Contract Time Period:</b>	Start: 7/1/10                      End: 6/30/11
<b>Cabinet Member:</b>	Stan Vittetoe
<b>Manager:</b>	Amy Brush

**FOCUS OF PROPOSAL:** Under Carl D. Perkins funding, the College applies for funding from the Postsecondary Vocational Programs. This provides funding for services to assist special populations enroll in and/or complete A.S. degree and Certificate programs, enhance A.S. degree and Certificate programs, provide for SPC faculty to participate in a business/industry experiential program as well as training programs related to improving A.S. degree and Certificate programs, and integrating academic and vocational education and cooperating with Pinellas County Schools to develop strategies for a seamless continuum of services and education from secondary through postsecondary education.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**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.)

**Postsecondary Vocational—(Carl D. Perkins Basic Grant)**

Personnel (Salary & Benefits)	\$1,056,633
Travel	\$ 10,100
Freight & Postage	\$ 3,000
Printing & Duplicating	\$ 7,000
Repairs & Maintenance	\$ 2,000
Other Services	\$ 8,000
Professional Fees	\$ 21,000
Materials & Supplies	\$ 28,031
Data Software	\$ 8,000
Other Materials	\$ 6,500
Indirect Costs	\$ 11,710
Other Expenses	\$ 800
Minor Equipment	\$ 1,973
Furniture & Equipment	\$ 6,227
<b>Total Funding Request</b>	<b>\$1,170,974</b>

**FUNDING:**

<i>Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)</i>	\$1,170,974
<i>Total amount from funder:</i>	\$1,170,974
<i>Required match or cost sharing:</i>	No
<i>Voluntary match or cost sharing:</i>	No
<i>Source of match/cost sharing:</i>	N/A

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

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

<i>Negotiated indirect cost</i>	1% (For Postsecondary Vocational Programs)
<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>	For registration and retention of students with special needs
<i>Other</i>	N/A

**COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED:**

<i>College Goal:</i>	I. Expand student access to baccalaureate programs, bachelor's degrees, graduate degrees, and careers; as well as prepare lower division students for successful transfer into baccalaureate programs through the associate in arts and articulated associate in science degree programs;
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Board Material Relating to  
Agenda Item VII-C.1b  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**U.S. Department of the Navy, SRI International—  
Integrated Command and Control Alerting Tool Suite (ICATS) Training**

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**Confirmation is sought for a competitive proposal that was submitted, subject to Board of Trustees' approval, to enter into a subcontract with SRI International whereby the College's National Terrorism Preparedness Institute will develop and deliver training for the ICATS Program.** The ICATS Program is part of SRI's mandate from the U.S. Department of the Navy, through its SPAWAR System Center, New Orleans, to develop a comprehensive Marine Integrated Command and Control Alerting Tool Suite (MICATS) system. The MICATS system is a subordinate element of ICATS, representing maritime specific and unique training capabilities. If awarded, this subcontract would continue the longstanding relationship between SRI and SPC to develop, support and provide Maritime Domain Awareness and Port Security training in the Tampa Bay Region. **Permission is also sought to accept funding for this proposal and enter into any necessary agreements, if awarded.**

Funds from this subcontract shall be used to design and develop a Navy Emergency Preparedness Liaison Officer (NEPLO) training course and an Emergency Response & Recovery for Special Populations training guide. The NEPLO training will include instructional and supporting video products suitable for use by instructors in both the classroom and hands-on training environments with video support. The Special Populations training guide will be geared toward first responders, including those within the Maritime Domain Awareness community, who face difficult challenges when assisting special needs populations during the response and recovery phases of emergency events.

The period of performance will commence approximately October 1, 2010 and end September 30, 2011. The anticipated revenue to the College for its services under the subcontract will be a total of \$1.4 million. See attached Information Summary for additional information.

William D. Law, Jr., President; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

e10702102

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

**Date of BOT Meeting:**

July 22, 2010



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**Funding Agency or Organization:** SRI International (through funding SRI received from the U.S. Department of the Navy)

**Name of Competition:** Integrated Command and Control Alerting Tool Suite (ICATS) Training and Support

**SPC Application or Subcontract:** Subcontract

**Grant's Time Period (estimated)** **Start:** October 1, 2010 **End:** September 30, 2011

**Cabinet Member:** James C. Brock

**Manager:** Eileen LaHaie

**FOCUS OF PROPOSAL:**

St. Petersburg College's Center for Public Safety Innovation, National Terrorism Preparedness Institute submitted a proposal to SRI International to design and develop a Navy Emergency Preparedness Liaison Officer (NEPLO) training course and an Emergency Response and Recovery for Special Populations training guide. SRI has been awarded funding from SPAWAR System Center, New Orleans (U.S. Department of the Navy) to develop a comprehensive Marine Integrated Command and Control Alerting Tool Suite (MICATS) system (as a subordinate element of ICATS) representing maritime specific and unique training capabilities. This is a continuation of the longstanding relationship between SRI and SPC to develop, support and provide Maritime Domain Awareness and Port Security training in the Tampa Bay Region.

**BUDGET FOR PROPOSAL:**

Personnel & Benefits	\$ 901,139
Travel	\$ 30,000
Consultants	\$ 55,000
Direct Costs	\$ 80,563
Indirect Cost Recovery	<u>\$ 333,298</u>
<b>Total Budget</b>	<b>\$1,400,000</b>

**FUNDING:**

*Total proposal budget:*

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

<i>(includes amount requested from funder, cash and in-kind matches listed below)</i>	\$1.4 million
<i>Total amount from funder:</i>	\$1.4 million
<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>	50.3% of salaries (\$333,298)
<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>	F. Strengthen the College's identity as a vital resource to the local community, nationally and globally.
<i>Institutional Initiative(s):</i>	1. Expand marketing of programs and activities to the community...as well

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

as other academic credit and noncredit programs.

Board Material Relating to  
Agenda Item VII-C.1c  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**U.S. Department of Homeland Security  
Homeland Security National Training Program—Live Response**

**Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Center for Public Safety Innovation, to the Department of Homeland Security, to develop and deliver four *Live Response* television programs designed to highlight and promote a National Training and Education Division (NTED) training objective. Authorization is sought to enter into any necessary contractual agreement(s) and to accept funding for this grant, if awarded.**

Funds from this grant shall be used to develop, produce and broadcast four *Live Response* programs. Each program will be formatted as a live-to-tape studio presentation, using a virtual set and featuring one or more guests representing the topic. Discussion will be led by long-time program host, Al Ruechel, a Tampa Bay area news anchor. Videotaped footage shot on location, including interviews with key individuals, will be used throughout the production.

The period of performance will commence approximately October 1, 2010 and end March 31, 2011. Anticipated revenue to the College will be a total of \$500,000. See attached Information Summary for additional information.

William D. Law, Jr., President; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

e10702102

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

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

**Date of BOT Meeting:** July 22, 2010

**Funding Agency or Organization:** U.S. Department of Homeland Security

**Name of Competition:** Homeland Security National Training Program—Live Response

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

**Grant's Time Period (estimated)** **Start:** October 1, 2010 **End:** March 31, 2011

**Cabinet Member:** James C. Brock

**Manager:** Eileen LaHaie

**FOCUS OF PROPOSAL:**

St. Petersburg College's Center for Public Safety Innovation submitted a proposal to the U.S. Department of Homeland Security to develop, produce and broadcast four *Live Response* television programs designed to highlight and promote a National Training and Education Division (NTED) training objective. Funds from this grant shall be used to develop, produce and broadcast four *Live Response* programs. Each program will be formatted as a live-to-tape studio presentation, using a virtual set and featuring one or more guests representing the topic. Discussion will be led by long-time program host, Al Ruechel, a Tampa Bay area news anchor. Videotaped footage shot on location, including interviews with key individuals will be used throughout the production.

**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	\$ 220,943
Benefits	\$ 79,539
Travel	\$ 15,027
Supplies	\$ 4,657
Consultants	\$ 63,000

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Other	\$ 5,700
Indirect	<u>\$ 111,134</u>
<b>Total Budget</b>	<b>\$500,000</b>

**FUNDING:**

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

\$500,000

*Total amount from funder:*

\$500,000

*Amount/value of match:*

Cash: N/A

In-kind: N/A

*Required match or cost sharing:*

No X Yes

*Voluntary match or cost sharing:*

No X Yes

*Source of match/cost sharing:*

N/A

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

*Negotiated indirect cost*

N/A

*(Fixed) administrative fee*

50.3% of Salaries = \$111,134

*Software/materials*

N/A

*Equipment*

N/A

*Services*

Public safety issue

*Staff Training*

N/A

*FTE*

N/A

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

*Other*

N/A

**COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED:**

*College Goal:*

F. Strengthen the College's identity as a vital resource to the local community, nationally and globally.

*Institutional Initiative(s):*

1. Expand marketing of programs and activities to the community...as well as other academic credit and noncredit programs.

Board Material Relating to  
Agenda Item VII-C.1d  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**U.S. Department of Justice, Bureau of Justice Assistance  
National Initiatives: Enhancing Law Enforcement and Crime Prevention  
National Officer Safety Training and Technical Assistance Program**

**Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Center for Public Safety Innovation, to the U.S. Department of Justice, Bureau of Justice Assistance, to coordinate the development and implementation of a national Officer Safety Training and Technical Assistance Center (OSTTAC). The Center will consist of a multi-faceted approach to provide training, information and resources regarding the rising incidents of job-related law enforcement officer injuries and deaths. Authorization is sought to enter into any necessary contractual agreement(s) and to accept funding for this grant, if awarded.**

Funds from this grant will be used to provide logistical, coordination, and implementation support for the development of best practices involving officer safety issues, focusing on specific activities that can be implemented to dramatically reduce the risk of law enforcement officer injury or death.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

The period of performance will commence approximately October 1, 2010 and end September 30, 2011. The anticipated revenue to the College will be a total of \$798,274. See attached Information Summary for additional information.

William D. Law, Jr., President; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

e10702102

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

<b>Date of BOT Meeting:</b>	July 22, 2010
<b>Funding Agency or Organization:</b>	U.S. Department of Justice, Bureau of Justice Assistance
<b>Name of Competition:</b>	Enhancing Law Enforcement and Crime Prevention
<b>SPC Application or Sub-Contract:</b>	SPC Application
<b>Grant's Time Period (estimated)</b>	<b>Start:</b> October 1, 2010 <b>End:</b> September 30, 2011
<b>Cabinet Member:</b>	James C. Brock
<b>Manager:</b>	Eileen LaHaie

**FOCUS OF PROPOSAL:**

St. Petersburg College's Center for Public Safety Innovation submitted a proposal to the U.S. Department of Justice, Bureau of Justice Assistance to coordinate the development and implementation of a national Officer Safety Training and Technical Assistance Center (OSTTAC). Funds from this grant shall be used to provide logistical, coordination, and implementation support for the development of best practices involving officer safety issues, focusing on specific activities that can be implemented to dramatically reduce the risk of law enforcement officer injury or death.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**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	\$ 189,500
Benefits	\$ 68,220
Travel	\$ 68,828
Supplies	\$ 6,700
Consultants	\$ 318,825
Other	\$ 50,882
Indirect	<u>\$ 95,319</u>
<b>Total Budget</b>	<b>\$798,274</b>

**FUNDING:**

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

\$798,274

*Total amount from funder:*

\$798,274

Amount/value of match:

Cash: N/A

In-kind: N/A

*Required match or cost sharing:*

No X Yes

*Voluntary match or cost sharing:*

No X Yes

*Source of match/cost sharing:*

N/A

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

*Negotiated indirect cost*

N/A

*(Fixed) administrative fee*

50.3% of Salaries = \$95,319

*Software/materials*

N/A

*Equipment*

N/A



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

<i>Services</i>	Public safety issue
<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>	F. Strengthen the College's identity as a vital resource to the local community, nationally and globally.
<i>Institutional Initiative(s):</i>	1. Expand marketing of programs and activities to the community...as well as other academic credit and noncredit programs.

Board Material Relating to  
Agenda Item VII-C.1e  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**U.S. Department of Justice, Bureau of Justice Assistance  
National Initiatives: Justice System Response to Special Populations  
Law Enforcement Response to Individuals with Mental Illness**

**Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Center for Public Safety Innovation, to the U.S. Department of Justice, Bureau of Justice Assistance to design and develop a curriculum covering the core elements of a training program for specialized law enforcement responses to individuals with mental illness. Authorization is sought to enter into any necessary contractual agreement(s) and to accept funding for this grant, if awarded.**

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Funds from this grant shall be used to design and develop curriculum, provide training and technical assistance, and design a webpage including webinars.

The period of performance will commence approximately October 1, 2010 and end March 31, 2012. The anticipated revenue to the College will be a total of \$399,876. See attached Information Summary for additional information.

William D. Law, Jr., President; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

e10702102

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

<b>Date of BOT Meeting:</b>	July 22, 2010
<b>Funding Agency or Organization:</b>	U.S. Department of Justice, Bureau of Justice Assistance
<b>Name of Competition:</b>	Law Enforcement Response to Individuals with Mental Illness
<b>SPC Application or Sub-Contract:</b>	SPC Application
<b>Grant's Time Period (estimated)</b>	<b>Start:</b> October 1, 2010 <b>End:</b> March 31, 2012
<b>Cabinet Member:</b>	James C. Brock
<b>Manager:</b>	Eileen LaHaie

**FOCUS OF PROPOSAL:**

St. Petersburg College's Center for Public Safety Innovation submitted a proposal to the U.S. Department of Justice, Bureau of Justice Assistance to design and develop a curriculum covering the core elements of a training program for specialized law enforcement responses to individuals with mental illness. Funds from this grant shall be used to design, develop and deliver curriculum, develop and host a webpage, including webinars, and provide technical assistance.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**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	\$ 154,800
Benefits	\$ 55,728
Travel	\$ 12,806
Supplies	\$ 8,700
Consultants	\$ 89,096
Other	\$ 882
Indirect	<u>\$ 77,864</u>

**Total Budget** **\$399,876**

**FUNDING:**

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

\$399,876

*Total amount from funder:*

\$399,876

*Amount/value of match:*

Cash: N/A  
In-kind: N/A

*Required match or cost sharing:*

No X Yes

*Voluntary match or cost sharing:*

No X Yes

*Source of match/cost sharing:*

N/A

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

*Negotiated indirect cost*

N/A

*(Fixed) administrative fee*

50.3% of Salaries = \$77,864

*Software/materials*

N/A

*Equipment*

N/A

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

<i>Services</i>	Public safety issue
<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>	F. Strengthen the College's identity as a vital resource to the local community, nationally and globally.
<i>Institutional Initiative(s):</i>	1. Expand marketing of programs and activities to the community...as well as other academic credit and noncredit programs.

Board Material Relating to  
Agenda Item VII-C.1f  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**U.S. Department of Justice, Bureau of Justice Assistance  
Pharmaceutical Crime Investigation and Prosecution Training Program**

**Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Center for Public Safety Innovation, to the U.S. Department of Justice, Bureau of Justice Assistance to design, develop and implement a national training program supporting the implementation of effective investigative and prosecutorial techniques for cases related to prescription drug diversion. Authorization is sought to enter into any necessary contractual agreement(s) and to accept funding for this grant, if awarded.**

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Funds from this grant will be used to design and develop curriculum; produce a Training Support Package on Pharmaceutical Crime Investigation and Prosecution; develop and host a website, including podcasts and webinars; and provide technical assistance.

The period of performance will commence approximately October 1, 2010 and end March 31, 2012. The anticipated revenue to the College will be a total of \$991,013. See attached Information Summary for additional information.

William D. Law, Jr., President; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

e10702102

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

<b>Date of BOT Meeting:</b>	July 22, 2010
<b>Funding Agency or Organization:</b>	U.S. Department of Justice, Bureau of Justice Assistance
<b>Name of Competition:</b>	Pharmaceutical Crime Investigation and Prosecution Training Program
<b>SPC Application or Sub-Contract:</b>	SPC Application
<b>Grant's Time Period</b> (estimated)	<b>Start:</b> October 1, 2010 <b>End:</b> March 31, 2012
<b>Cabinet Member:</b>	James C. Brock
<b>Manager:</b>	Eileen LaHaie

**FOCUS OF PROPOSAL:**

St. Petersburg College's Center for Public Safety Innovation submitted a proposal to the U.S. Department of Justice, Bureau of Justice Assistance to design, develop and implement a national training program supporting the implementation of effective investigative and prosecutorial techniques for cases related to prescription drug diversion. Funds from this grant will be used to

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

design and develop curriculum; produce a Training Support Package on Pharmaceutical Crime Investigation and Prosecution; develop and host a website, including podcasts and webinars; and provide technical assistance.

**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	\$ 389,700
Benefits	\$ 140,292
Travel	\$ 21,056
Supplies	\$ 42,700
Consultants	\$ 85,364
Other	\$ 115,882
Indirect	<u>\$ 196,019</u>
<b>Total Budget</b>	<b>\$991,013</b>

**FUNDING:**

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

\$991,013

*Total amount from funder:*

\$991,013

*Amount/value of match:*

Cash: N/A

In-kind: N/A

*Required match or cost sharing:*

No X Yes

*Voluntary match or cost sharing:*

No X Yes

*Source of match/cost sharing:*

N/A

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

*Negotiated indirect cost*

N/A

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

<i>(Fixed) administrative fee</i>	50.3% of Salaries = \$196,019
<i>Software/materials</i>	N/A
<i>Equipment</i>	N/A
<i>Services</i>	Public safety issue
<i>Staff Training</i>	N/A
<i>FTE</i>	N/A
<i>Other</i>	N/A

**COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED:**

- College Goal:*
- F. Strengthen the College's identity as a vital resource to the local community, nationally and globally.
- Institutional Initiative(s):*
- 1. Expand marketing of programs and activities to the community...as well as other academic credit and noncredit programs.

Board Material Relating to  
Agenda Item VII-C.1g  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Office of Juvenile Justice and Delinquency Prevention  
Internet Crimes Against Children Task Force Training Program  
Officer Wellness**

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Center for Public Safety Innovation, to the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, to develop training for law enforcement, police agency command staff, and mental health professionals. The training will be designed to assist law enforcement and other professionals experiencing vicarious trauma due to long-term and repeated exposure to child exploitation images as part of their work responsibilities. Authorization is sought to enter into any necessary contractual agreement(s) and to accept funding for this grant, if awarded.**

Funds from this grant will be used to develop curriculum that provides training in the following areas: Understanding ICAC Specific Vicarious Trauma Issues; Developing Coping Skills; Identifying Departmental Resources; and other areas as identified through a needs assessment.

The period of performance will commence July 1, 2010 or as soon thereafter as possible, and end June 30, 2011. The anticipated revenue to the College will be a total of \$347,137. See attached Information Summary for additional information.

William D. Law, Jr., President; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

el0702102

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

<b>Date of BOT Meeting:</b>	July 22, 2010
<b>Funding Agency or Organization:</b>	U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention
<b>Name of Competition:</b>	Internet Crimes Against Children Task Force National Training Program: Officer Wellness
<b>SPC Application or Sub-Contract:</b>	SPC Application





**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

In-kind: N/A

*Required match or cost sharing:* No X Yes

*Voluntary match or cost sharing:* No X Yes

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

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

*Negotiated indirect cost* N/A

*(Fixed) administrative fee* 50.3% of Salaries = \$58,549

*Software/materials* N/A

*Equipment* N/A

*Services* Public safety issue

*Staff Training* N/A

*FTE* N/A

*Other* N/A

**COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED**

*College Goal:* F. Strengthen the College's identity as a vital resource to the local community, nationally and globally.

*Institutional Initiative(s):* 1. Expand marketing of programs and activities to the community...as well as other academic credit and noncredit programs.

Board Material Relating to  
Agenda Item VII-C.2  
Meeting: July 22, 2010

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Grants/Restricted Funds Contracts Amendment Item(s)**

**Confirmation/approval is sought with respect to the following grant/restricted funds contract item(s) which were previously approved, but have been amended, modified, extended and/or need additional clarification.**

- Agreement approved March 17, 2009 with **Head Start Child Development & Family Services, Inc. d/b/a Pinellas County Head Start/Early Head Start (HSCDFS)** whereby the College provides courses, tuition and books for Head Start staff to obtain an education in early childhood education or related fields. Funding from Head Start in the amount of \$108,000 plus an in-kind contribution from Follett Bookstore in the amount of \$22,000 was made available to the College for this purpose. **This item is to extend this partnership with HSCDFS commencing August 1, 2010 and continuing for the period of one year.** Any remaining funding from that noted above will be applied to the renewal period. **In addition, the College will provide an in-kind contribution of \$9,000 which will include conducting a series of workshops as determined by the College to be presented at Head Start centers throughout Pinellas County.** All other terms and conditions will remain as previously advised. Department—Pinellas County Head Start, Anne Cooper
- Agreement approved December 16, 2008 to continue to provide services to **Hillsborough Community College (HCC)** as part of a grant approved through the National Science Foundation (NSF). Under the terms of the Agreement, the College provides services to HCC for the Florida Advanced Technological Education Regional Center for Manufacturing Education grant funded by NSF. The funding period for this grant is October 1, 2008 through September 30, 2010. Funding provided for this period was anticipated to be \$163,798; however, **this item is to advise that additional funding in the amount of \$28,392 (or not to exceed \$30,000) is being provided to the College and that the project/funding period has been extended for an additional year. This item is also to seek approval to accept the additional funding and enter into any necessary agreements.**

The added funding is being given to colleges that have adopted the new state designed A.S. degree in Engineering Technology and will be for the purchase of equipment to support SPC's A.S. Engineering Technology program. The new Agreement with HCC for this purpose will commence upon execution and continue for the period of one year. All

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

other terms and conditions will remain as previously advised. Department—Engineering,  
Stan O. Vittetoe

Board of Trustees

Agenda Item VII-C.2

Meeting: July 22, 2010

Page 76

- Agreement approved August 19, 2008, October 21, 2008 and April 21, 2009 **The International Association of Chiefs of Police (IACP)** whereby the College's Public Safety Grants and Contracts Department would develop and produce a 60-minute e-learning course for IACP entitled Challenges Facing Law Enforcement, Prosecution, and Financial Institutions in Responding to Identity Crime. Based on prior changes approved and made to the Agreement, the College anticipated receiving \$82,500 for its services to IACP. **This item is to advise that the College did not receive the additional \$5,000 anticipated to provide hosting services for the e-learning course; therefore the total funding received for this project was \$77,500.** All other terms and conditions will remain as previously advised. Department—Regional Community Policing Institute, JC Brock

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

ps0702101

**10-194.** The Board considered Capital Outlay, Maintenance, Renovation, and Construction Items VII-D.1-D.4; Personnel Items VII-F.1-F.4; and Curriculum Items VII-H.1-H.2. Mrs. Bilirakis moved approval. 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.

Information regarding these items is as follows:

Board Material Relating to  
Agenda Item VII-D.1  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**Quarterly Informational Report of Construction Contract  
Approvals Not Exceeding \$250,000**

Board of Trustees Rules 6Hx23-6.09 and 6Hx23-6.10 authorize the President to approve construction contracts and change orders to construction contracts for extensions of time and for increases in an amount not to exceed CATEGORY FIVE, Florida Statute 287.017 (currently \$250,000), with the stipulation that the Board of Trustees will be informed of these approvals on a quarterly basis. This memo is to **inform the Board of Trustees** of the following items approved from April 1, 2010 through June 30, 2010.

- 1.) **Guaranteed Maximum Price (GMP), Project# 186-Y-10-1, Renovation for Surge/Lightning Protection, District Office Building, EpiCenter. Approval was granted** to accept the GMP of \$78,629.00. The project consists of installing a complete Class I Copper Lightning Protection System for the EpiCenter District Office Building to assist in reducing future damages and power outages associated with lightning strikes to the building. The lightning protection system is a Franklin Rod type system with connection to the building steel/bar, electrical switchboard, generator, satellite dish/antennae on rooftop and roof mounted equipment. Transient Voltage Surge Suppressors (TVSS) will be installed on main switchboards and coaxial lead-in cables from two rooftop antennae. Down leads will be installed on the exterior of the building in PVC conduit painted to match the building exterior.
  
- 2.) **Change Order #1, Final Accounting, Project #186-P-09-2, Chilled Water Loop, Business Technologies (Bldg. #33), Clearwater Campus. Approval was granted** to accept Change Order #1 in the decreased amount of (\$288,084.91) for a change in the construction of this project as outlined below. With final accounting, the final contract value after Change Order #1 will be \$958,915.09.

There is no loss of revenue or interruption to operation of the college as a result of this change order. When the Guaranteed Maximum Price is established at the beginning of the project, an Owner's Contingency is established. This is utilized for Owner changes throughout the project. Part A, as listed below will deduct the balance of the Owner's Contingency (including Buyout Contingency) from the final contract amount. The details of Change Order #1 are as follows:

<u>Part A:</u>	Final CM Buyout:	(\$25,999.65)
	Project Contingency Balance:	(\$88,839.76)
	<b>TOTAL Part A:</b>	<b><u>(\$114,539.41)</u></b>

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Part B:

Final Status of Direct Purchases and Tax Savings:

As approved by the Board on September 23, 2003, this project utilized the direct purchase program which has resulted in a decrease of (\$173,545.50) from the original GMP for material purchase orders and associated tax savings which have been issued directly to other vendors during the course of the project:

Direct Purchases:	(\$163,675.00)
Total Tax Savings:	(\$9,870.50)
<b>TOTAL - Part B:</b>	<b><u>(\$173,545.50)</u></b>
<b>NET CHANGE ORDER #1 (Parts A &amp; B):</b>	<b><u>(\$288,084.91)</u></b>
Original Guaranteed Maximum Price (GMP):	<b>\$1,247,000.00</b>
Change Order: #1	<b><u>(\$288,084.91)</u></b>
<b>Final Net GMP:</b>	<b>\$958,915.09</b>

- 3.) **Change Order #4, Final Accounting, Project 597-B-06-5, Remodel/Renovate for Classrooms/Labs, Olympia Building (Chiller Plant), Tarpon Springs Campus. Approval was granted** for Change Order #4 for Project 597-B-06-5, Remodel/Renovate for Classrooms/Labs, Olympia Building (Chiller Plant), Tarpon Springs Campus, in the deductive amount of (\$786,104.77) for a change in the construction of this project as outlined below. This final accounting change order brings the final Contract Value to \$2,399,221.71.

There is no loss of revenue or interruption to operation of the college as a result of this change order. When the Guaranteed Maximum Price is established at the beginning of the project, an Owner's contingency is established. This is utilized for Owner changes throughout the project. Part A, as listed below will deduct the balance of the Owner's Contingency (including Buyout Contingency) from the final contract amount. The details of Change Order #4 are as follows:

<u>Part A:</u>	Final CM Buyout:	\$0.00
	Project Contingency Balance:	\$79,136.50
	<b>TOTAL Part A:</b>	<b>\$79,136.50</b>

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Part B:

Final Status of Direct Purchases and Sales Tax Savings:

As approved by the Board on September 23, 2003, this project utilized the direct purchase program which resulted in a decrease of (\$706,968.27) from the original GMP for material purchase orders and associated tax savings which have been issued directly to other vendors during the course of the project. Part B, as listed below will deduct the Direct Purchases and Sales Tax Savings from the final contract amount:

Direct Purchase:	(\$670,211.00)
Total Tax Savings:	\$36,757.27)
<b>TOTAL Part B:</b>	<b>(\$706,968.27)</b>
<b>NET CHANGE ORDER #4 (Parts A &amp; B):</b>	<b>(\$786,104.77)</b>

There is no loss of revenue or interruption to operation of the college as a result of this change order.

The details of the final accounting are as follows:

Original Guaranteed Maximum Price (GMP):	\$4,672,201.00
Change Order #1:	(\$2,023,040.52)
Change Order #2:	\$536,166.00
Change Order #3 (Time Extension):	\$0.00
Change Order #4:	(\$786,104.77)
<b>Final Net GMP:</b>	<b>\$2,399,221.71</b>

This information is provided by Susan M. Reiter, Vice President, Facilities Planning and Institutional Services, pursuant to Board of Trustees Rules 6Hx23-6.09 and 6Hx23-6.10.

rvr0713107

Board Material Relating to  
Agenda Item VII-D.2  
Meeting: July 22, 2010

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Disposition of Surplus or Obsolete Property (Survey #531)**

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, 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.**

<b>Tag Number</b>	<b>Description</b>	<b>Acquisition Date</b>	<b>Condition</b>	<b>Sum Amount</b>
00201	Imaging Sys: Kodak Data S	4/1/1990	obsolete	\$1,274.00
01704	Universal Gym: Spartan	8/1/1987	obsolete	\$4,761.66
05092	Total Power Fitness System	5/1/1989	obsolete	\$3,179.00
06186	Tennis Ball Machine: Prin	2/1/1987	obsolete	\$1,080.00
07736	Staimaster Exercise System	3/1/1993	obsolete	\$2,355.00
08600	Softball Pitching Machine	1/1/1994	obsolete	\$2,190.00
10461	Powerbook 5300 Computer	10/1/1996	obsolete	\$4,875.50
10524	Printer: HP 5M	7/1/1996	poor	\$2,096.00
10748	Laserdisc Player: Pioneer	12/1/1996	obsolete	\$2,580.00
10836	Soft Step Treadmill	2/20/1997	obsolete	\$5,435.75
10984	20/20 CCTV-OPTTELEC	2/13/1997	obsolete	\$2,495.00
11133	Softball Pitching Machine	5/21/1997	obsolete	\$2,187.15
11134	Softball Pitching Machine	5/21/1997	obsolete	\$2,187.15
11286	Projector: Epson	6/3/1997	obsolete	\$6,225.00
12613	Printer: Lexmark 1650N	1/21/1998	poor	\$1,281.63
13010	Printer: Lexmark S1855N	8/21/1998	poor	\$1,308.91
13556	Cover Mat - 10 Roller System	2/18/1999	obsolete	\$1,715.00
13563	Printer: Lexmark	3/16/1999	poor	\$1,141.28



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

14781	Laptop Computer: Dell Latitude	4/13/1999	obsolete	\$2,994.00
15101	Computer: Dell PowerEdge 2300	6/8/1999	obsolete	\$4,933.00
15207	Printer: Lexmark 1855N	8/31/1999	poor	\$1,308.26
15662	Projector: Epson	9/14/1999	poor	\$4,477.77
15663	Projector: Epson	9/14/1999	poor	\$4,477.77
15947	Smart Presenter w/laser	1/24/2000	obsolete	\$1,206.50
16433	Projector: Epson	6/26/2000	poor	\$4,603.50
16434	Projector: Epson	6/26/2000	poor	\$4,603.50
16462	Projector: Epson	1/21/2000	poor	\$5,880.00
17080	Server: Dell 2400	4/14/2000	obsolete	\$7,275.00
17474	Portable Printer:PT400	6/30/2000	poor	\$1,518.04
17475	Laptop Computer: Dell Latitude	7/14/2000	obsolete	\$3,062.00
17476	Laptop Computer: Dell Latitude	7/14/2000	obsolete	\$3,062.00
17477	Laptop Computer: Dell Latitude	7/14/2000	obsolete	\$3,062.00
17478	Laptop Computer: Dell Latitude	7/14/2000	obsolete	\$3,062.00
17827	Projector: Epson	7/24/2000	obsolete	\$4,776.00
18114	PowerVault: Dell 21XS	9/19/2000	obsolete	\$11,094.00
18489	Switch: Cisco 3548	5/10/2001	obsolete	\$3,736.60
18656	Extreme Summit 48	6/5/2001	obsolete	\$4,909.64
18663	Extreme Summit 48	6/5/2001	obsolete	\$4,909.64
18894	Server: Dell PowerEdge 1550	3/1/2001	obsolete	\$6,782.00
18929	Printer: Lexmark T614N	3/27/2001	poor	\$1,819.65
19007	Printer: Lexmark T614N	5/23/2001	poor	\$2,128.30
19224	Club Pro Trainer	2/23/2001	obsolete	\$4,285.00
19332	Laptop Computer: Dell Latitude	6/14/2001	obsolete	\$3,383.00
19353	Laptop Computer: Dell Latitude	6/29/2001	obsolete	\$3,626.90
19428	Projector: Epson	6/8/2001	poor	\$3,960.00
19430	Projector: Epson	6/8/2001	obsolete	\$3,960.00
19443	Projector: Epson	9/27/2001	poor	\$4,610.00
19444	Projector: Epson	9/27/2001	poor	\$4,610.00
19446	Projector: Epson	9/27/2001	poor	\$4,610.00
19447	Projector: Epson	9/25/2001	poor	\$4,610.00
19546	Printer: Lexmark T614N	6/20/2001	obsolete	\$1,350.11
19777	Power Supply: Extreme	3/6/2002	obsolete	\$1,349.06
19778	Power Supply: Extreme	3/6/2002	obsolete	\$1,349.06
19779	Chassis-8 Slot: Alpine	3/6/2002	obsolete	\$8,540.63

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

19780	Switch Management Module	3/6/2002	obsolete	\$3,246.75
19781	32-Port 10/100 Base-TX RF-45	3/6/2002	obsolete	\$1,035.75
19782	32-Port 10/100 Base-TX RF-45	3/6/2002	obsolete	\$1,035.75
19783	32-Port 10/100 Base-TX RF-45	3/6/2002	obsolete	\$1,035.75
19784	32-Port 1/100 Base-TX RJ-45	3/7/2002	obsolete	\$1,036.75
19785	32-Port 1/100 Base-TX RJ-45	3/7/2002	obsolete	\$1,036.75
19786	32-Port 1/100 Base-TX RJ-45	3/7/2002	obsolete	\$1,036.75
20012	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20013	Projector: Epson 7700	8/21/2001	poor	\$11,574.44
20014	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20015	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20016	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20019	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20020	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20021	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20022	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20023	Projector: Epson 5600	8/21/2001	poor	\$5,646.77
20025	Projector: Epson 5600	8/21/2001	poor	\$5,646.77
20026	Projector: Epson 5600	8/21/2001	poor	\$5,646.77
20028	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20029	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20030	Projector: Epson 5600	8/21/2001	poor	\$5,646.77
20031	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20032	Projector: Epson 5600	8/21/2001	poor	\$5,646.77
20033	Projector: Epson 5600	8/21/2001	poor	\$5,646.77
20035	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20036	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20037	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20038	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20039	Projector: Epson 5600	8/21/2001	poor	\$5,646.76
20053	Computer: Dell GX150	7/24/2001	obsolete	\$1,308.00
20090	Computer: Dell GX150	7/24/2001	obsolete	\$1,055.00
20353	Laptop Computer: Dell Latitude	10/24/2001	obsolete	\$3,633.00
20429	Computer: Dell GX150	8/21/2001	obsolete	\$1,077.00
20436	Computer: Dell GX150	8/21/2001	obsolete	\$1,077.00
20515	Computer: Dell GX150	2/7/2002	obsolete	\$1,038.00

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

20519	Computer: Dell GX150	3/4/2002	obsolete	\$1,038.00
20525	Computer: Dell 150	3/6/2002	obsolete	\$1,379.00
20527	Computer: Dell 150	3/6/2002	obsolete	\$1,379.00
20528	Computer: Dell 150	3/6/2002	obsolete	\$1,379.00
20529	Computer: Dell 150	3/6/2002	obsolete	\$1,379.00
20530	Computer: Dell 150	3/6/2002	obsolete	\$1,379.00
20555	Laptop Computer: Dell Latitude	4/19/2002	obsolete	\$2,227.00
20556	Laptop Computer: Dell Latitude	4/19/2002	obsolete	\$2,227.00
20566	Laptop Computer: Toshiba	4/29/2002	obsolete	\$2,749.00
20660	Projector: Epson 7700P	7/1/2002	poor	\$4,689.00
20674	Projector: Epson	8/13/2002	poor	\$4,742.35
20676	Projector: Epson	8/13/2002	poor	\$4,742.35
20677	Projector: Epson	8/13/2002	poor	\$4,742.35
20686	Printer: Lexmark T522N	11/27/2001	poor	\$1,257.80
20693	Computer: Dell GX 240	11/27/2001	obsolete	\$1,011.00
20697	Projector: Epson 5600P	12/19/2001	poor	\$4,209.95
20842	Computer: Dell GX240	11/13/2001	obsolete	\$1,302.95
20844	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20846	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20850	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20858	Computer: Dell GX240	11/13/2001	obsolete	\$1,302.95
20862	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20875	Computer: Dell GX240	11/3/2001	obsolete	\$1,548.95
20877	Computer: Dell GX240	11/3/2001	obsolete	\$1,548.95
20878	Computer: Dell GX240	11/3/2001	obsolete	\$1,548.95
20879	Computer: Dell GX240	11/3/2001	obsolete	\$1,548.95
20950	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20956	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20962	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20975	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20980	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20987	Computer: Dell GX240	11/13/2001	obsolete	\$1,302.95
20988	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20989	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20991	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20992	Computer: Dell GX240	11/13/2001	obsolete	\$1,302.95

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

20994	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20996	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
20999	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
21018	Computer: Dell GX240	11/13/2001	obsolete	\$1,313.95
21020	Computer: Dell GX240	11/13/2001	obsolete	\$1,302.95
21226	Computer: Dell GX240	12/11/2001	obsolete	\$1,200.00
21279	Computer: Dell GX240	12/11/2001	obsolete	\$1,131.00
21280	Computer: Dell GX240	12/11/2001	obsolete	\$1,131.00
21287	Computer: Dell GX240	12/11/2001	obsolete	\$1,131.00
21289	Computer: Dell GX240	12/11/2001	obsolete	\$1,131.00
21293	Computer: Dell GX240	12/11/2001	obsolete	\$1,131.00
21441	Server: Dell 1650	6/5/2002	obsolete	\$4,635.99
21500	4-Port 1000 Base-X	3/14/2002	obsolete	\$3,023.79
21501	4-Port 1000 Base-X	3/7/2002	obsolete	\$2,978.06
22061	Computer: Dell GX240	5/22/2002	obsolete	\$1,607.68
22062	Computer: Dell GX240	5/22/2002	obsolete	\$1,607.68
22296	Switch: Extreme Summit 24	7/29/2002	obsolete	\$1,943.50
22304	Extreme 48 Switch	8/14/2002	obsolete	\$3,568.50
22370	Computer: Dell GX240	6/10/2002	obsolete	\$1,643.00
22373	Computer: Dell GX240	6/17/2002	obsolete	\$1,661.09
22374	Computer: Dell GX240	6/17/2002	obsolete	\$1,661.09
22402	Projector: AVP	6/24/2002	obsolete	\$2,800.00
22403	Projector: AVP	6/24/2002	obsolete	\$2,800.00
22420	Computer: Dell GX240	7/3/2002	obsolete	\$1,554.54
22421	Computer: Dell GX240	7/3/2002	obsolete	\$1,554.54
22422	Computer: Dell GX240	7/3/2002	obsolete	\$1,554.54
22434	Computer: Dell GX 260T	7/16/2002	obsolete	\$1,587.00
22435	Computer: Dell GX 260T	7/16/2002	obsolete	\$1,587.00
22449	Computer: Dell GX260T	6/18/2002	obsolete	\$1,513.00
22507	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22513	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22514	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22515	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22517	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22518	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22519	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

22520	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22521	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22522	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22523	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22524	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22527	Computer: Dell GX240	6/17/2002	obsolete	\$1,554.00
22530	Computer: Dell GX260T	6/18/2002	obsolete	\$1,060.00
22543	Computer: Dell GX260T	6/25/2002	obsolete	\$1,281.95
22561	Computer: Dell GX260T	6/18/2002	obsolete	\$1,513.00
22567	Computer: Dell GX260T	6/12/2002	obsolete	\$1,513.00
22585	Computer: Dell GX260T	6/27/2002	obsolete	\$1,513.00
22589	Computer: Dell GX260T	6/27/2002	obsolete	\$1,513.00
22595	Computer: Dell GX260T	6/12/2002	obsolete	\$1,513.00
22606	Computer: Dell GX260T	6/18/2002	obsolete	\$1,513.00
22611	Computer: Dell GX260T	6/18/2002	obsolete	\$1,513.00
22643	Computer: Dell GX260T	6/19/2002	obsolete	\$1,513.00
22803	Computer: Dell GX260T	6/18/2002	obsolete	\$1,513.00
22805	Computer: Dell GX260T	6/18/2002	obsolete	\$1,513.00
22814	Computer: Dell GX260T	6/11/2002	obsolete	\$1,060.00
22833	Computer: Dell GX260T	6/18/2002	obsolete	\$1,513.00
22854	Computer: Dell GX260T	6/26/2002	obsolete	\$1,281.95
22925	Computer: Dell GX260T	6/19/2002	obsolete	\$1,513.00
23237	Computer: Dell GX260T	8/7/2002	obsolete	\$1,351.62
23291	Computer: Dell GX260T	8/15/2002	obsolete	\$1,362.81
23313	Computer: Dell GX260T	9/16/2002	obsolete	\$1,629.23
23361	Computer: Dell GX260T	8/14/2002	obsolete	\$1,005.00
23415	Extreme 24 Switch	9/27/2002	obsolete	\$2,474.58
23423	Wireless Access Point: Cisco	9/27/2002	obsolete	\$1,051.16
23432	Wireless Access Point: Cisco	9/27/2002	obsolete	\$1,051.16
23479	Computer: Dell GX260T	8/12/2002	obsolete	\$1,187.21
23481	Computer: Dell GX260T	8/12/2002	obsolete	\$1,187.21
23489	Computer: Dell GX260T	8/12/2002	obsolete	\$1,187.21
23490	Computer: Dell GX260T	8/12/2002	obsolete	\$1,187.21
23491	Computer: Dell GX260T	8/12/2002	obsolete	\$1,187.21
23604	Projector: Epson 7700P	5/6/2003	obsolete	\$8,104.35
23605	Projector: Epson 7700P	5/6/2003	poor	\$8,104.35

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

23642	Computer: Dell GX260T	10/28/2002	obsolete	\$1,590.00
23644	Computer: Dell GX260T	10/28/2002	obsolete	\$1,590.00
23652	Computer: Dell GX260T	11/15/2002	obsolete	\$1,801.71
23781	Projector: Epson	9/24/2002	obsolete	\$6,583.91
23865	Projector: Epson	9/24/2002	obsolete	\$6,583.91
23866	Projector: Epson	9/24/2002	poor	\$6,583.91
23870	Projector: Epson	9/24/2002	obsolete	\$6,583.91
23871	Projector: Epson	7/24/2002	poor	\$6,583.90
23875	Projector: Epson	9/24/2002	poor	\$6,583.90
23968	Computer: Dell GX260	11/14/2002	obsolete	\$1,630.77
23972	Computer: Dell GX260	11/14/2002	obsolete	\$1,454.44
23974	Computer: Dell GX260	11/14/2002	obsolete	\$1,454.44
23977	Computer: Dell GX260T	11/18/2002	obsolete	\$1,478.31
23988	Computer: Dell GX260T	12/18/2002	obsolete	\$1,662.34
24659	Computer: Dell M50	4/26/2003	obsolete	\$5,763.58
24795	Computer: Dell GX260T	4/16/2003	obsolete	\$2,163.00
24915	Computer: Dell GX260T	4/21/2003	obsolete	\$1,269.00
24917	Computer: Dell GX260T	4/21/2003	obsolete	\$1,269.00
24918	Computer: Dell GX260T	4/21/2003	obsolete	\$1,269.00
24923	Computer: Dell GX260T	4/21/2003	obsolete	\$1,269.00
24925	Computer: Dell GX260T	4/21/2003	obsolete	\$1,269.00
24947	Computer: Dell GX260T	4/21/2003	obsolete	\$1,257.00
24952	Computer: Dell GX260T	4/21/2003	obsolete	\$1,257.00
24958	Computer: Dell GX260T	4/22/2003	obsolete	\$1,171.00
24959	Computer: Dell GX260T	4/22/2003	obsolete	\$1,171.00
24960	Computer: Dell GX260T	4/22/2003	obsolete	\$1,171.00
24962	Computer: Dell GX260T	4/22/2003	obsolete	\$1,171.00
24963	Computer: Dell GX260T	4/22/2003	obsolete	\$1,171.00
24964	Computer: Dell GX260T	4/22/2003	obsolete	\$1,171.00
24965	Computer: Dell GX260T	4/22/2003	obsolete	\$1,171.00
24967	Computer: Dell GX260T	4/22/2003	obsolete	\$1,171.00
24971	Computer: Dell GX260T	4/22/2003	obsolete	\$1,171.00
24980	Computer: Dell GX260T	4/22/2003	obsolete	\$1,554.00
25319	Computer: Dell GX260T	4/30/2003	obsolete	\$1,272.00
25320	Computer: Dell GX260T	4/30/2003	obsolete	\$1,272.00
25324	Computer: Dell GX260T	4/30/2003	obsolete	\$1,272.00

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

25355	Computer: Dell GX260T	4/30/2003	obsolete	\$1,173.00
25535	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25536	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25541	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25545	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25546	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25548	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25550	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25552	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25556	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25559	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25560	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25563	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25564	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25567	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25568	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25569	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25571	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25572	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25575	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25579	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25582	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25595	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25598	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25599	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25600	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25601	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25602	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25604	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25606	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25609	Computer: Dell	4/30/2003	obsolete	\$1,234.00
25611	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25613	Computer: Dell	4/30/2003	obsolete	\$1,234.00
25614	Computer: Dell	4/30/2003	obsolete	\$1,234.00
25615	Computer: Dell	4/30/2003	obsolete	\$1,234.00
25617	Computer: Dell	4/30/2003	obsolete	\$1,234.00

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

25623	Computer: Dell	4/30/2003	obsolete	\$1,234.00
25626	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25627	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25636	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25647	Computer: Dell	4/30/2003	obsolete	\$1,234.00
25649	Computer: Dell	4/30/2003	obsolete	\$1,234.00
25651	Computer: Dell	4/30/2003	obsolete	\$1,234.00
25655	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25656	Computer: Dell GX260T	4/30/2003	obsolete	\$1,272.00
25657	Computer: Dell GX260T	4/30/2003	obsolete	\$1,272.00
25686	Computer: Dell Gx260T	4/30/2003	obsolete	\$1,234.00
25687	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25689	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25690	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25691	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25693	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25694	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25697	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25701	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25704	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25713	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25720	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25733	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25734	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25735	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25737	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25744	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25748	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25751	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25752	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25753	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25757	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25760	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25762	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25765	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25767	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

25769	Computer: Dell GX260T	4/30/2003	obsolete	\$1,313.00
25788	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25789	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25801	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25816	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25820	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25828	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25830	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25831	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25833	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25839	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25840	Computer: Dell GX260T	4/29/2003	obsolete	\$1,234.00
25892	Computer: Dell Precision 650	5/5/2003	obsolete	\$5,146.00
25926	Access Wireless Point	6/16/2003	obsolete	\$1,150.24
25976	Dual Action Elliptica	6/23/2003	obsolete	\$1,169.99
26014	Computer: Dell GX260T	6/16/2003	obsolete	\$1,540.00
26343	Computer: Dell GX260S	6/25/2003	obsolete	\$1,369.00
26381	Computer: Dell GX260S	6/25/2003	obsolete	\$1,369.00
26404	Computer: Dell GX260S	6/25/2003	obsolete	\$1,369.00
26849	Computer: Dell GX270T	9/5/2003	obsolete	\$1,175.35
26998	Computer: Dell GX270T	10/13/2003	obsolete	\$1,313.00
27220	Computer: Dell GX270T	12/16/2003	obsolete	\$1,327.17
27377	Computer: Dell GX270T	11/14/2003	obsolete	\$1,495.00
27382	Computer: Dell GX270T	11/14/2003	obsolete	\$1,495.00
27385	Computer: Dell GX270T	11/14/2003	obsolete	\$1,495.00
27389	Computer: Dell GX270T	11/14/2003	obsolete	\$1,495.00
27464	Computer: Dell GX270T	1/2/2004	obsolete	\$1,289.44
27465	Computer: Dell GX270T	1/2/2004	obsolete	\$1,289.44
27516	Computer: Dell GX270T	12/23/2003	poor	\$1,240.88
27517	Computer: Dell GX270T	12/23/2003	obsolete	\$1,240.88
27518	Computer: Dell GX270T	12/23/2003	obsolete	\$1,240.88
27519	Computer: Dell GX270T	12/23/2003	obsolete	\$1,240.88
27520	Computer: Dell GX270T	12/23/2003	obsolete	\$1,240.88
27531	Computer: Dell GX270T	12/23/2003	obsolete	\$1,240.88
27540	Computer: Dell GX270T	12/23/2003	obsolete	\$1,240.88
27707	Computer: Dell GX270	4/27/2004	obsolete	\$1,701.60

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

27855	Projector Epson	3/15/2004	obsolete	\$13,410.59
27856	Projector Epson	3/15/2004	obsolete	\$13,410.59
28019	Computer: Dell GX270	5/19/2004	obsolete	\$1,273.47
28347	Computer: Dell GX150*	7/18/2001	obsolete	\$121.52
28419	Computer: Dell GX150*	7/18/2001	obsolete	\$121.52
28764	Laptop Computer: Dell Latitude	3/24/2005	obsolete	\$1,420.04
28776	Laptop Computer: Dell Latitude	3/24/2005	obsolete	\$1,420.04
32741	Computer: Dell GX260T*	6/28/2002	obsolete	\$0.00
32742	Computer: Dell GX260T*	6/28/2002	obsolete	\$0.00
32743	Computer: Dell GX260T*	6/28/2002	obsolete	\$0.00
32747	Computer: Dell GX260T*	6/28/2002	obsolete	\$0.00
32752	Computer: Dell GX260T*	6/28/2002	obsolete	\$0.00
32754	Computer: Dell GX260T*	6/28/2002	obsolete	\$0.00
32801	Computer: Dell GX260T*	10/2/2002	obsolete	\$81.80
			TOTAL:	\$800,875.18

\*Note: Asset was a leased computer. Acquisition price was remaining buyout amount.

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 Procurement and Asset Management; Daya Pendharkar, Associate Vice President of Information Systems; and Doug Duncan, Senior Vice President, Administration/Business & Information Services, recommend approval.

djh0702105

Board Material Relating to  
Agenda Item VII-D.3  
Meeting: July 22, 2010

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Draft Capital Improvement Program (CIP) for FY 2011-2012 through 2015-2016**

The Capital Improvement Program (CIP) is the process through which the College receives construction allocations from the Public Education Capital Outlay (PECO) Fund. Each community college and university is required to annually submit a five-year plan for its capital outlay needs. The first three-year period of the plan is the source from which the State Board of Education prepares its funding request list that it then submits to the Legislature. St. Petersburg College (SPC) has permission from the State to submit a single CIP that outlines our community college and baccalaureate (4-year) needs, based on our status as an upper division institution, which is how we have submitted since 2001.

Projects must be recommended on a State-validated Educational Plant Survey or Spot Survey to be included on the annual CIP and obtain PECO funding. The survey is the list from which the College selects its priorities for the CIP. Our current educational plant survey will remain in effect through June 2012.

The deadline to submit the CIP to the Division of Community Colleges is August 2, 2010. The CIP information will then be tabulated, submitted and approved by the State Board of Education, to be included in the 2011-12 Fixed Capital Outlay Legislative Budget Request.

The CIP is divided into three categories:

- **Renovation** – the general upgrade of an existing facility with no change in use (e.g. new lighting, carpeting, roof, heating, ventilating and air conditioning, and compliance with the Americans with Disabilities Act) and site improvements
- **Remodeling** – the changing of an existing facility by rearrangement of space, use (e.g. offices to classrooms) or exiting
- **New Construction** – includes site acquisition

This year we have listed our top five priorities based upon keeping existing/new projects moving forward with maximum flexibility, starting with a planning initiative for the Clearwater Campus to include the Student Support and Services Building, Library and continuation of the construction and site acquisition for the Downtown Center.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

As we move forward over the next year with our collegewide master planning initiatives, we will be better able to identify the next phase of projects and priorities for next year's CIP. This will also provide the basis of planning for the start of the five-year Facilities Survey scheduled for completion in June 2012.

In addition, we have included projects and funding amounts listed on the Facilities Enhancement Challenge Grant (FECG) requests over the last several years. The Office of Educational Facilities has requested that the projects be put back on the CIP list as part of this year's submittal.

A draft summary of the CIP for fiscal years 2011-12 through 2015-16 is attached.

**Review and approval is sought from the Board of Trustees to proceed with the final Capital Improvement Program as discussed and approved today, and to submit it to the Division of Community Colleges.**

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

Attachment

bs0713103

**DRAFT  
DIVISION OF COMMUNITY COLLEGES  
CIP - 2 SUMMARY  
Capital Improvement Plan and Legislative Budget Request  
2011 - 2012 to 2015 - 2016**

COLLEGE: ST. PETERSBURG COLLEGE

RENOVATION PROJECTS:		2011-12	2012-13	2013-14	2015-16	2016-17	FOR CIP 5YR TERM
PRJ #	PROJECT DESCRIPTION						
1	General Ren/Rem. Roofs, HVAC, ADA, Utilities, Site Improvements - Collegewide	\$6,344,402	\$7,441,352				\$13,785,754
	Ren/Rem Facility 51 - Technology Learning Center - SE		\$480,000				\$480,000
	Ren/Rem Administration - 1st & 2nd Floor, Site Imp. - SPFG	\$2,148,468					\$2,148,468
	Ren/Rem Gym, PE Bldg., Site Imp-SPFG		\$4,530,331	\$4,530,331			\$9,060,662
	Ren/Rem Maintenance, Site Improvements - CL		\$2,534,099				\$2,534,099
	Ren/Rem Ombuds & Proctored Building, Site Imp, HEC (FECG)	\$9,450					\$9,450
	Ren/Rem Palladium Building, Site Imp, St Pete/GDAs (FECG)	\$300					\$300
	Ren/Rem District Office Building, Site Imp, Epi Center (FECG)	\$10,000					\$10,000
	Ren/Rem Student Services Building, Site Imp, St. Pete/GDAs Campus (FECG)	\$28,500					\$28,500
	Ren/Rem Annex 2 Building, Site Imp, Epi Center (FECG)	\$2,000,000					\$2,000,000
<b>TOTAL RENOVATION PROJECTS</b>		<b>\$10,436,120</b>	<b>\$9,986,382</b>	<b>\$4,530,331</b>	<b>\$0</b>	<b>\$0</b>	<b>\$24,952,833</b>
REMODELING PROJECTS:		2011-12	2012-13	2013-14	2015-16	2016-17	FOR CIP 5YR TERM
PRJ #	PROJECT DESCRIPTION						
4	Rem/Rem Classroom/Lab/Inst. Sup./Site Dev. Phase II (w/ addition) - Downtown (partial)	\$1,939,696	\$1,939,696				\$3,879,392
<b>TOTAL REMODELING PROJECTS</b>		<b>\$1,939,696</b>	<b>\$1,939,696</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,879,392</b>
NEW CONSTRUCTION PROJECTS:		2011-12	2012-13	2013-14	2015-16	2016-17	FOR CIP 5YR TERM
PRJ #	PROJECT DESCRIPTION						
2	Construct Administration Building (includes Student Services in SF/Backst), Clearwater Camp.	\$1,205,928	\$9,547,428	\$1,205,928			\$12,959,284
3	Construct Library Building, Site Improvements, Clearwater Campus	\$2,675,565	\$2,590,000	\$14,104,521	\$2,075,565		\$20,786,651
5	Adjacent Land and Facilities Acquisition - Collegewide (partial) w/	\$1,976,541					\$1,976,541
	Construct Student and Support Services, Student Activities - CL		\$7,759,943	\$1,305,192			\$9,065,135
	Construct Marine Science Lab/Classrooms and Site Improvements, Utilities - Bay Pines		\$2,144,130				\$2,144,130
	Construct Additional Parking 80 Spaces (once V&T Tech is Demolished) - HEC	\$350,000					\$350,000
	Natural Habitat Park and Site Imp, Seminole Campus (FECG)	\$100,000					\$100,000
<b>TOTAL NEW CONSTRUCTION PROJECTS</b>		<b>\$5,608,034</b>	<b>\$22,048,499</b>	<b>\$18,615,641</b>	<b>\$2,075,565</b>	<b>\$0</b>	<b>\$48,347,739</b>
<b>GRAND TOTAL OF ALL PROJECTS</b>		<b>\$17,983,850</b>	<b>\$33,974,577</b>	<b>\$21,145,972</b>	<b>\$2,075,565</b>	<b>\$0</b>	<b>\$75,179,964</b>

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Board Material Relating to  
Agenda Item VII-D.4  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Change Order No. 2 (Proposal Request No. 6),  
Project 1707-X-08-18, Veterinary Technology Building  
Veterinary Technology Special Purpose Center**

At the May 2010 Board Meeting, the 100% Construction Documents (Phase III) for the Veterinary Technology Building project were approved. W.G. Mills, Inc., the Design /Build firm has finalized the Guaranteed Maximum Price (GMP) based on these documents and we have realized considerable savings based on the current economic situation and value engineering exercises. The total value for Change Order No. 2 is a credit of (\$802,306).

This project will construct approximately 32,768 square feet in a new one-story building. The building will consist of the following spaces for the Veterinary Technology Program:

- 3 Classrooms (2 Lecture/Computer Labs and 1 Computer Classroom/Collaborative Lab)
- 3 Labs and associated Prep/Storage Areas (Anatomy Dissection Lab, Clinical Pathology Lab and Animal Procedures Lab)
- Associated Animal Spaces and Surgical Suite for Cats, Dogs and Birds
- Office space for a dean, 2 program directors, 11 faculty offices, shared space for 10 adjunct faculty and associated administrative, conference and workspace
- Miscellaneous Related Spaces
- The building has been designed to allow for a 4,500 square foot future expansion

Inclusive of Change Order No. 2, the Final GMP for this project is \$9,996,121 or \$305 per square foot (see breakdown below). The total budget for this project is \$12,611,779 (see funding breakdown below) and includes furniture, fixtures, equipment, testing, surveys, staff and other miscellaneous project costs. Through the Direct Purchase Program, the contractor plans to purchase approximately \$2,150,000 of materials which will provide approximately \$130,000 of tax savings for the project. This Final GMP is subject to mandatory review for building codes, safety-to-life and the Americans with Disabilities Act (ADA) and further refinements through the value engineering process.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**Final Guaranteed Maximum Price cost per square foot analysis:**

<b>Description</b>	<b>Cost</b>	<b>Cost per square foot</b>
Building Construction	\$ 7,456,727	\$ 228
Extraordinary Site Construction Costs due to undeveloped site (Clear Site, Fill Site, Site Utilities, Turn Lane on Ulmerton Road, new Drives from Ulmerton Road, Parking, Water Retention, etc.)	\$ 943,817	\$ 29
Extraordinary Mechanical Systems Construction Costs due to undeveloped site (installation of standalone chiller plant in lieu of tying into an existing system – Value is approximate)	\$ 900,000	\$ 27
Design Services Cost (This is a design/build contract and the design services expense are built into the GMP unlike other contracts where these services are funded directly to the Architect)	\$ 695,577	\$ 21
<b>Final Guaranteed Maximum Price</b>	<b>\$ 9,996,121</b>	<b>\$ 305</b>

**Total Project Budget Funding Analysis:**

Public Education Capital Outlay (PECO) Funds, 2008-2009	\$ 10,771,637
Challenge Grant (with Interest) Funds, 2006-2007	\$ 590,142
Capital Outlay & Debt Services (CO&DS) Funds, 2006-2008	\$ 200,000
2-Year Student Capital Improvement Fee (SCIF) Funds, 2006-2008	\$ 1,000,000
Safety to Life Funds, 2007-2008	\$ 50,000
<b>Total Project Budget:</b>	<b>\$ 12,611,779</b>

**Authorization is requested for the following:**

- **To approve Change Order No. 2 in the amount of (\$802,306) resulting in a final GMP of \$9,996,121 subject to further refinements of the terms, conditions, and bidding, and to authorize the issuance of all necessary purchase orders.**

William D. Law, Jr., President; Susan M. Reiter, Vice President, Facilities Planning and Institutional Services; and Mike Wilson, Sr. Vice President, W.G. Mills Inc., recommend approval.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Board Materials Relating to  
Agenda Item VII-F.1  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Personnel Report**

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

<b>HIRE Budgeted</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
6/14/2010	Barry,Suzanne M.	College Attorney DO	Associate General Counsel
6/1/2010	Belanger,Joanna	SPC-Downtown	Executive Staff Assistant
6/28/2010	Bowman,Margaret	BA Programs/UPC	Dir.,Curriculum & Prog. Mgt.
6/26/2010	Bozarth,Ronald D	Mathematics TS	Instructional Asst II
6/21/2010	DiDio,Celeste	Admin Info Systems - SE	Analyst/Programmer/Developer
6/16/2010	Grano,Barbara S.	Ethics SPG	Program Director II
5/29/2010	LaPierre,Mary E.	Scholarships/Stu Fin Assist SP	Student Service Assistant
6/1/2010	Lawyer,Todd M	Network Systems Support	Network Tech Support Specialist
6/1/2010	Lopez,Sarah E.	Central Records DO	Supv., Student Transcript Eval
6/1/2010	Morrow,Kimberly A	Purchasing	Administrative Specialist II
6/1/2010	Pabst,Joyce A	Nursing HC	Nursing Skills Facilitator
6/7/2010	Terrana,Joseph P	District Library DO	Library Paraprofessional
6/12/2010	Weaver,Barbara M	BA Programs/UPC	Academic Advisor - BA
6/14/2010	White,Rosie A.	District Library DO	Library Assistant
6/26/2010	Willett,Suzanne	Letters CL	Instructional Asst III
<b>HIRE Temporary/Supplemental</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
6/1/2010	Abel,Rachelle R	Corporate Training E&SS DO	General Service/Maint.
6/7/2010	Anderson,Barbara D	Student Support Services - SP	Instructor- Temporary Non-Cred
6/8/2010	Barea,Hilary N	Provost TS	Federal Work Study Student
6/14/2010	Bell,Ellen L	Health CE - AC	OPS Career Level 3
6/14/2010	Bergin,Jonathan I.	Mathematics TS	OPS Career Level 5
6/8/2010	Bridgman,Andrew Francis	Natural Science SPG	Student Assistant
6/1/2010	Chavez,Thomas M	Criminal Justice AC	Instructor- Temporary Non-Cred
6/1/2010	Culp,Bethany I.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
6/1/2010	Deasaro,Mark	Criminal Justice AC	Instructor- Temporary Non-Cred
6/14/2010	Delic,Vedad	New Initiative Program - HC	OPS Career Level 7
6/1/2010	Donahay,Jennie Michelle	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
6/1/2010	Duffy,Christopher B	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
6/12/2010	Duncan,Margaret K.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
6/10/2010	El Aoufir,Jalal Eddine	District Library DO	Federal Work Study Student
6/1/2010	Ellerbee,Alexandria Leigh	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
6/28/2010	Ervin,Joshua Andrew	Information Systems	OPS Technical Level 1

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

6/19/2010	Fields, Yata D	St. Pete/Gibbs Campus Provost	Other Professional- Temporary
6/1/2010	Francis, Rosharra J	Corporate Training E&SS DO	General Service/Maint. (unskil
6/1/2010	Goswick, Kelly R	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
5/29/2010	Greenberg, Cynthia Marie	Course/Curriculum VEA - DO	Instructor- Temporary Non-Cred
6/1/2010	Hanson, Miles W	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
6/18/2010	Heinze, Nathan D.	BA Programs/UPC	Non Instr Supplement-Not ECH
6/7/2010	Huff, Kimberly A	Student Support Services - SP	Instructor- Temporary Non-Cred
6/28/2010	Janson, Sarah Ann	Information Systems	OPS Technical Level 1
6/1/2010	Johannessen, Brooke	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
6/26/2010	Joseph, Christina Marie	Library Science SE	Federal Work Study Student
5/29/2010	Kety, Irvin N.	Natural Science SE	Lump sum -Spec.Proj.
6/14/2010	Klinnert, Christie A	Enrollment Management DO	OPS Career Level 2
6/1/2010	Lyons, Billie J.	Criminal Justice AC	Instructor- Temporary Non-Cred
6/7/2010	Mcadams, Marshall G	Associate Provost SP	Student Assistant
6/1/2010	Mendoza, Mary	Natural Science TS	Federal Work Study Student
6/21/2010	Messick, Brian C	Provost SPG	Federal Work Study Student
6/10/2010	Morgan, Marilee	Scholarships/Stu Fin Assist CL	Student Assistant
6/16/2010	Norman, Anja	Counseling & Advisement CL	OPS Career Level 7
6/7/2010	Ohlemann, Lisa Victoria	Enrollment Management DO	Student Assistant
6/1/2010	Petchonka, Amber N.	Corporate Training E&SS DO	General Service/Maint.
6/7/2010	Rice, Melissa Gail	Student Support Services - SP	Instructor- Temporary Non-Cred
6/17/2010	Rich, Kelly G.	Social Science SE	Instructor - Temporary Credit
6/11/2010	Richardson, Tamela T.	Course/Curriculum VEA - DO	Instructor- Temporary Non-Cred
6/1/2010	Riley, Timothy J	Fire Science AC	Instructor- Temporary Non-Cred
6/1/2010	Roberts, Michael E.	Criminal Justice AC	Instructor- Temporary Non-Cred
6/5/2010	Rose, Shekeria Yasmeeen	District Library DO	Federal Work Study Student
6/7/2010	Singleton, Stanley A.	Student Support Services - SP	Instructor- Temporary Non-Cred
6/26/2010	Stang, Beulah Joyce	Provost SPG	Federal Work Study Student
6/7/2010	Varga, Jennifer	Student Support Services - SP	Instructor- Temporary Non-Cred
6/21/2010	Weaver, Anne Marie	Enrollment Management DO	General Service/Maint.
6/1/2010	Wheeler, Kathleen E.	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
6/1/2010	Williams III, Billy T.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
6/1/2010	Wireman, Paulette Brown	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
6/7/2010	Wiscovitch, Margot L	Ethics SPG	Student Assistant
6/8/2010	Wright, Nikishea A	Associate Provost SP	Student Assistant

**CONTRACT RENEWAL-Regular funding**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
7/1/10-6/30/11	Barry, Suzanne M.	College Attorney DO	Associate General Counsel
7/1/10-6/30/11	Bell, Dorothy	District Library DO	Archivist Librarian
7/1/10-6/30/11	Bowman, Margaret	BA Programs/UPC	Dir., Curriculum & Prog. Mgt.
8/1/10-12/20/10	Carter, Valerie	BA Programs/UPC	Instructor-12 month
7/1/10-6/30/11	DiDio, Celeste	Admin Info Systems - SE	Analyst/Programmer/Developer
7/1/10-6/30/11	Grano, Barbara S.	Ethics SPG	Program Director II



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

7/1/10-6/30/11 Pabst,Joyce Nursing HC Nursing Skills Facilitator

**CONTRACT RENEWAL-Restricted funding**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
7/1/10-6/30/11	Bellomo,Mary O.	Florida Natl. Guard Grant - AC	Curriculum Designer
7/1/10-6/30/11	Heisler,Laura	Florida Natl. Guard Grant - AC	Coordinator II, Project
7/1/10-6/30/11	Kirchgraber,Todd A.	Florida Natl. Guard Grant - AC	Program Director I
7/1/10-6/30/11	McKanna,Thomas F.	Florida Natl. Guard Grant - AC	Mgr.,Bus. Systems&Accounting
7/1/10-6/30/11	Miller,Michael P.	Florida Natl. Guard Grant - AC	Coordinator II, Project
7/1/10-12/20/10	Peterson,Carlene M.	Florida Natl. Guard Grant - AC	Coordinator II, Project
7/1/10-6/30/11	Sherman,Tiffani L.	Florida Natl. Guard Grant - AC	Producer, NTPI
7/1/10-6/30/11	Walker,Gail E.	Florida Natl. Guard Grant - AC	Coordinator II, Project
7/1/10-6/30/11	Writt,Jeremy L.	Florida Natl. Guard Grant - AC	Coordinator I, Project
7/1/10-6/30/11	Brumbaugh,Doug	NTPI/WMD Grant - AC	Videographer
7/1/10-6/30/11	Drooger,Jennifer L.	NTPI/WMD Grant - AC	Project Technologist
7/1/10-6/30/11	Ferrazano,Jamie P.	NTPI/WMD Grant - AC	Supv, Computer Operations
7/1/10-6/30/11	Hall Jr,Charles	NTPI/WMD Grant - AC	Coordinator, Distance Learning
7/1/10-6/30/11	Jeffries,Jane L.	NTPI/WMD Grant - AC	Coordinator II, Project
7/1/10-6/30/11	Kolenda,James J.	NTPI/WMD Grant - AC	Producer, NTPI
7/1/10-6/30/11	Littlewood,Christopher S.	NTPI/WMD Grant - AC	Coordinator II, Project
7/1/10-6/30/11	Long,Douglas D.	NTPI/WMD Grant - AC	Producer, NTPI
7/1/10-6/30/11	Meegan,Patrick T.	NTPI/WMD Grant - AC	Videographer
7/1/10-6/30/11	Stevens,Paul J	NTPI/WMD Grant - AC	Project Technologist
7/1/10-6/30/11	Swift,Christopher	NTPI/WMD Grant - AC	Project Technologist
7/1/10-6/30/11	Thillet,Keren	NTPI/WMD Grant - AC	Project Technologist
7/1/10-6/30/11	Veloff,Steven J	NTPI/WMD Grant - AC	Project Technologist
7/1/10-6/30/11	Williams,Yvonne G	NTPI/WMD Grant - AC	Curriculum Designer
7/1/10-6/30/11	Hinnant,Crystal	RCPI/COPS Grant - AC	Coordinator I, Project
7/1/10-6/30/11	Risberg,Chrissy	Health Information Mgmt HC	Project Technologist

**REHIRE Temporary/Supplemental**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
6/16/2010	Accetta,Joseph F	Fire Science AC	Instructor- Temporary Non-Cred
6/10/2010	Barna,Leslie A.	Education & Student Svcs DO	OPS Career Level 7
6/20/2010	Brief,Michael R	Fire Science AC	Instructor- Temporary Non-Cred
6/16/2010	Bruni Jr,Joseph V	Fire Science AC	Instructor- Temporary Non-Cred
6/17/2010	Bueller,David J.	Distance Learning TV SE	Instructor - Temporary Credit
5/29/2010	Callahan,Thomas J.	Course/Curriculum VEA - DO	Instructor- Temporary Non-Cred
6/17/2010	Cannon,Deborah S	Distance Learning TV SE	Instructor - Temporary Credit
6/12/2010	Carr,Julie L	Provost SE	Counselor- Temporary
5/31/2010	Carter,Valerie L.	Education & Student Svcs DO	Lump sum -Spec.Proj.
6/3/2010	Carver,Eric H	BA Programs/UPC	Lump sum -Spec.Proj.
7/1/2010	Cochran,Craig A	Allstate Center Provost	OPS Career Level 2
5/29/2010	Collins,Frank P	Course/Curriculum VEA - DO	Instructor- Temporary Non-Cred
6/1/2010	Deasaro,Mark	Criminal Justice AC	Instructor- Temporary Non-Cred

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

6/1/2010	Dibuono,Michael	Criminal Justice AC	Instructor- Temporary Non-Cred
5/29/2010	Eldridge,Deborah C	Natural Science SE	Lump sum -Spec.Proj.
6/7/2010	Fellona,Michelle O	BA Programs/UPC	Lump sum -Spec.Proj.
6/1/2010	Gaunt,John C.	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
6/1/2010	Gaunt,John C.	Criminal Justice AC	Instructor- Temporary Non-Cred
6/6/2010	Grey,Cynthia A.	Education & Student Svcs DO	Lump sum -Spec.Proj.
6/1/2010	Grimshaw,Kimberly S	Lifelong Learning NC - AC	Instructor- Temporary Non-Cred
5/29/2010	Hanson,Carol W.	Course/Curriculum VEA - DO	Instructor- Temporary Non-Cred
5/29/2010	Hanson,Michael M	Course/Curriculum VEA - DO	Instructor- Temporary Non-Cred
5/31/2010	Heier,Barbara J.	Education & Student Svcs DO	Lump sum -Spec.Proj.
6/19/2010	Hemingway,Princess S.	College Reach Out Program DO	Other Professional- Temporary
6/16/2010	Huffman,Lawrence M	Fire Science AC	Instructor- Temporary Non-Cred
6/29/2010	Hughes De Sousa,Kathleen	BA Programs/UPC	Lump sum -Spec.Proj.
6/7/2010	Johnson,Alan K	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
6/26/2010	Linares,Alexander	Student Activities CL	Federal Work Study Student
6/12/2010	Mackiewicz,John W.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
7/1/2010	Mahoney,Maureen	Ethics TS	Non Instr Supplement-Not ECH
6/1/2010	McDonald,Stephanie J	Lifelong Learning NC - AC	Instructor- Temporary Non-Cred
6/16/2010	Mitchell,Daphne F.	Counseling & Advisement CL	OPS Career Level 7
6/17/2010	Munce,Nancy	Distance Learning TV SE	Supplemental Instr - Credit
5/29/2010	Munyon,Pamela J	Course/Curriculum VEA - DO	Instructor- Temporary Non-Cred
6/26/2010	Nguyen,Uyen Nhat	Natural Science SPG	Student Assistant
6/14/2010	Novikov,Philippe Dimitri	Fine & Applied Arts SPG	OPS Career Level 1
6/16/2010	OConnor,Kevin F	Fire Science AC	Instructor- Temporary Non-Cred
6/16/2010	Perez,Tony	Fire Science AC	Instructor- Temporary Non-Cred
6/1/2010	Powers,Toni M	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
6/6/2010	Rib,Wendy June	Education & Student Svcs DO	Lump sum -Spec.Proj.
6/7/2010	Rosenberg,Etta H	Student Support Services - SP	Instructor- Temporary Non-Cred
6/16/2010	Schonborn,Brian P	Fire Science AC	Instructor- Temporary Non-Cred
6/20/2010	Sclafani,Louis R.	Fire Science AC	Instructor- Temporary Non-Cred
6/16/2010	Shedler,Alan	Fire Science AC	Instructor- Temporary Non-Cred
6/2/2010	Smith,Nancy F.	Fine & Applied Arts SPG	Lump sum -Spec.Proj.
6/7/2010	Steele,Michael A.	Student Support Services - SP	Instructor- Temporary Non-Cred
6/1/2010	Tapia,Richard	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
7/1/2010	Tinson,Shantrice Nicole	Associate Provost CL	Federal Work Study Student
6/16/2010	Townsend,William C	Fire Science AC	Instructor- Temporary Non-Cred
6/21/2010	Trede,Teri A	BA Programs/UPC	Lump sum -Spec.Proj.
5/29/2010	Williams,Joyce D.	Course/Curriculum VEA - DO	Instructor- Temporary Non-Cred

**TRANSFER/PROMOTION Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
6/12/2010	Anstadt,Melissa M.	BA Programs/UPC	Academic Advisor - BA
6/7/2010	Avren,Beverly	President Support	Executive Staff Assistant
5/29/2010	Cole,Angela J	Education & Student Svcs DO	International Student Officer

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

6/28/2010	Cullinan,Bobbi L	District Library DO	Administrative Specialist II
6/12/2010	DeCarlo,Sandra L	Student Support Services SE	Generalist, MAP
5/29/2010	Donald,Ann C	Counseling & Advisement SPG	Senior Staff Assistant
6/12/2010	Gann,Welcita M.	Student Support Services SE	Generalist, MAP
6/12/2010	Kessing,Renee Voytas	Student Support Services SE	Generalist, MAP
6/14/2010	Long,Janice	Student Support Services SE	Generalist, MAP
5/29/2010	Rickerman,Elizabeth A	Provost HC	Academic Staff Assistant
6/12/2010	Shears,Brenda C.	Provost SE	MAP Coordinator
6/28/2010	Sintes,Nicholas M.	Scholarships/Stu Fin Assist CL	Scholar&Stu Fin Assist Officer
6/12/2010	Wachtel,Jeanne E	BA Programs/UPC	Academic Advisor - BA

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

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
6/25-6/29/10	Almodovar, Luis	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
6/25-6/28/10	Camacho,Gilben	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
	Ortiz, Alfonso Diaz	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
	Montero, Jaime Ramos	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
	Perez,Miguel	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
	Reyes,Carlos	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred

Travel to Guayana, 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.

7/10-7/16/10 Taranto, Vernon Fine & Applied Arts SPG Instructor

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.

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 0715105

Board Material Relating to  
Agenda Item VII-F.2  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Extension of Aetna Administrative Services**

**Approval is sought for a one-year extension of the Aetna Administrative Services Agreement, through September 30, 2011.**

The per-employee-per-month administrative fees to the College are dropping:

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

	<u>2009-10</u>	<u>2010-11</u>
Aetna Select plan (medical)	\$45.93	\$41.90
Choice II (medical)	\$47.33	\$41.90
Dental	\$ 4.45	\$ 3.95

This results in the annualized administrative services fees changing as follows:

	<u>2009-10</u>	<u>2010-11</u>
Total Projected Fees	\$776,906	\$704,756

In addition, Aetna is offering St. Petersburg College a \$50,000 wellness allowance, which can be used for such things as on-campus biometric screenings, flu shots, employee health fairs and wellness incentives.

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

Attachment

pcj0702102

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

#### Administrative Service Fees

##### ASC

The Board of Trustees of St. Petersburg College  
Renewal Period: 10/1/10 through 9/30/11

Contractholder Number - 727667

- The below Administrative Service Fees will become effective 10/1/10.
- The below ASC fees assume that Aetna will be Claim Fiduciary.
- Simple Steps to a Healthier Life is included in the below ASC fees.
- Aetna Health Connections is included in the below ASC medical fees.
- MedQuery with Standard Member Messaging is included in the below ASC medical fees.
- Personal Health Record is included in the below ASC medical fees.
- Rx Check is included in the below ASC medical fees.
- Save a Copay is included in the renewal and will be billed quarterly through claim wire.
- Wellness Allowance of \$50,000 is included.

##### Service Fee Comparison

###### Projected Number of Enrolled Employees

Aetna Select/APM	1198
Choice II/APM	78
Dental	1333

	Current Period 10/1/09-9/30/10	Projected Period 10/1/10-9/30/11
<b>Administrative Service Fees as Billed</b>		
Aetna Select/APM (PEPM)	45.93	41.90
Choice II/APM (PEPM)	47.33	41.90
Dental (PEPM)	4.45	3.95
<b>Administrative Service Fees as Total Contract Period Dollars</b>		
Total Service Fee	775,773	704,757

Board Material Relating to  
Agenda Item VII-F.3  
Meeting: July 22, 2010

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

#### **Health Insurance Benefits for Employees**

**Confirmation is sought for the following health insurance plan changes (contingent upon approval of item VII-F.2) for the plan year October 1, 2010 - September 30, 2011.**

St. Petersburg College will, for each covered member, pay 100% of the co-pays for:

- one routine adult physical exam/immunizations
- one routine well-child exam/immunizations
- one routine gynecological care exam

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

- one routine digital rectal exam/prostate-specific Antigen test (males age 40 and over)
- one routine eye exam

It is hoped that by removing financial barriers to routine exams, employees will be more likely to visit their doctors before serious health issues emerge. In the long-term, having employees become more proactive about their health should help drive down overall health insurance costs to the College. Total claims for 7/1/09-6/30/10 are expected to reach \$12-million, a year-over-year increase of about 15 percent.

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

pcj0702103

Board Material Relating to  
Agenda Item VII-F.4  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Disability Insurance Carrier**

**Approval is sought for a one-year extension of the agreement with Assurant Employee Benefits as a provider of short-term and long-term disability insurance.**

Assurant Employee Benefits will provide ongoing short-term and long-term disability insurance as a voluntary benefit for budgeted employees, at no cost to the College. The rates for this coverage will remain the same for the period of October 1, 2010 through September 30, 2011. The agreement for this period also allows for:

- No proof of insurability required for full-time employees who enroll within 30 days of being eligible.
- Increased monthly benefit from \$3,000.00 to \$5,000.00, depending on the enrollee's annual salary.



## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

student to the ecology and management of wetlands habitats. It will introduce the physical, biological and chemical factors that influence wetlands, as well as variations in these factors that serve to differentiate different wetlands types. The course will also introduce past and present representative legislation that impacts wetland preservation and management. 47 contact hours.

- GEB 2112      **INTRODUCTION TO ENTREPRENEURSHIP**      3 credits  
This is a practical course designed to assist students in determining if they have the traits and skill set to be entrepreneurs. It is designed for students who think they may want to start a business for the first time or for those already in business seeking to expand or diversify. Emphasis will be placed on the practical aspects of creating and running a business and on teaching the skills and tools for effective decision making. Topics will include: feasibility studies, SWOT analysis (strengths, weakness, opportunities, threats), market research, opportunity recognition, idea and product development, team formation, resource funding, and basics for business plan development. 47 contact hours.
- GEB 2131      **ENTREPRENEURSHIP MANAGEMENT**      3 credits  
This course seeks to provide the knowledge, skills and tools for students to successfully plan, design and manage a new business venture. It is intended for those students considering self-employment for the first time or for those who are already committed as entrepreneurs. The processes of launching an entrepreneurial venture and learning the skills and techniques necessary for effective management, growth and exit strategy will be covered in the course. Students will analyze the decision making models and strategies and apply them in the management of business ventures. 47 contact hours.
- GIS 2040      **INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS**      3 credits  
Prerequisite: (ENC 0020, REA 0002 and MAT 0024) or (EAP 1695 and MAT 0024). This course will introduce the student to the use of Geographic Information Systems (GIS) in spatial data exploration, map layout creation, and data editing and analysis. This is a survey-level course that assumes no prior knowledge of GIS. Topics covered will include the applications of GIS in various fields, the structure of the ArcGIS platform, the use of different tools to explore and modify spatial data, and the analysis of spatial data to answer “real world” questions. 47 contact hours.
- HUS 3323      **ISSUES IN MENTAL HEALTH**      3 credits  
Prerequisites: HSA 3104 and admission to Health Services Administration BAS. This course will examine the concepts of mental health and mental disorders from



## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

a variety of perspectives within a social context. Students will explore the incidence and prevalence of mental illnesses in the U.S., the social consequences of mental illness, such as stigma, marginalization, and isolation, barriers to care, and strategies for treatment and resolution of mental health issues and illnesses. Students will examine the role of social factors in the etiology and treatment of issues intertwined with mental health. 47 contact hours.

- MAN 4721 POLICY AND STRATEGY 3 credits  
Prerequisite: Admission to Business Administration BS and completion of all major (core) courses in the Business Administration BS Program. This course provides the opportunity for the student to demonstrate that he/she has learned the material from the program and can apply it in the real world. It should be taken during the student's last semester at the College. It provides the student the opportunity to develop a strategy to solve a problem dealing with current management, marketing, and financial issues. This course is the Capstone course before graduation. This is a 16 week course offered in fall and/or spring semesters only. 47 contact hours.
- ZOO 3307C VERTEBRATE ZOOLOGY WITH LAB 4 credits  
Prerequisite: BSC 2010, BSC 2010L, BSC 2011 and BSC 2011L. The major emphasis of this course focuses on the classification, evolution and biodiversity of vertebrates. Coverage of each taxonomic group will include discussion of characteristics, systematics, taxonomy, evolution, paleontology, biogeography and unique morphological, physiological, ecological and behavioral adaptations. This course is a combined lecture and lab class. 92 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.)

- ART 1300C DRAWING I 3 credits  
This course is an introduction to basic drawing skills, concepts and processes through a structured learning situation. Various media are used. Course may be taken up to three times for credit. 92 contact hours.  
Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.
- ART 1330C DRAWING II 3 credits  
Prerequisite: ART 1300C. This course is an in-depth study of drawing with an emphasis upon classical drawing ideals and techniques as they pertain to the

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

depiction of the human figure and organic form. Course may be taken up to three times for credit. 92 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

#### ART 1701C SCULPTURE I 3 credits

Prerequisite: ART 1203C or approval of program ~~director~~ administrator. This course covers the problems and techniques of applied three-dimensional design with an emphasis on the use of materials and tools. Students will be introduced to the basic methods of casting, carving, modeling, and assemblage. The creative aspects of the sculptural process will be emphasized by broadening the student's concept development and sensitizing the student to the materials and techniques involved in the sculptural process. Students will become familiar with the basic vocabulary associated with sculpture. Students will discuss and apply issues of contemporary critical art theory within the context of their project work. Course may be taken up to three times for credit. 92 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

#### ART 1750C CERAMICS I 3 credits

This course presents the basic concepts of ceramic design, as well as the various methods of construction and firing pieces. ~~May be repeated once for credit.~~ Course may be taken up to three times for credit. 92 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

#### ART 1751C CERAMICS II 3 credits

Prerequisite: ART 1750C or permission of ~~instructor~~ program administrator. This course is an extension of ART 1750C. This course addresses advanced throwing techniques, creative handbuilding, glaze formulation, and firing processes. ~~Six class and studio hours. (May be repeated once for credit.)~~ 92 contact hours. Course may be taken up to 3 times for credit.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

#### ART 2400C PRINTMAKING I 3 credits

Prerequisite: ART 1300C. This course is an exploration of figure/ground theory as related to 2D visual design and picture making. Basic skills in relief printing (linocut, woodcut, collograph, etc.) will be explored. Also included will be painterly processes such as monoprints. ~~Six class and studio hours per week. (May~~

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

~~be repeated once for credit.)~~ Course may be taken up to three times for credit. 92 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

ART 2500C PAINTING I 3 credits

Prerequisite: ART 1201C and ART 1300C. This course is an introduction to the materials, techniques and concepts of painting through a structured learning situation. ~~Six class and studio hours per week.~~ Course may be taken up to three times for credit. 92 contact hours

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

ART 2501C PAINTING II 3 credits

Prerequisite: ART 2500C. This course is a continuation of Painting I with an emphasis on individual development. ~~Six class and studio hours per week.~~ Course may be taken up to three times for credit. 92 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

ATE 1301 BASICS OF VETERINARY MANAGEMENT 3 credits

Prerequisites: (ENC 0020 and REA 0002 and MAT 0024) or (EAP 1695 and MAT 0024) or appropriate scores on the SPC Placement Test. This course will guide the student in an overview of the components necessary to manage any veterinary hospital. 47 contact hours or equivalent.

Rationale: This change requires students taking this course meet the eligibility requirements to take college-level courses at St Petersburg College.

ATE 1302 LEGAL ISSUES FOR THE VETERINARY HOSPITAL 3 credits

Prerequisite: ~~REA-0004~~ (ENC 0020 and REA 0002 and MAT 0024) or (EAP 1695 and MAT 0024) or appropriate scores on the SPC Placement Test. This course will guide the student in the study of legal issues with an emphasis on the legal aspects of veterinary hospitals. 47 contact hours or equivalent.

Rationale: This change requires students taking this course meet the eligibility requirements to take college-level courses at St Petersburg College.

ATE 1303 MARKETING FOR THE VETERINARY HOSPITAL 3 credits

Prerequisites: (ENC 0020 and REA 0002 and MAT 0024) or (EAP 1695 and MAT 0024) or appropriate scores on the SPC Placement Test. This course will help the student to plan, organize, direct and evaluate marketing programs for a

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

small business with an emphasis on the veterinary hospital. It will give the student a basic understanding of the marketing aspects of veterinary practices. 47 contact hours or equivalent.

Rationale: This change requires students taking this course meet the eligibility requirements to take college-level courses at St Petersburg College.

ATE 1304 VETERINARY FINANCIAL ACCOUNTING 3 credits

Prerequisites: (ENC 0020 and REA 0002 and MAT 0024) or (EAP 1695 and MAT 0024) or appropriate scores on the SPC Placement Test. This course will guide the student in the study of veterinary financial accounting with an emphasis on measuring, communicating and interpreting financial activity in the veterinary hospital with an emphasis on managing cash flow and planning. 47 contact hours or equivalent.

Rationale: This change requires students taking this course meet the eligibility requirements to take college-level courses at St Petersburg College.

ATE 1364 LEADERSHIP IN THE VETERINARY OFFICE 3 credits

Prerequisites: (ENC 0020 and REA 0002 and MAT 0024) or (EAP 1695 and MAT 0024) or appropriate scores on the SPC Placement Test. This course focuses on the development of leadership skills. It provides a basic understanding of leadership and group dynamics theory and will assist the student in developing a personal philosophy of leadership and an awareness of the moral and ethical responsibilities of leadership. Topics include decision making, leadership ethics, goal formation, building trust, empowering others, conflict resolution, and managing organizational change. The course will integrate readings from contemporary multi-cultural writing and experiential learning exercises with current leadership theories and practices. 47 contact hours or equivalent.

Rationale: This change requires students taking this course meet the eligibility requirements to take college-level courses at St Petersburg College.

ATE 2349 VETERINARY HOSPITAL OPERATIONS 3 credits

Prerequisites: Admission to the Veterinary Technology CT program (ENC 0020 and REA 0002 and MAT 0024) or (EAP 1695 and MAT 0024) or appropriate scores on the SPC Placement Test. This course is designed to provide students with an understanding of best practices in veterinary-hospital operations. 47 contact hours or equivalent.

Rationale: This change requires students taking this course meet the eligibility requirements to take college-level courses at St Petersburg College.

EAP 0200 BASIC LISTENING/SPEAKING 3 credits

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

This course is offered to students with an appropriate score on the standardized placement test for ESL. The course develops the students' ability to comprehend spoken English at a normal rate of speech and to express themselves accurately in a variety of situations. Emphasis is on listening for content, intonation, and rhythm patterns, imitating native speakers of English, and choosing appropriate expressions to handle everyday social encounters. 62 contact hours. (NOTE: Credit received for EAP 0200 cannot be used toward graduation.)

Rationale: These changes are the recommendations of faculty who met together to review all of the submitted Course Design Checklists for this course as part of the Three-Year Course Review.

EAP 0300 INTERMEDIATE LISTENING/SPEAKING I 3 credits

Prerequisite: EAP 0200 or an appropriate score on the standardized placement test for ESL. In this course students will further develop the ability to comprehend spoken English and to express themselves more accurately and fluently on a variety of social and academic topics. They develop speaking and listening skills necessary for participating in classroom discussions with an emphasis on clarification through rewording and asking questions. Emphasis is on active listening for discrete points and main ideas and summarizing. 62 contact hours. (NOTE: Credit received for EAP 0300 cannot be used toward graduation.)

Rationale: These changes are the recommendations of faculty who met together to review all of the submitted Course Design Checklists for this course as part of the Three-Year Course Review.

EAP 0400 INTERMEDIATE LISTENING/SPEAKING II 3 credits

Prerequisite: EAP 0300 or an appropriate score on the standardized placement test for ESL. In this course students will continue to develop speaking and listening skills necessary for participation in classroom discussions, oral presentations, ~~with an introduction to oral presentation~~ and an introduction to critical listening skills. Emphasis is on active listening for discrete points and main ideas, note taking, summarizing, and giving prepared and extemporaneous speeches. 62 contact hours. (NOTE: Credit received for EAP 0400 cannot be used toward graduation.)

Rationale: These changes are the recommendations of faculty who met together to review all of the submitted Course Design Checklists for this course as part of the Three-Year Course Review.

EAP 1595 ADVANCED ENGLISH AS A SECOND LANGUAGE I 9 credits

Prerequisite: EAP 0495 or an appropriate score on the standardized placement test for ESL. The fourth of five ESL courses, this college preparatory course is

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

designed to enhance advanced skills in reading, writing, structure, and vocabulary building. Students develop the ability to write ~~basic~~, structured academic essays with an emphasis on accuracy and cohesiveness and execute other academic writing tasks. They develop the ability to comprehend lengthier texts on diverse academic topics by applying appropriate reading strategies, and they develop the ability to use complex grammatical structures appropriate to effective academic ~~presentations~~ discourse, including discussions and essays. Group interaction, critical thinking skills, and appreciation of cultural differences in learning approaches are incorporated in instructional techniques. 137 contact hours. (NOTE: Credit for EAP 1595 cannot be used toward graduation.)

Rationale: These recommendations are the result of a college-wide EAP faculty committee's review of courses for Three-Year Course Review.

#### EDE 4226      INTEGRATED LANGUAGE ARTS, CHILDREN'S LITERATURE, AND SOCIAL SCIENCES      2-4 credits

Prerequisites: ~~for all College of Education BS programs:~~ EDF 3214, RED 3309, EDE 4304, EDE 4943 and admission to Elementary Education with Reading BS, Exceptional Education with Reading, Elementary Education BS, Exceptional Education BS, Canadian EPI, Elementary Education EPI, or Exceptional Education EPI. Additional Prerequisites: EDG 3620 for Elementary Education majors and EEX 3241 for Exceptional Education majors. Co-requisite: EDE 4942. This course is designed to help preservice teachers teach the social sciences through the language arts, children's literature, and the creative arts. By using an integrated curricular approach, preservice teachers acquire competencies in subject area content as well as pedagogical strategies for these disciplines. In addition, the course prepares preservice teachers to teach using a thematic approach so that K-6 learners understand connections across curricular areas. This course is enriched through the creative arts, including art, music, drama, and dance and addresses the sunshine state standards in these specific areas. 62 contact hours.

Rationale: Update Prerequisites to aid in registration, and MLOs and COs to reflect higher order thinking skills.

#### EDE 4421      EVALUATION IN ELEMENTARY EDUCATION      2 credits

Prerequisites: EDF 3214, EDF 4430 and admission to the Elementary Education with Reading BS, Elementary Education BS, or Elementary Education EPI or admission to Initial Certification. This course is designed to extend the knowledge base acquired in Measurement, Evaluation and Assessment in Education K-12 to focus on the evaluation of measurement in grades K-6. Teachers learn the

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

principles needed to interpret and understand all types of standardized and non-standardized assessment tools. 32 contact hours.

Rationale: This course was reviewed as part of the three year review cycle. MLOs and COs were evaluated and aligned with higher order thinking skills. It is also in alignment with the Florida Educator Accomplished Practices to prepare teacher candidates to successfully pass the Florida Teacher Certification Examination.

- EDF 3660      EDUCATION AND PUBLIC POLICY IN THE UNITED STATES      3 credits  
Prerequisite: Admission to the Educational Studies BS or Public Policy and Administration 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.  
Rationale: Updated Prerequisites to add new BS program.
- EDF 4932      SENIOR CAPSTONE FOR EDUCATIONAL STUDIES      4 credits  
Prerequisite: EDF 4490 and 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.  
Rationale: EDF 4490 was added as a prerequisite to insure that students were prepared for the rigor of this course.
- EDG 3410      CLASSROOM MANAGEMENT AND COMMUNICATION K-12      2 credits  
Prerequisite: Admission to Middle Grades General Science BS, 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, Middle Grades Math Education BS, Secondary Math Education BS, or Technology Education BS, and ((EDF 3214 or DEP 3305)) OR Topic #2 (admission to Initial Certification, Canadian EPI, Elementary Education EPI, Exceptional Education EPI, Secondary Math EPI, Middle Grades Math EPI, Middle Grades Science EPI, or Secondary Science EPI.) This course covers basic skills and knowledge for creating a

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

learning environment that encourages positive social interaction and effective communication among members of the learning community. The course emphasizes attitudes, language patterns, values, and behaviors for eliciting and maintaining student learning as well as on-task behaviors. The course also includes methods and strategies for consulting with other school professionals and parents. 32 contact hours.

Rationale: Course was due for three year review. MLOs and COs were updated to reflect higher order thinking skills.

- EDG 4343      COGNITIVE STRATEGIES INSTRUCTION IN CLASSROOM      3 credits  
Prerequisite: DEP 3305 or EDF 3214 (and admission to the Middle Grades Math Education BS, Middle Grades Science Education BS, Middle Grades Math EPI or Middle Grades Science EPI). Co-requisite: EDG 4943. This course is designed for middle grades pre-service teachers to develop reflective practice in the areas of communication, planning, instruction, and assessment. In this course, pre-service teachers will learn how to help middle grade learners (grades 5-9) acquire essential meta-cognitive strategies and responsible behaviors to prepare them for high school. 47 contact hours.  
Rationale: Included new prerequisites for this course and textbooks. Updated MLOs and COs to reflect higher order thinking skills.
- EEC 3009      FOUNDATIONS OF EARLY CHILDHOOD CARE AND EDUCATION:  
BIRTH TO AGE 8      3 credits  
Prerequisite: ~~EEC 3403~~ and Admission to Educational Studies. 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.  
Rationale: Updated prerequisites.
- EEC 3204      CURRICULUM IN EARLY CHILDHOOD EDUCATION:  
BIRTH TO AGE 8      3 credits  
Prerequisite: ~~EEC 3403~~ and a Admission to the 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.



## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Rationale: Updated prerequisites.

- EEX 3280 CAREER/VOCATIONAL ASSESSMENT AND INSTRUCTIONAL PLANNING 1 credit  
Prerequisite: EEX 3012 and Admission to Exceptional Student Education with Reading BS, Exceptional Student Education BS, ~~Program (ESED-BS)~~ or Exceptional Student Education EPI Impact Program. This course will give prospective teachers an understanding of how exceptional students move successfully from the school and work environment to the community environment which best meets their needs. 17 contact hours.  
Rationale: This course was due for a three year review. Prerequisites were updated. MLOs and COs were updated to reflect higher order thinking skills.
- EEX 4261 CURRICULUM AND INSTRUCTIONAL STRATEGIES FOR STUDENTS WITH BEHAVIORAL DISORDERS AND SPECIFIC LEARNING DISABILITIES 1-4 credits  
Prerequisites: EEX 3012, EEX 3241, EEX 4221, and EEX 4604 and admission to Exceptional Student Education with Reading BS or Exceptional Student Education BS. This course addresses curriculum, materials, effective strategies and technologies available to teach students with ~~behavioral disorders and specific learning disabilities~~ mild or moderate disabilities. Learning theory and strategies are analyzed and applied. This course emphasizes basic knowledge and skills for establishing and maintaining order in the classroom, problem-solving, and developing social skills. It includes a minimum of fifteen (15) school-based hours of observation/teaching in an exceptional educational setting(s). 62 contact hours.  
Rationale: This course was due for a three year review. Prerequisites, MLOs and COs were updated to reflect the higher order thinking skills embedded in the course.
- FIN 4504 INVESTMENTS 3 credits  
Prerequisite: FIN 3403 and admission to the Banking BAS 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.  
Rationale: The objectives of the course are being updated to reflect managing and maintaining investments in the online/Internet environment.
- HUS 2550 SOCIAL SERVICES AND THE DISENFRANCHISED 3 credits

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

~~Prerequisites: HUS 1111 and PSY 1012.~~ This course is designed to give students an in-depth understanding of forces that impact minority and other disenfranchised families in America. Emphasis will be given to historical trends, social stratification, and current status. Additionally, the effects of perceptions and misconceptions on minority and other disenfranchised families will be considered. The primary purpose of this course is to prepare professionals to work effectively with individuals who are ethnically, culturally, and racially different. 47 contact hours.

Rationale: HUS 1111 and PSY 1012 are not necessary prerequisites for successful completion of HUS 2550. HUS 2550 is a required course in an ATD program that does not require PSY 1012.

- ISM 3011      MANAGEMENT INFORMATION SYSTEMS      3 credits  
Prerequisite: Admission to Public Safety Administration BAS, Business Administration BS, Public Policy and Administration BS, or Educational Studies BS program. This course provides a framework for managers to understand the important role of technology and information systems and emphasizes the importance of working effectively with all members of the organization to achieve successful business outcomes. The student will be introduced to technology and information systems terminology and will be expected to understand the business implications of information technology. Real world examples using case studies, practical exercises, and research assignments will show future managers how information technology can be applied to improve organizations. 47 contact hours.  
Rationale: Updated Prerequisites to add new BS program.
- MAC 1106      COMBINED COLLEGE ALGEBRA/PRECALCULUS      5 credits  
Prerequisite: MAT 1033 or appropriate score on the SPC mathematics placement test. This course covers major topics to include: function and relations including domain and range, operations on functions, and inverse functions; polynomial, rational and other algebraic functions, their properties and graphs; polynomial, absolute value, and rational equations and inequalities; exponential and logarithmic functions, their properties and graphs; solving systems of equations and inequalities, matrices, and determinants; piecewise-defined functions; conic sections; sequences and series; applications such as curve fitting, modeling, optimization, and exponential and logarithmic growth and decay; mathematical induction; binomial theorem and applications. Credit is not given for both MAC 1106 and either MAC 1105 or 1140. 77 contact hours.  
Rationale: To align with the stated objectives in MAC 1105 and MAC 1140 of which this course is a combination.

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

- MAD 2104 DISCRETE MATHEMATICS 3 credits  
Prerequisite: MAC 2311 or consent of instructor. This course is designed for those students who are majoring in computer science, engineering, mathematics and other highly technical fields. Topics include formal logic, set theory, combinatorics, mathematical induction, relations and functions, recursion, and graph theory. 47 contact hours.  
Rationale: Corrections were made regarding repeated use of words.
- MAE 4330 INSTRUCTIONAL METHODS IN SECONDARY MATHEMATICS WITH TECHNOLOGY 3 credits  
Prerequisite: Admission to (Secondary Math Education and Corequisite: MAE 4942) or (Secondary Math EPI and Corequisite MAE 4942) or Initial Certification. ~~Admission to Mathematics BS program (MTSED BS) or Impact program. Corequisite: MAE 4942.~~ This course is designed for students who are majoring in secondary mathematics education or middle grades math education and is offered concurrently with Instructional Methods in Secondary Mathematics with Technology Practicum. This course addresses the required instructional methods, techniques, strategies, resources, and assessment considerations for effective teaching of secondary mathematics. It also incorporates appropriate technology to support the learning of mathematics. This course addresses specific Sunshine State Standards, subject matter competencies, and pedagogy pertinent to the discipline and required for certification. 47 contact hours.  
Rationale: Course was due for a three year review. MLOs and COs were updated to reflect the higher level of thinking that occurs. Prerequisite was updated.
- MAN 3301 PUBLIC PERSONNEL MANAGEMENT 3 credits  
Prerequisite: Admission to the Public Safety BAS Program, Public Policy and Administration BS Program, or ~~permission of the Dean or admission to the EDST Educational Studies BS program.~~ This course will provide the student an examination of the services that are provided by a manager of a human resources department. The student will be introduced to the legal issues associated with personnel management, staffing, development, compensation and benefits, and labor relations. 47 contact hours.  
Rationale: Updated Prerequisites to add new BS program.
- MAN 4102 MANAGING CULTURAL DIVERSITY 3 credits  
Prerequisite: Admission to Banking BAS, Technology Management BAS, International Business BAS, Management & Organizational Leadership BAS, Health Services Administration BAS, Health Services Administration BASPR, Public Policy and Administration BS or Educational Studies BS. This course

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

presents the basic concepts, principles, and techniques associated with leading cultural diversity in the global marketplace. Emphasis will be on the students developing an understanding of the interplay between leadership, cultural diversity, and the global business models. Students will also gain an understanding of how these concepts relate to and are applied in regional markets like Asia, Latin America, Europe, Africa, and the Middle East. 47 contact hours.  
Rationale: Updated Prerequisites to add new BS program.

MAN 4534 BUSINESS ARCHITECTURE AND PROCESS MODELING 3 credits  
Prerequisite: (MAN 3504 and admission to Technology Management BAS) or (HSA 4191 and admission to either Health Services Administration BAS or Health Services Administration BASPR). ~~MAN 3504 or HSA4191 and admission to Technology Management BAS or Health Services Administration BAS, or Health Services Administration BASPR.~~ This course focuses on defining, analyzing, and designing effective business models. Students will learn how to understand, model, analyze, and ultimately design business process modeling and simulation strategies. . Methods used to simulate process performance can reveal implications of process changes, which then can be analyzed and improved to make effective managerial decisions. 47contact hours.  
Rationale: This course is designed for Technology Management. With the growth of the Health Services Administration program, (Health Information Systems), these BAS programs have adopted MAN4534 as one of their courses. HSA4191 - Health Information Systems, one of their primary courses, is being added as a pre-requisite to MAN4534.

MGF 1107 MATHEMATICS FOR LIBERAL ARTS 3 credits  
Prerequisite: MAT 1033 or appropriate score on the SPC mathematics placement test. This course presents topics demonstrating the beauty and utility of mathematics to the general student population and to provide knowledge and skills useful for college, life, and career. The course will include topics related to patterns and reasoning, growth and symmetry, linear and exponential growth, and personal finance; mathematical connections with music, art, architecture and nature will be explored. History of mathematics, critical thinking skills, problem solving strategies and appropriate use of technology will be used throughout the course. This course satisfies three credits of the mathematics requirements outlined in the General Education Requirements, but is not a prerequisite to any other mathematics course. (MGF 1106 and MGF 1107 may be taken concurrently.) 47 contact hours.  
Rationale: This course was changed in compliance with the required curriculum review process that takes place for every approved course outline at St. Petersburg

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

College every three years. This review includes adjustments of format to be consistent with other course outlines, improvements in the course to reflect the input and expertise of the content area faculty members, improvements in wording to clarify objectives, and corrections of grammar.

MGF 1108H HONORS MATHEMATICAL IDEAS AND EXPLORATIONS 3 credits

~~Prerequisite: (Appropriate score on the SPC placement test) or (acceptance into the Honors College) or approval of the program director.~~

Prerequisites: (MAT 1033 or appropriate score on the SPC placement test and acceptance into the Honors College) or (MAT 1033 or appropriate score on the SPC placement test and mathematics departmental approval). The curriculum is designed to provide the student with the knowledge and skills useful for college, life and career. The course will involve problem-based learning about topics that cross disciplines. These topics include probability, statistics, geometry, modeling, and mathematical connections with music, art, architecture, nature and the business world. Critical thinking skills, problem solving strategies and appropriate use of technology will be used throughout the course. 47 contact hours.

Rationale: The prerequisites were changed to reflect current practices in the Honors College and program offices.

MUN 1031 POP MUSIC ENSEMBLE 1 credit

~~Prerequisite: REA 0001.~~ Audition required. Open to both instrumentalists (any instruments) and singers, this course is the study and performance of commercial music. Emphasis is placed on learning a wide variety of popular music styles heard on radio, television, soundtracks and Web-based music distribution systems. Course may be taken up to six times for credit. 47 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned. REA 0001 is being removed from all courses, as we have other “stops” in the system now.

MUN 1032 POP MUSIC ENSEMBLE II 1 credit

Prerequisite: MUN 1031. Open to both instrumentalists (any instruments) and singers, this course is a continuation of Pop Music Ensemble I and is a more advanced study of commercial music performance. Members should be competent on their instruments and/or voice and have fluency in music reading and knowledge of chord symbols. Course may be taken up to six times for credit. 47 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

- MUN 1120 COLLEGE BAND 1 credit  
Audition required. This course is the study and performance of standard band literature. Emphasis is placed on exposure and learning the highest quality literature for winds and percussion through rehearsal and performance. Course may be taken up to six times for credit. 47 contact hours.  
Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.
- MUN 1210 COLLEGE ORCHESTRA 1 credit  
Prerequisite: Audition or permission of ~~instructor~~ program administrator. The College Orchestra provides instrumentalists in the College and community an opportunity to perform works representative of a broad spectrum of orchestral literature, refine techniques of ensemble playing, and present concerts each term. Membership is by permission of the director. Music majors who are string players are required to participate. Course may be taken up to six times for credit. 47 contact hours.  
Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.
- MUN 1310 COLLEGE CHORUS 1 credit  
~~Prerequisite: REA 0001 if degree seeking.~~ Open to all students, non-music majors welcomed. The College Chorus is both a training organization and a performance group. Basic techniques of singing are developed through group and sectional rehearsals. This training and the preparation of works for performance, with the experience inherent in this learning process, take precedence. Basic repertoire and rehearsal techniques, valuable tools in the music profession, are also emphasized. Course may be taken up to six times for credit. ~~45~~ 47 contact hours. ~~May be taken every semester.~~  
Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned. REA 0001 is being removed from all courses, as we have other “stops” in the system now.
- MUN 1340 MADRIGALIANS 1 credit  
Corequisite: MUN 1310. This course is offered as a select choral performance ensemble to those students who have successfully auditioned for the director. Survey and performance of secular choral music from the sixteenth through the twenty-first centuries will be conducted during the semester. Extensive sight-reading of ensemble literature and frequent performances. Open to all students,

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

non-music majors welcomed. Course may be taken up to six times for credit. 47 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

- MUN 1440 PERCUSSION ENSEMBLE 1 credit  
Departmental permission required. This course is the study and performance of literature in the percussion medium. Course may be taken up to six times for credit. 32 contact hours.  
Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.
- MUN 1710 JAZZ BAND 1 credit  
Audition required. This course is the study and performance of instrumental ensemble music in the jazz and popular medium. Course may be taken up to six times for credit. 47 contact hours.  
Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.
- MUN 1718 RHYTHM AND BLUES ENSEMBLE 1 credit  
~~Prerequisite: REA 0001.~~ Audition required. This course is the study and performance of instrumental ensemble music in the Rhythm and Blues genre. Students will be required to play instrumental and vocal music, in a Rhythm and Blues style. Course may be taken up to six times for credit. 47 contact hours.  
Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned. REA 0001 is being removed from all courses, as we have other “stops” in the system now.
- MUN 1810 STEEL DRUM ENSEMBLE 1 credit  
Prerequisite: Departmental permission required. This course involves the study and performance of percussion literature for the steel drum. Course may be taken up to six times for credit. 32 contact hours.  
Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.
- MUN 2004 RECORDING STUDIO ENSEMBLE 1 credit  
~~Prerequisite: REA 0001.~~ Audition required. This course is the study and performance of ensemble music as it is applied in a recording studio setting. Students will be required to play instrumental and vocal music, in a wide variety

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

of genres, for the purpose of recording by production engineers. Course may be taken up to six times for credit. 47 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned. REA 0001 is being removed from all courses, as we have other “stops” in the system now.

- MUO 1001 MUSICAL THEATRE WORKSHOP 1 credit  
Prerequisite: Audition. This is a practical course offering varied experience in the elements of musical theatre. The general repertoire will be surveyed to establish an acquaintance with the literature and one or more works will be produced. A staged production of scenes from one or more works will be presented. Course may be taken up to six times for credit. 32 contact hours.  
Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.
- MUO 2501 OPERA WORKSHOP 1 credit  
Prerequisite: Audition. This course is an analytical study of the elements of opera theatre and is designed for the advanced voice student. The general repertoire is comprised of operatic scenes with emphasis on stage deportment, acting, vocal diction and character interpretation. Course may be taken up to six times for credit. 32 contact hours.  
Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.
- NUR 1001C TRANSITION TO PROFESSIONAL NURSING ~~CLINICAL~~  
~~EXPERIENCE~~ 3 7 credits  
Prerequisite: Admission to the Nursing program and BSC 2086, BSC 2086L with grades of “c” or better. Corequisites: ~~NUR 1001~~ 1060C. ~~This~~ ~~course~~ ~~content~~ focuses on role transition from LPN to RN and concepts and principles of holistic nursing care related to the care of adult clients and childbearing families. Focus is on the continued development of the roles of the nurse through the assimilation and application of theoretical concepts and use of the nursing process in providing care to adult clients and childbearing families who are experiencing commonly recurring actual or potential threats to homeodynamics. Selected advanced nursing skills are introduced. Emphasis is placed on managing the care of clients who are experiencing alterations in the functional dimensions of health in hospital and/or community settings. The student is expected to be able to manage a select number of clients while continuing to develop other nursing roles. This course contains a number of critical behaviors, including medication administration that must be



## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

performed without error by the end of the course to successfully pass the course. This course meets for ~~92 clinical and laboratory~~ 199 hours (62 theory, 30 skills lab, and 107 on-campus lab/clinical).

Rationale: There is a need to enhance the integration of classroom teaching with clinical teaching to assist students in overcoming their tendency for fragmented learning and thinking. Students often have difficulty transferring knowledge learned in the classroom with actual clinical practice. Learning to think like a nurse is facilitated in a learning environment that supports complex, integrated use of knowledge and skills.

#### NUR 1021~~C~~ NURSING I CLINICAL EXPERIENCE

6~~9~~ credits

Prerequisites: Admission to Nursing Program, BSC 2086, BSC 2086L, PSY 1012, with grades of "C" or better. ~~Corequisite: NUR 1021.~~ This course introduces concepts and principles of holistic nursing care. Theory content includes an introduction to understanding a person as a holistic being: the hospitalized adult patient's responses to actual or potential threats to homeodynamics, and the registered nurse's roles to effect or alter client's responses; and an introduction to the helping relationship. This clinical experience is an introduction to the roles of the nurse in applying the fundamentals of holistic nursing care, through utilization of the nursing process, to adult clients with emphasis on the nurse as provider of care. Critical thinking will be fostered through a variety of in class exercises which promote the analysis of data and the development of a nursing care plan. Psychomotor skills required of the nurse are introduced. This includes a short didactic for each skill being introduced, a demonstration of the skill, a time for practice with feedback from the instructor, and testing for mastery of the skill. Clinical experiences include hospitals and nursing homes where the student will apply the fundamentals of holistic nursing care, through the utilization of the nursing process, to adult clients with emphasis on the nurse as provider-of-care. The student will be required to submit a portfolio of specified information to be maintained until graduation. This course contains a number of critical behaviors, including medication administration, ~~that~~ which must be performed without error by the end of the course to successfully pass the course. Course meets for ~~272~~ 319 hours ~~either in campus lab or in clinical settings.~~ (47 theory, 30 skills lab, 242 on-campus lab/clinical).

Rationale: There is a need to enhance the integration of classroom teaching with clinical teaching to assist students in overcoming their tendency for fragmented learning and thinking. Students often have difficulty transferring knowledge learned in the classroom with actual clinical practice. Learning to think like a nurse is facilitated in a learning environment that supports complex, integrated use of knowledge and skills. Conversion to "C" courses shifts the student's focus

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

from two separate courses to one course and sends a message that the knowledge learned has direct and immediate implications to the practical reasoning and clinical judgment required at the bedside. It also reinforces to faculty the need to bring in real live practice situations into the classroom to tap into the student's clinical imagination and to bring theoretical constructs and context into the clinical setting. In a recent landmark research project publication funded by the Carnegie Foundation for the Advancement of Teaching, the separation of theory and clinical was found to serve as a barrier to the integrated learning of student nurses.

#### NUR 1211~~L~~C NURSING II ~~CLINICAL EXPERIENCE~~ 5-6 10 credits

Prerequisites: NUR 1021~~L~~C, ~~NUR 1021L~~, with grades of "C" or better.  
Corequisite: ~~NUR 1211~~, NUR 1142C. This ~~clinical~~ course provides opportunities to learn and apply the principles related to the holistic nursing care of adult clients and childbearing families. Focus is on application of the theoretical concepts and use of the nursing process in providing care to adult clients and childbearing families who are experiencing commonly recurring actual or potential threats to homeodynamics. Emphasis is placed on managing the care of clients who are experiencing alterations in the functional dimensions of health in both hospital and community settings. The student is expected to be able to manage a select number of hospitalized clients while continuing to develop other nursing roles. Selected advanced nursing skills are introduced. This course contains a number of critical behaviors, including medication administration that must be performed without error by the end of the course to successfully pass the course. (~~This course meets for 272 clinical hours over the course of the session.~~) 272 334 contact hours (62 theory, 30 skills lab, 242 on-campus lab or clinical).

Rationale: As per NUR 1021L above.

#### NUR 2462~~L~~C NURSING III ~~CLINICAL EXPERIENCE~~ 6 9 credits

Prerequisites: NUR 1211~~L~~C, ~~NUR 1211L~~ and NUR 1142C with grades of "C" or better or ~~NUR 1001~~, NUR 1001C and NUR 1060C with grades of "C" or better.  
Co-requisite: ~~NUR 2462~~ and NUR 2511C. This ~~clinical~~ course provides opportunities to learn and apply the concepts and principles related to the nursing care of child rearing families and adult clients experiencing complex alterations in the functional dimensions of health. Focus is on continued development of the roles of the nurse nursing through the assimilation and application of theoretical concepts and the use of the nursing process in providing care to child-rearing families and adult clients. Emphasis is on actual or potential threats to homeodynamics. Selected advanced nursing skills are introduced and previous nursing skills must be adapted for use in the treatment of children. Management of

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

the nursing care, of child-rearing families and adult clients in both hospital and community settings, is emphasized. A variety of clinical and community settings are used to further develop nursing roles. This course contains a number of critical behaviors, including medication administration, that must be performed without error by the end of the course to successfully complete this course. ~~(This course meets for 272 clinical hours over the course of the session.)~~ 272 contact hours (47 theory, 30 skills lab, and 242 on-campus lab/clinical).

Rationale: As per NUR 1021L above.

NUR 2731~~C~~ NURSING IV CLINICAL EXPERIENCE 5 ~~8~~ credits

Prerequisite: NUR 2462~~C~~, NUR 2511C, MCB 2010, MCB 2010L, and STA 2023 and any approved Ethics course, all with a grade of "C" or better. Co-requisite: NUR 2734 2813. This course The focuses is on assimilation and synthesis application of holistic nursing the concepts and principles of holistic nursing therapy related to the care of a group of clients patients with experiencing complex or potentially life threatening problems. Holistic care of the chronically, critically and terminally ill clients of various ages throughout the life span and their significant others in the hospital setting and as adapted to the care of clients in community based health care settings is emphasized. Clinical experiences take place in hospitals and community settings. Selected advanced nursing skills are introduced, including but not limited to administration of intravenous medications (IV push) and blood transfusions. Demonstration of roles and competencies of the associate degree graduate nurse at entry level are expected. This course contains a number of critical behaviors, including medication administration, that must be performed without error by the end of the course to successfully pass the course. ~~(This course meets for 225 clinical and laboratory hours.)~~ 225 274 contact hours (47 theory, 22 skills lab, 205 on-campus lab/clinical).

Rationale: As per NUR 1021L above.

PAD 3034 SURVEY OF PUBLIC POLICY 3 credits

Prerequisite: Admission to the PSA-BAS program, Public Policy and Administration BS program or ~~EDST~~-Educational Studies BS program. This course will provide the student broad exposure to public policy issues. Emphasis will be placed on determining public need and providing service delivery through program research and community input supported by budgeting and funding. Learning will be directed toward total service delivery models involving multidisciplinary approaches. 47 contact hours.

Rationale: Updated Prerequisites to add new BS program.

PAD 4204 PUBLIC FINANCE 3 credits

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Prerequisite: Admission to the Public Safety Administration BAS program or Public Policy and Administration BS program. This course will provide the student with a firm understanding of all elements of public finance, from budget development to finance management, and from procurement to accounting and auditing. In addition, the course will explore alternative sources of public safety funding available to local government entities. A key component of the course will be the student's preparation and presentation of a budget for a model city. 47 contact hours.

Rationale: Updated Prerequisites to add new BS program.

PAD 4603 ADMINISTRATIVE LAW 3 credits

Prerequisite: Admission to the Public Safety Administration BAS program or Public Policy and Administration BS program. This course will examine the workings of Administrative Agencies with an emphasis on their power to make and enforce rules along with their power to investigate and adjudicate alleged violations. Particular focus will be placed on the means by which government administrators interact with these agencies. In addition to understanding the role of administrative agencies, the course will focus on using research skills to examine the constantly-changing rules that are promulgated by administrative agencies. 47 contact hours.

Rationale: Updated Prerequisites to add new BS program.

PGY 2107C LARGE FORMAT PHOTOGRAPHY 3 credits

Prerequisite: PGY 2201C. This course is designed to enable students to evolve individually and as a group toward the understanding and creative utilization of visual technology. The program takes an interdisciplinary approach to experimental application of new technologies associated with photography and its impact on the culture, visual expression, and communications in the world today. Students will examine visual perspective by the ability to control the photographic image through the use of large format camera equipment. Students will examine the inherent optical distortion associated with human perception and camera lenses. Students will explore the various methods of correcting for optical distortions. Students will study the advantages of large format photography compared to conventional smaller cameras. The students will learn the diversity of controls and techniques which accompany larger formats. The emphasis will be a "hands-on" approach working with other students in an equipped photographic studio and laboratory designed to provide an environment for creative activity which reflects the inherent flexibility of medium and large format photography and how this application has expanded the visual syntax in all forms of expression. Course may be taken up to 3 times for credit. 92 contact hours.

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

PGY 2201C PHOTOGRAPHY STUDIO LIGHTING 3 credits

Prerequisite: PGY 2401C and PGY 2110C. This is a course in which students will research and explore various lighting techniques used in photography to enhance the composition of the subject matter. Students will examine technical aspects involved in working with lighting equipment and the impact this visual application is having on the growth, culture, and communication in the world today. The emphasis will be a "hands on" approach working with other students, models and potential clients in single and group portraiture situations. Students will become better acquainted with lighting used in product, advertising, and specialty photography which has expanded the visual syntax in all visual forms of expression and communication throughout humanity. Course may be taken up to three times for credit. 92 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

PGY 2215C PROFESSIONAL STUDIO PORTRAITURE 4 credits

Prerequisite: PGY 2401C and PGY 2801C. This is a course for students to explore on both an individual and group basis the utilization of photographic lighting equipment and techniques for portrait photography. The emphasis will be a "hands on" approach working with other students, models and potential clients in portrait situations. Students will develop basic lighting skills and practice in the production of studio portraits. Students will examine various methods of photographing individuals and groups of people in a studio environment and how photographic styles have expanded the visual syntax in all visual forms of expression and communication in cultures throughout the world. Course may be taken up to three times for credit. 92 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

PGY 2401C PHOTOGRAPHY I 3 credits

This course presents the fundamentals of black and white photography, as well as digital imaging. The course includes the study of camera operation, exposure control, film processing, printing the positive, print finishing, and presentation. Students will examine digital imaging through the use of digital cameras and the conversion of conventional photography to electronic images. Through weekly assignments, emphasis is placed on photography's use as a medium of personal expression. Course may be taken up to three times for credit. 92 contact hours.

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

PGY 2404C INTERMEDIATE PHOTOGRAPHY 3 credits

Prerequisite: PGY 2401C. In Intermediate Photography the student deals with advanced problems in refinement of the silver print and the development of visual acuity, perception, and aesthetic sensibilities, as well as with advanced technical problems. Advanced problems include controlling various manipulative techniques obtainable through the camera and in the darkroom such as multiple exposures, multiple negatives, negative blends, orthochromatic processes, infrared film, etc. Additional emphasis is placed on photography's application to other fields including journalism, business, and industry. ~~Six class and laboratory hours weekly.~~ Course may be taken up to three times for credit. 92 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

PGY 2470C THEMES FOR PHOTOGRAPHERS 3 credits

Prerequisite: PGY 2401C and PGY 2410C. This course is designed for students who already have acquired basic technical knowledge of photography. This individualized course provides students the opportunity to explore and develop their own thematic approach to communicating through photography. ~~(May be repeated once for credit.)~~ Course may be taken up to three times for credit. 92 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

PGY 2475C PORTFOLIO DEVELOPMENT 3 credits

Prerequisite: PGY 2404C. This course is designed for students to evolve on an individual and group basis toward the creative utilization of technology for enhancement of presentation of student portfolio work. The program takes an interdisciplinary approach to the documentation of student portfolios through the application of conventional and new photographic technologies and its impact on the culture, visual expression and communications in the world today. Students will examine various technologies of documenting their edited images and assembling their work utilizing a diversified means of professional presentational methods. Students will explore presentational technologies best suited for their specific target market for employment. The emphasis will be a "hands on" approach working with other students in an equipped photographic and electronic laboratory designed to provide an environment for creative activity which reflects the inherent flexibility of conventional and new technologies and how this

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

medium has expanded the visual syntax in all form of expression. Course may be taken up to three times for credit. 92 contact hours.

Rationale: Students who choose to retake this course will do so to gain additional skills through further experience and practice in using the techniques learned.

- PHT 2162      NEUROLOGICAL DISABILITIES AND TREATMENT      3 credits  
Prerequisites: PHT1801L with a grade of "C" or higher. This course is devoted to the advanced study of the nervous system and selected neurological disabilities encountered in physical therapy practice. Emphasis is on the etiology, pathology and clinical picture of diseases studied. Use of physical therapy modalities and procedures most effective for each neurological condition is discussed. 47 contact hours.  
Rationale: Additional MLOs and COs were created as required by accrediting body's evaluative criteria.
- PLA 3885      UNITED STATES CONSTITUTION LAW      3 credits  
Prerequisite: PLA 2114 and admission to Paralegal Studies BAS or admission to Public Policy and Administration BS program ~~or permission of the Dean~~. This course is developed both topically and historically to approach the judicial review process, the doctrine of implied powers, the three branches of power, substantive due process along with equal protection, civil rights, free speech and religion. 47 contact hours.  
Rationale: Updated Prerequisites to add new BS program.
- SCE 3941      SECONDARY SCIENCE FIELD EXPERIENCE      1 credit  
Prerequisite: ~~EDF 3214 and admission to the IMPACT Secondary Science Program.~~ (Admission to the Secondary Science Education BS, Middle Grades Science Education BS, Secondary Science EPI or Middle Grades Science EPI.  
Corequisite: (SCE 3945 and RED 4335) or (admission to Initial Certification).  
This course is designed for students who will be obtaining teacher certification in grades 6-12. Students spend a minimum of 35 school-based hours in the middle school classroom. This course addresses specific Sunshine State Standards, subject matter competencies, and pedagogy pertinent to the discipline and required for certification. 17 contact hours.  
Rationale: This course was due for a three year evaluation and update of prerequisites as well as to change the MLOs and COs to reflect higher order thinking skills.

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

EDF 4780      THE ROLE OF THE TEACHER

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Rationale: All of the MLOs and COs of this course were merged into EDF 4781: Educational Issues for the 21st Century (10/23/2007). The course has gone through a “teach out” process.

NUR 1001      TRANSITIONAL TO PROFESSIONAL NURSING  
NUR 1021      NURSING I  
NUR 1211      NURSING II  
NUR 2462      NURSING III  
NUR 2731      NURSING IV

Rationale: These courses are being eliminated through combination with the Lab courses in a Combined course. The associated “L” courses are being changed into “C” courses as part of this change – see above, NUR 1021~~LC~~ – NUR 2731~~LC~~.

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

ATD Programs:

Maternal and Child Health (MCHL-ATD) – See attached

BS Degrees:

Public Policy and Administration (PPA-BS) – See attached

Certificate Programs:

Addiction Studies Certificate (AS-CT) – See attached

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

AS Degrees:

Environmental Science Technology (ENVSC-AS) – See attached

Nursing (R.N.) (NURSE-AS) – See attached

Radiography (RAD-AS) – See attached

BS Degrees:

College of Technology and Management – Business Administration (BUS-BS) – See attached

**Approval is sought for the following programs to be deleted effective Term I 2010-2011:**

ATD Programs:

Associate Addiction Professional (AAP-ATD) – See attached

Maternal and Child Health (MCH-ATD) – See attached

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



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

rrm 0701106

**PROGRAM ADDITION – ATD PROGRAM**

**MATERNAL AND CHILD HEALTH**

**(MCHL-ATD)**

**APPLIED TECHNOLOGY DIPLOMA**

**Cheryl Kerr, Program Director (727) 341-3736**

**Job Related Opportunities:**

- Family Support Worker
- Community Health Worker
- Healthy Start Worker
- Head Start Workers
- Migrant Workers
- Health Workers/Liaisons

These courses will apply toward the A.S. degree in Human Services.

**PROGRAM REQUIREMENTS - Grade of “C” or better is required (21 credits)**

HUS	1111	Introduction to Intra- and Inter-Personal Processes	3
HUS	1001	Principles and Strategies for Human Services	3
HUS	2540	Building Stronger Families and Communities	3
HUS	2541	Working with Families in the Early Childhood Period	3
HUS	2542	Working with Families in the Perinatal Period	3
HUS	2550	Social Services and the Disenfranchised	3
HUS	2949	Co-Op Work Experience	3

**TOTAL DIPLOMA HOURS** **21**

**Rationale:**

The change to a 21 credit ATD is to make the program in compliance with the Florida Department of Education Curriculum Framework for the program and CIP code.

**PROGRAM ADDITION – CT PROGRAM**

**ADDICTION STUDIES CERTIFICATE**

**(AS-CT)**

**Cheryl Kerr, Program Director (727) 341-3736**

**Job Related Opportunities:**

- Behavioral Health Technician

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

- Drug Treatment Counselor Aide
- Substance Abuse Technician
- Residential or Group Home Worker
- Program Supervisor or Program Director (with CAP certification)

This program will prepare individuals to work in the field of alcohol and substance abuse prevention and/or addiction treatment. The Human Services Program is a Single-Source Provider with the Florida Certification Board (FCB). The coursework in this Applied Technology Diploma satisfies the educational requirements for the Certified Addiction Specialist (CAS) examination, the Certified Addiction Counselor (CAC) examination and also the Certified Addiction Professional (CAP) examination through the Florida Certification Board.

These courses will apply toward the AS degree in Human Services – Alcohol/Substance Abuse option.

#### **PROGRAM REQUIREMENTS – Grade of “C” or better in each of these courses**

PSY	1012	General Psychology	3
PHI	1600	Studies in Applied Ethics <b>OR</b> (PHI 1602H, 1631, 2635, or 2649)	3
HUS	1111	Introduction to Intra- and Inter-Personal Processes	3
SYG	2324	Principles of Substance Abuse	3
HUS	1480	HIV/AIDS and Drug Crisis	2
HUS	1450	Dual Diagnosis I	2
HUS	2200	Dynamics of Groups and Group Counseling	3
HUS	2302	Basic Counseling Skills	3
HUS	2403	Abused Substances and Their Effects <b>OR</b>	3
HUS	2420	Evaluation of Treatment Environments	3
HUS	2421	Methods for Identification and Intervention in Substance Abuse <b>OR</b>	3
HUS	2428	Treatment and Resources in Substance Abuse	3
HUS	1920	Professional Techniques for Human Services Personnel- Issues in Addiction Prevention	3
HUS	2949	Co-operative Education in Human Services	3
<b><u>TOTAL CERTIFICATE HOURS</u></b>			<b>40</b>

#### **Rationale:**

The change to an Addiction Studies Certificate Program is to make the program in compliance with the Florida Department of Education Curriculum Framework for the program and CIP code.

### **PROGRAM ADDITION – BS DEGREE**

#### **Public Policy and Administration**

**(PPA-BS)**

**BACHELOR OF SCIENCE DEGREE**

**Susan Demers, Dean, CL, (727) 791-2501**

#### **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**

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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

CGS	1100	Microcomputers Applications	3
ECO	2013/2023	Macroeconomics or ECO 2023 Microeconomics	3
POS	2041	American National Government	3

#### REQUIRED MAJOR COURSES (45 credits) - Grade of "C" or better required for all courses

COM	3120	Organizational Communication	3
PAD	4204	Public Finance	3
PAD	4603	Administrative Law	3
MAN	3301	Public Personnel Management	3
ISM	3011	Management of Information Systems	3
HUS	4561	Social Problems and Policy	3
PAD	3034	Survey of Public Policy <b>OR</b>	3
<b>PUP</b>	<b>3XXX</b>	<b>*Introduction to Public Policy and Administration</b>	<b>(3)</b>
<b>MAN</b>	<b>4520</b>	<b>* Lean Essential (Sigma) for Public Administration</b>	<b>3</b>
<b>PUP</b>	<b>3XXX</b>	<b>* Policy Leadership</b>	<b>3</b>
<b>PUP</b>	<b>3XXX</b>	<b>* Politics and Ethics</b>	<b>3</b>
<b>POS</b>	<b>3122</b>	<b>* State and Local Government and Public Policy</b>	<b>3</b>
<b>PUP</b>	<b>3XXX</b>	<b>* Research Methods in Public Policy</b>	<b>3</b>
<b>PUP</b>	<b>3XXX</b>	<b>* Public Policy/Administration Capstone</b>	<b>3</b>
<b>PUP</b>	<b>3XXX</b>	<b>* Evaluating Public Policy (Research Methods I)</b>	<b>3</b>
<b>PUP</b>	<b>3XXX**</b>	<b>* Policy Data Analysis (Research Methods II)</b>	<b>3</b>

#### ELECTIVES (Select 15 credits) - Grade of "C" or better required for all courses

EDF	3660	Education and Public Policy in the U.S.	(3)
PLA	3880	United States Constitutional Law	(3)
MAN	4102	Managing Cultural Diversity	(3)
<b>PUP</b>	<b>4003</b>	<b>* American Public Policy</b>	<b>(3)</b>
<b>PUP</b>	<b>3XXX</b>	<b>* Public Policy and Negotiation</b>	<b>(1)</b>
<b>POS</b>	<b>3235</b>	<b>* Mass Media and Politics</b>	<b>(3)</b>
<b>PUP</b>	<b>3XXX</b>	<b>* Legal Research</b>	<b>(1)</b>
<b>PUP</b>	<b>3203</b>	<b>* Environmental Politics</b>	<b>(3)</b>
<b>PUP</b>	<b>3XXX</b>	<b>* Issues in International Politics</b>	<b>(3)</b>
<b>PAD</b>	<b>3330</b>	<b>* Urban and Regional Planning</b>	<b>(3)</b>
<b>INR</b>	<b>4030</b>	<b>* Diplomacy</b>	<b>(3)</b>
<b>PUP</b>	<b>4949</b>	<b>* Co-Op Work Experience</b>	<b>(1)</b>
<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.

#### **Rationale:**

The major in public policy and administration provides students with a general foundation in the nature of the public workplace and its political and legal environments. This major also prepares students for professional employment and leadership in government and non-profit organizations. This degree is initiated with the approval of the BOT.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**PROGRAM CHANGE – AS DEGREE**

**ENVIRONMENTAL SCIENCE TECHNOLOGY  
(ENVSC-AS)**

**ASSOCIATE IN SCIENCE DEGREE**

<http://www.spcollege.edu/program/ENVSC-AS>

**(Fully transferable to BAS in Sustainability Management at SPC)**

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

**\*\*\*\*GENERAL EDUCATION 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 a MAC, MAP, MAS, MGF, MTG or STA prefix		3
Social & Behavioral Sciences Approved Course (or elective if Subplan “C”) ****			3
PHI	1600	Studies in Applied Ethics <b>OR</b> (PHI 1602H, 1631, 2635 or 2649)	3
Computer/Information Literacy Competency Requirement			

**MAJOR COURSES (29 credits)**

BSC	2250C	Field Biology of Florida with Lab	3
CHM	1025/L	Introduction to Chemistry and Lab	3,1
ECO	2013	Principles of Macroeconomics or (Honors) <b>OR</b>	3
GEB	1011	Introduction to Business <b>OR</b>	(3)
MAN	2021	Principles of Management	(3)
ENC	2210	Technical Writing	3
ESC	1000/L	Earth Science and Lab	3,1
EVS	1001	Introduction to Environmental Sustainability	3
<b>EVS</b>	<b>2893</b>	<b>* Environmental Sampling and Analysis I</b>	<b>3</b>
OCE	2001	Introduction to Oceanography <b>OR</b>	3
OCB	1000C	Biology of Marine Life <b>OR</b>	(3)
BSC	2010/L	Biology I and Lab	(3,1)
GIS	2040	Introduction to Geographic Information Systems	3

**SUBPLAN A: WATER RESOURCE MANAGEMENT (WRM) (17 credits)**

EVR	1328	Natural Resources Conservation & Management	3
EVR	1858	Environmental Regulation and Compliance	3
<b>EVR</b>	<b>131X</b>	<b>* Hydrology OR</b>	<b>3</b>
EVR	1357	Wetlands Resources	(3)
<b>EVS</b>	<b>13XX</b>	<b>* Urban Pollution</b>	<b>3</b>
<b>EVS</b>	<b>12YY</b>	<b>* Hazard Waste/Materials Management</b>	<b>3</b>
<b>EVR</b>	<b>2949</b>	<b>* Co-op Work Experience</b>	<b>2</b>
<b>OR</b>			

**SUBPLAN B: ENVIRONMENTAL RESOURCES/ENERGY MGT (EVREM) (17 credits)**

EVR	1328	Natural Resources Conservation & Management	3
EVR	1858	Environmental Regulation and Compliance	3
<b>EVR</b>	<b>14XX</b>	<b>* Renewable Energy Resources, Energy Efficiency and Conservation Methods</b>	<b>3</b>
<b>EVS</b>	<b>13XX</b>	<b>* Urban Pollution</b>	<b>3</b>

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

<b>EVR 20XX * Solar Energy Principles and Applications</b>	<b>3</b>
<b>EVR 2949 * Co-op Work Experience</b>	<b>2</b>

**OR**

#### SUBPLAN C: SUSTAINABILITY (SUS) (17 credits)

EVR 1328	Natural Resources Conservation & Management	3
EVR 1858	Environmental Regulation and Compliance	3
<b>EVR 14XX * Renewable Energy Resources, Energy Efficiency and Conservation Methods</b>		<b>3</b>
SYG 2000	Introductory Sociology <b>OR</b>	3
SYG 2010	Social Problems	(3)
ECO 2023	Principles of Microeconomics or (Honors)	3
<b>EVR 2949 * Co-op Work Experience</b>		<b>2</b>
<b>TOTAL PROGRAM HOURS</b>		<b>64</b>

**\* Not yet submitted to C&I**

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

#### **Rationale:**

To add new courses to program.

### **PROGRAM CHANGE – AS DEGREE**

#### **NURSING (R.N.)**

##### **(NURSE-AS)**

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

(Fully transferable to Bachelor's Degree at SPC or to any state university in Florida)

**Before entering the first term of the Nursing “program courses”** students must complete a minimum of 11 credits from the general education and/or support courses listed below. General education and support courses do not have to be completed in the order listed. Candidates will also complete the Health Programs Application form. Please see a counselor or advisor. Access to a computer is helpful!

#### **Program begins in August and January with a day and evening format**

#### **PRE-ENTRY REQUIREMENTS (11 credits)**

BSC 2085	Human Anatomy & Physiology I	3
BSC 2085L	Human Anatomy & Physiology Laboratory I	1
BSC 2086	Human Anatomy & Physiology II	3
BSC 2086L	Human Anatomy & Physiology Laboratory II	1
PSY 1012 **	General Psychology or (Honors)	3

\*\* Computer/Information Literacy Competency Requirement

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

#### \*\*\*\* GENERAL EDUCATION COURSES (9 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

#### SUPPORT COURSES (10 credits)

MCB	2010	* Microbiology	3
MCB	2010L	* Microbiology Laboratory	1
STA	2023*	** Elementary Statistics or (Honors)	3
PHI	1600*	** Studies in Applied Ethics <b>OR</b> (PHI 1602H, 1631, 2635, or 2649)	3

#### PROGRAM COURSES

##### 1st TERM IN PROGRAM (9 credits)

NUR	1021	Nursing I	3
NUR	1021L	Nursing I Clinical Experience	6
NUR	1021C	Nursing 1	9

##### 2nd TERM in Program (11 credits)

NUR	1142C	Application of Pharmacology Concepts in Nursing Therapy	1
NUR	1211C	Nursing II	10
NUR	1211	Nursing II	4
NUR	1211L	Nursing II Clinical Experience	6

##### 3rd TERM in Program (10 credits)

NUR	2462	Nursing III	3
NUR	2462L	Nursing III Clinical Experience	6
NUR	2511C	Psychosocial Nursing	1
NUR	2462C	Nursing III	9

##### 4th TERM in Program (12 credits)

NUR	2731	Nursing IV	3
NUR	2731L	Nursing IV Clinical Experience	5
NUR	2731C	Nursing IV	8
NUR	2813	Role Transition in Nursing	1
NUR	2811C	Nursing Care Management Practicum	3

**TOTAL PROGRAM HOURS** **72**

\* PHI 1600, MCB 2010-2010L and STA 2023 must be taken before Nursing IV (NUR 2731C)

\*\* Counts towards General Education Requirements.

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

**NOTE:** Any student who makes a grade of less than "C" in a course in the nursing program that is a prerequisite to a nursing course will be ineligible to continue in the nursing program. Likewise, the clinical component of any nursing

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

rotation must be satisfactorily passed. An overall 2.0 average is required to enroll in sophomore nursing courses. Credit must be earned in or prior to the prescribed sequence.

**NOTE:** Nursing theory courses are available on-line or classroom.

### **NURSING (R.N.)**

**(NURSE-AS)**

#### **LPN Transitional Program**

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

(Fully transferable to Bachelor's Degree at SPC or to any state university in Florida)

**\*\* The day program begins in May. The evening program begins August and January. \*\***

**Access to a computer is helpful!**

#### **PRE-ENTRY REQUIREMENTS (14 credits)**

BSC	2085	Human Anatomy & Physiology I	3
BSC	2085L	Human Anatomy & Physiology Laboratory I	1
BSC	2086	Human Anatomy & Physiology II	3
BSC	2086L	Human Anatomy & Physiology Laboratory II	1
Humanities/Fine Arts Approved Course****			3
PSY	1012	** General Psychology or (Honors)	3

\*\* Computer/Information Literacy Competency Requirement

#### **\*\*\*\*GENERAL EDUCATION COURSES (6 credits)**

ENC	1101	Composition I	3
SPC	1017	Introduction to Speech Communication <b>OR</b> (SPC 1017H, 1065, 1608 or 1608H)	3

#### **SUPPORT COURSES (10 credits)**

MCB	2010	* Microbiology	3
MCB	2010L	* Microbiology Laboratory	1
STA	2023*	** Elementary Statistics or (Honors)	3
PHI	1600*	** Studies in Applied Ethics <b>OR</b> (PHI 1602H, 1631, 2635, 2649) or (1603 and 2621) or (1603 and 2622)	3

#### **1st Term in Program (20 credits)**

NUR	1060C	Nursing Process/Physical Assessment	2
<del>NUR</del>	<del>1001</del>	<del>Transition to Professional Nursing</del>	<del>4</del>
NUR	1001C	Transition to Professional Nursing <del>Clinical Experience</del>	<del>3-7</del>

#### **Advanced Placement Credit**

**11**

#### **2nd TERM in Program (10 credits)**

<del>NUR</del>	<del>2462</del>	<del>Nursing III</del>	<del>3</del>
<del>NUR</del>	<del>2462L</del>	<del>Nursing III Clinical Experience</del>	<del>6</del>
NUR	2511C	Psychosocial Nursing	1
NUR	2462C	Nursing III	9

#### **3rd TERM in Program (12 credits)**

<del>NUR</del>	<del>2731</del>	<del>Nursing IV</del>	<del>3</del>
<del>NUR</del>	<del>2731L</del>	<del>Nursing IV Clinical Experience</del>	<del>5</del>
NUR	2731C	Nursing IV	8
NUR	2811C	Nursing Care Management Practicum	3
NUR	2813	Role Transition in Nursing	1

**TOTAL PROGRAM HOURS**

**72**

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

\* MCB 2010-2010L, PHI 1600 and STA 2023 must be taken prior to Nursing IV (NUR 2731.)

\*\* Counts towards General Education Requirements.

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

**NOTE:** Any student who makes a grade of less than “C” in a course in the nursing program that is a prerequisite to a nursing course will be ineligible to continue in the nursing program. Likewise, the clinical component of any nursing rotation must be satisfactorily passed. An overall 2.0 average is required to enroll in sophomore nursing courses. Credit must be earned in or prior to the prescribed sequence.

**NOTE:** Nursing theory courses are available on-line and in classroom.

\*\* If admitted in May, you will have needed to complete additional general education courses prior to admission in order to graduate within the three semesters.

#### **Rationale:**

Removal of several courses via combination with their associated “L” courses, which have been changed to “C” courses to reflect their new purpose. Studies have shown that the separation of theory and clinical practice has been a barrier to learning in this field.

### **PROGRAM CHANGE – AS DEGREE**

#### **RADIOGRAPHY**

**(RAD-AS)**

**ASSOCIATE IN SCIENCE DEGREE**

**<http://www.spcollege.edu/program/RAD-AS>**

(Transferable to a Bachelor’s Degree in Health Services Administration at SPC)

**PROGRAM BEGINS IN JANUARY**

**Before entering the first term of the Radiography “program courses”** students are encouraged to begin general education courses and must complete the pre-entry requirements. General education and support courses do not have to be completed in the order listed. Candidates will also complete the Health Programs Application form. Please see a counselor or advisor.



## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

#### PRE-ENTRY REQUIREMENTS (7 credits) – Grade of C or higher required

BSC	2085	Human Anatomy & Physiology I	3
BSC	2085L	Human Anatomy & Physiology Laboratory I	1
MAC	1105	* College Algebra or any college math with an MAC prefix	3

#### \*\*\*\*GENERAL EDUCATION COURSES (15-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
Social & Behavioral Sciences Approved Course****			3
PHI	1600	Studies in Applied Ethics <b>OR</b> (PHI 1602H, 1631, 2635 or 2649)	3

#### SUPPORT COURSES (7-credits)

BSC	2086	Human Anatomy & Physiology II	3
BSC	2086L	Human Anatomy & Physiology Laboratory II	1
CGS	1100	* Microcomputer Applications	3

#### Program COURSES (48 credits)

##### 1st TERM IN PROGRAM (10 credits)

RTE	1000	Orientation to Radiography	3
RTE	1418	Principles of Imaging I	2
RTE	1418L	Principles of Imaging I Lab	1
RTE	1503C	Radiographic Procedures I	3
RTE	1503L	Radiographic Procedures I Lab	1

##### 2nd TERM IN PROGRAM (6 credits)

RTE	1513C	Radiographic Procedures II	2
RTE	1513L	Radiographic Procedures II Lab	1
RTE	1804L	Radiographic Clinical Education I	3

##### 3rd TERM IN PROGRAM (11 credits)

RTE	1458	Principles of Imaging II	3
RTE	1473L	Radiographic Quality Assurance Lab	1
RTE	1814L	Radiographic Clinical Education II	5
RTE	2385	Radiation Biology	2

##### 4th TERM IN PROGRAM (7 credits)

RTE	2613	Radiation Physics	2
RTE	2824L	Radiographic Clinical Education III	5

##### 5th TERM IN PROGRAM (6 credits)

RTE	2782	Radiographic Pathology	2
RTE	2834L	Radiographic Clinical Education IV	4

##### 6th TERM IN PROGRAM (8 credits)

RTE	2563	Advanced Medical Imaging	3
RTE	2844L	Radiographic Clinical Education V	5
<b>TOTAL PROGRAM HOURS</b>			<b>77</b>

\* Counts towards General Education Requirements.

\*\*\*\*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	2120	World Literature II
LIT	2110H	Honors World Literature I	LIT	2120H	Honors World Literature II

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

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

**Rationale:**

To allow for any MAC prefix to satisfy Math requirements.

**PROGRAM CHANGE – BS DEGREE**

**COLLEGE OF TECHNOLOGY & MANAGEMENT  
BUSINESS ADMINISTRATION  
(BUS-BS)**

**BACHELOR OF SCIENCE DEGREE**

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

[Admissions Checklist](#)

**UPPER DIVISION REQUIREMENTS**

Admission requires an A.S. Degree of **sixty (60) credits in a business discipline** (*International Business, Financial Services, or Business Administration*) including at least [fifteen \(15\) semester hours of transferable general education coursework](#) and the state-mandated prerequisites listed below.

For A.S. degree holders, an additional 12 – 21 general education credits are required to complete the thirty-six (36) credit hour general education requirement of St. Petersburg College. (Refer to the College Catalog for a list of general education courses.) All students must fulfill the state-mandated prerequisites listed below. Please note that total program hours may vary. Consult the assigned baccalaureate specialist for any additional questions.

**STATE MANDATED PREREQUISITES - Grade of “C” or better required:**

ACG	2021	Financial Accounting
ACG	2071	Managerial Accounting
CGS	1100	* Microcomputer Applications
ECO	2013	* Principles of Macroeconomics
ECO	2023	Principles of Microeconomics
MAC	2233	* Applied Calculus I
STA	2023	* Elementary Statistics

\* Applies towards general education requirements.

**ADDITIONAL GENERAL EDUCATION COURSES (12 – 21 credits) Grade of “C” or better required**

A. COMMUNICATIONS ****	9
B. HUMANITIES/FINE ARTS ****	6
C. MATHEMATICS.....	6
D. NATURAL & PHYSICAL SCIENCES.....	6-7
E. SOCIAL AND BEHAVIORAL SCIENCES ****	6
F. ETHICS.....	3
G. COMPUTER/INFORMATION LITERACY COMPETENCY (See catalogue for details)	

## MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Note: Students with an A.A. degree, A.S. degree not listed above, or completion of at least 60 credit hours (60 credits must include at least 15 credits of general education courses) may be admitted with the permission of the Dean. All students must fulfill the state-mandated prerequisites listed above and an additional 15 credits in business support courses at the lower division 1000 and 2000 level with a prefix of MAN, MAR, FIN, GEB, OST 2335, PHI, BUL (BUL must be taken as prerequisite to BUL 3130).

#### REQUIRED MAJOR COURSES (30 credits) - Grade of "C" or better required for all upper-division courses

BUL	3130	Law for Professionals	3
COM	3131	Interpersonal Communication for Professionals	3
ECP	3703	Managerial Economics	3
FIN	3403	Financial Management	3
ISM	3011	Management Information Systems	3
MAN	3303	Management and Leadership Practices	3
MAN	3504	Operations Management	3
MAN	3600	International Business	3
MAR	3802	Marketing for Managers	3
QMB	3200	Quantitative Methods for Business	3

#### REQUIRED FINAL COURSE (3 credits) - Last Semester for All Students

MAN	4721	* Policy and Strategy	3
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#### GENERAL BUSINESS ELECTIVES (Select 15 credits)

ACG	3103	Intermediate Accounting I	(3)
<b>ACG</b>	<b>3113</b>	<b>* Intermediate Accounting II</b>	<b>(3)</b>
FIN	4140	Financial Planning	(3)
FIN	4504	Investments	(3)
ISM	4480	Electronic Commerce Systems and Strategies	(3)
MAN	3503	Managerial Risk Analysis and Decision Making	(3)
MAN	3593	Logistics Management	(3)
MAN	3786	Sustainable Enterprise Planning	(3)
MAN	3802	Principles of Entrepreneurship	(3)
MAN	3949	Cooperative Work Experience in College of Technology & Management	(3)
MAN	4061	Corporate Social Responsibility	(3)
MAN	4625	Managing Global Human Resources	(3)
<b>MAN</b>	<b>4XXX</b>	<b>* Special Topics in Business Administration</b>	<b>(3)</b>
MAR	4424	International Sales and Marketing	(3)
MAR	4613	Marketing Research	(3)

#### **TOTAL PROGRAM HOURS**

**124**

#### **\* Not submitted to C&I**

\*\*\*\*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 Arts degree:

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

**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.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**Rationale:**

To add new courses to program.

**PROGRAM DELETION**

**MATERNAL AND CHILD HEALTH  
(MCH-ATD)  
APPLIED TECHNOLOGY DIPLOMA**

**Cheryl Kerr, Program Director (727) 341-3736**

**Job Related Opportunities:**

- Family Support Worker
- Community Health Worker
- Healthy Start Worker
- Head Start Workers
- Migrant Workers
- Health Workers/Liaisons

These courses will apply toward the A.S. degree in Human Services.

**PROGRAM REQUIREMENTS - Grade of "C" or better is required (24 21 credits)**

HUS	1111	Introduction to Intra- and Inter-Personal Processes	3
HUS	1001	Principles and Strategies for Human Services	3
HUS	2540	Building Stronger Families and Communities	3
HUS	2541	Working with Families in the Early Childhood Period	3
HUS	2542	Working with Families in the Perinatal Period	3
HUS	2550	Social Services and the Disenfranchised	3
HUS	2949	Co-Op Work Experience	3

**TOTAL DIPLOMA HOURS** **24**

**Rationale:**

The change to a 21 credit ATD is to make the program in compliance with the Florida Department of Education Curriculum Framework for the program and CIP code.

**PROGRAM DELETION**

**ASSOCIATE ADDICTION PROFESSIONAL  
(AAP-ATD)  
APPLIED TECHNOLOGY DIPLOMA**

**Cheryl Kerr, Program Director (727) 341-3736**

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**Job Related Opportunities:**

- Behavioral Health Technician
- Drug Treatment Counselor Aide
- Substance Abuse Technician
- Residential or Group Home Worker
- Program Supervisor or Program Director (with CAP certification)

**PREREQUISITE**

PSY 1012 General Psychology

PHI 1600 Studies in Applied Ethics **OR** (PHI 1602H, 1631, 2635 or 2649)

This program will prepare individuals to work in the field of alcohol and substance abuse prevention and/or addiction treatment. The Human Services Program is a Single-Source Provider with the Florida Certification Board (FCB). The coursework in this Applied Technology Diploma satisfies the educational requirements for the Certified Addiction Specialist (CAS) examination, the Certified Addiction Counselor (CAC) examination and also the Certified Addiction Professional (CAP) examination through the Florida Certification Board.

These courses will apply toward the AS degree in Human Services – Alcohol/Substance Abuse option.

**PROGRAM REQUIREMENTS – Grade of “C” or better in each of these courses**

HUS	1111	Introduction to Intra- and Inter-Personal Processes	3
SYG	2324	Principles of Substance Abuse	3
HUS	1480	HIV/AIDS and Drug Crisis	2
HUS	1450	Dual Diagnosis I	2
HUS	2200	Dynamics of Groups and Group Counseling	3
HUS	2302	Basic Counseling Skills	3
HUS	2403	Abused Substances and Their Effects <b>OR</b>	3
HUS	2420	Evaluation of Treatment Environments	(3)
HUS	2421	Methods for Identification and Intervention in Substance Abuse <b>OR</b>	3
HUS	2428	Treatment and Resources in Substance Abuse	(3)
HUS	XXXX	HUS electives any HUS course not already taken	2

**TOTAL DIPLOMA HOURS** **24**

**Rationale:**

The change to an Addiction Studies Certificate Program is to make the program in compliance with the Florida Department of Education Curriculum Framework for the program and CIP code.

Board Material Relating to  
Agenda Item VII-H.2  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST.PETERSBURG COLLEGE**

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**Noncredit Curriculum and Fees**

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

<b>EMP0531</b>	<b>Fundamentals of Critical Care Transport</b>
Fee:	\$5.00
Contact Hours:	36
Description:	This is an introductory course designed for paramedics and any health care provider who will be operating in the prehospital critical care environment, such as rotor and fixed wing aeromedical transport or ground critical care transport. (NOTE: Does not meet DOT (Department of Transportation) 48-hour requirement for aeromedical evacuation personnel.)
<b>ISN0141</b>	<b>FL 200 Hr Online Property and Casualty / General Lines Pre-Licence</b>
Fee:	\$400.00
Contact Hours:	200
Description:	This course is designed to prepare a student to become a licensed insurance property and casualty agent. This course complies with the State requirements for General Lines Agents State examination. Topics include: Automobile, Property Insurance, Inland Marine, Crime, Workers Compensation, General Liability, Health Insurance, Aviation, State Law, and more.
<b>ISN0142</b>	<b>FL (Florida) 52 Hr Online Personal Lines Pre-Licensing Course</b>
Fee:	\$350.00
Contact Hours:	52
Description:	This course is designed to prepare a student to become a Personal Lines agent. This course satisfies pre-license requirements for Personal Lines Agents. Upon successful completion of this course the student will be able to sit for the State examination.
<b>MMD0981</b>	<b>Studio Lighting for Fashion Photography - Workshop</b>
Fee:	\$180.00
Contact Hours:	8
Description:	This is an all-day seminar focusing on lighting styles and

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

techniques that are commonly used in fashion photography. Students will understand and master photographers' most valuable tool, light. Students will gain an understanding of many different lighting options, including lighting equipment and modifiers used in the studio as well as the differences between fashion photography and commercial. Students will also review current fashion photographers' work in order to gain a better understanding of the current industry standards. Attendees must have a basic understanding of their DSLR cameras, including manual settings such as shutter speed, aperture, and ISO.

<b>PSP0637</b>	<b>Breath Test Operators Course 16 hours</b>
Fee:	\$185.69
Contact Hours:	16
Description:	This course provides specialized agency inservice training to criminal justice personnel and support staff.

<b>PSP0638</b>	<b>Breath Test Operators Renewal Course 4 hours</b>
Fee:	\$47.67
Contact Hours:	4
Description:	This course provides specialized agency inservice training to criminal justice personnel and support staff.

**Approval is sought to add the following new noncredit course(s) effective Term I 2010-2011:**

<b>AAP0836</b>	<b>Everyday Spanish</b>
Fee:	\$55.00
Contact Hours:	8
Description:	Designed to help non-Spanish speakers communicate key words and phrases for immediate communication with non-English speakers; the primary purpose of this class is to help facilitate communication in everyday settings.

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

<b>FFP0010</b>	<b>Basic Firefighter I</b>
Fee:	\$1,722.54 <u>\$1,959.00</u>
Contact Hours:	225

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Description: This ~~certificate course~~post-secondary Firefighter I is designed to incorporate the basic theory and applications necessary to become certified as a Fire Fighter I. The course consists of classroom lecture and practical exercises covering topics such as: ladders, hose, fire streams, ropes and knots, rescue, ventilation, and others. Because of the physical nature of the course and the career, students are required to pass a Physical ~~Assessment~~Ability Test administered by the college prior to being admitted to the course. Students who complete ~~St. Petersburg College's Fire Fighter I Certificate Program~~SPC's Vocational Certificate Program of Firefighter I will become eligible to take the competency test ~~for Fire Standards and Training~~for Firefighter I which is administered by the State Fire Marshal's Bureau of Fire Standards and Training. This course is a prerequisite for FFP 0020, Fire Fighter II.

Reason: Increase in matriculation fees and adjustments for actual costs of course.

**FFP0020**

**Basic Firefighter II**

Fee: \$1,722.54 \$1,959.00

Contact Hours: 225

Description: ~~This certificate course~~This program requires successful completion of Firefighter I and is designed to incorporate the advanced theory and applications necessary to become certified as a Firefighter II. The course consists of classroom lecture and practical exercises covering topics such as: ~~ladders, hose, fire streams, ropes and knots, rescue, ventilation, and others~~fire chemistry and behavior, firefighter safety and survival, fire service organizational theory, NFPA standards, rescue practices, fire streams, and principles of ventilation. Because of the physical nature of the course and the career, students are required to pass a Physical ~~Assessment~~Ability Test administered by the college prior to being admitted to the course. Students who complete ~~St. Petersburg College's Fire Fighter II Certificate Program~~SPC's Vocational Certificate Program of Firefighter II will become eligible to take the competency test for Fire Fighter II which is administered by the State Fire Marshal's Bureau of Fire Standards and Training and which is required for employment as a career Fire Fighter.

Reason: Increase in matriculation fees and adjustments for actual costs of course.



**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**Approval is sought for a standard change to the following noncredit course(s) effective Term I 2010-2011:**

**AAP0578**

Description:

**Manage Your Life with Excel**

~~This class covers spreadsheet design and usage in a simple and easy to understand format. Students learn to make spreadsheets for home or office using Excel's structured word processing, formatting, and graphing features. Spreadsheet design and use has never been easier. With Excel's ability to add, subtract, multiply, and divide rows and columns, and chart the results, financial management is just a click away. Students will also learn to insert objects, import and sort data (their own or from the internet), and enhance appearance or engaging presentations.~~

Reason:

Excel is described as being word-processor-based. This is misleading and wrong.

**AAP0615**

Fee:

Description:

**Whodunit? Writing Mystery/Detective Fiction**

~~\$35.00~~ \$49.00

~~To offer a course on the art of writing a mystery/detective novel. The course will include crime fiction authors, various types of crime fiction, ages of fiction and film noir, TV detectives and contemporary fiction. Budding authors will learn the art of writing a mystery/detective novel. This course will include discussions of fiction writers, types of crime/mystery fiction, ages of fiction and film noir, TV detectives, and contemporary fiction.~~

Reason:

Price for this class has not been increased for several years. Changing description to be more enticing.

**AAP0795**

Contact Hours:

Description:

**Digital Cameras and Your Computer**

~~8~~ 6

~~This class will teach you how to get the pictures out of your digital camera and edit, resize, and print your photos just like the experts! You will bring your camera to our computer lab and learn how to work on your actual photos. Participants will learn to: Upload pictures from their camera to a computer, setup a simple filing system to organize and sort pictures, prepare pictures for e-mailing, burn pictures to a CD/DVD for safekeeping, and turn pictures into screensavers. Students should bring their charged cameras. This course follows AAP0822, Digital Photography for Beginners.~~

Reason:

Correct errors: class is listed in PeopleSoft at eight contact hours,

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

and should be six contact hours. Also, correct the description to reflect the nature of the class.

**AAP0797**

**Intermediate—Photoshop Image Editing, Collages, and Presentations**

Description:

~~This course covers an introduction to Photoshop basic techniques focusing on editing, creating collages, and presentations. In this course you will: Work on images with the computer and learn how to improve them. Learn to adjust exposure, contrast, and color. Make the image sepia or black-and-white, or black-and-white-with color. Retouch the image, remove blemishes, and enhance features. Learn how to make composite images or collages, special edges, borders, and frames. This is a hands-on, project-based course. Students are expected to be familiar with the basics of Photoshop Elements or Photoshop.~~

Reason:

Titles and descriptions are too similar to AAP0820 and AAP0821. Further, the description says that this class is an introduction to Photoshop. They are different programs.

**AAP0813**

**On the Road Again! Travel Photography**

Fee:

~~\$69.00~~ \$75.00

Description:

~~No description available.~~ Make vacation photography more interesting by learning to add impact to photographs of people, buildings, shopping areas, restaurants, sculptures, and landscapes. Use perspective, framing, and composition. Develop a storyline and make a slideshow. There will be assignments, demonstrations, explanations, and in-class projects. Bring your camera!

Reason:

Add missing description. Price has not increased for several years.

**AAP0850**

**Conversational Business Spanish for College of Technology and Management Students**

Fee:

~~\$275.00~~ \$355.00

Reason:

Present price is below break-even.

**AAP0851**

**Conversational Business French for College of Technology and Management Students**

Fee:

~~\$275.00~~ \$355.00

Reason:

Present price is below break-even.

William D. Law, Jr., President; Anne Cooper, Senior Vice President for Academic and Student

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Affairs; JC Brock, Campus Executive Officer, Allstate Center; and Stan Vittetoe, Provost, Clearwater Campus and Vice President for Workforce and Continuing Education, recommend approval.

rm0701102

**10-195.** The Board considered Item VII-I, Student Tuition and Fees Report, and Item VII-J, Collaboration between Direct Support Organizations (DSOs). Mr. Brett moved approval. 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.

Information regarding these items is as follows:

Board Material Relating to  
Agenda Item VII-I  
Meeting: July 22, 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	GRA 2114C Graphic Design II	\$90.00	with course registration	Spring 10/11
Course/Fee	GRA 1100C Principles of Graphic Design	\$60.00	with course registration	Spring 10/11
Course/Fee	GRA 2131C Multimedia Graphics	\$60.00	with course registration	Spring 10/11

**Deletions:**

Type	Description	Amount	Due	Effective
NONE				

**Fee Change**

Type	Description	Amount	Due	Effective
NONE				

**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.

tc0701102

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Board Material Relating to  
Agenda Item VII-J  
Meeting: July 22, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Collaboration between Direct Support Organizations (DSOs)  
SPC Alumni Association, Inc. and Leepa-Rattner Museum**

In accordance with Florida Statute 1004.70, the Board of Trustees must approve all transactions or agreements between one direct support organization and other direct support organizations.

**Approval is sought for a transaction whereby the SPC Alumni Association, Inc., and the Leepa-Rattner Museum of Art, both direct support organizations of St. Petersburg College, will collaborate to present the “Summer Blast Fun-Raiser” for alumni and the community at the Leepa-Rattner Museum on August 8, 2010. Participants will be able to view artwork by Hal Stowers, an alumnus of St. Petersburg College; the SPC Visual Arts Faculty Show; as well as artwork by long-time local resident Patricia Miller.**

William D. Law, Jr., President; Paul Hanna, Executive Director of the SPC Alumni Association, Inc., and Lynn Whitelaw, Executive Director of the Leepa-Rattner Museum of Art, recommend approval.

Ck0714104

**10-196.** The Board considered Item VII-K, Financial Report and Update. Dr. Law stated he would like this to be a standing item on the agenda and sought feedback from the trustees as to what would be valuable to them. He distributed a Year-Over-Year Statement of Revenue and Expenses for Funds 10 and 12, for the July 1, 2009 to June 30, 2010 fiscal year.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

Dr. Duncan presented and reviewed highlights of the End-of-Year Financial Report, noting it is still shy of actual closure of the 2009-10 books. Mr. Burke sought explanation of the “Fund Transfers In” category on the handout, to which Dr. Duncan explained these funds are from a variety of sources, including auxiliary, short-term loans, etc. Mr. Johnston inquired as to whether all encumbrances for the year are considered in expenditures, to which Dr. Duncan and Ms. Theresa Furnas, Associate Vice President, Financial & Business Services, responded. In addition, Mr. Johnston requested the total fund balance estimate, which Dr. Duncan stated was somewhere around \$26,000,000.

Mr. Burke commented that this financial report is extremely helpful to have at each meeting. Dr. Duncan said future reports would include the prior month’s information. Dr. Law stated the primary purpose of these monthly reports is to keep the Board’s pulse on the operation of the College and to hear where the Board would like staff to go as things change during the year. It was established that the quarterly Financial Reports would continue being provided to the Board as per usual practice.

Information regarding this item is as follows (a copy of the PowerPoint presentation is on file as **Attachment A – 10-196**):

**St. Petersburg College  
Year Over Year Statement of Revenue and Expenses  
Fund 10 and 12  
FY09-10 July 1 Through June 30**

	FY08-09	FY09-10	Variance	% Variance
<b>Revenues</b>				
State Government	\$65,695,589	\$60,393,235	(\$5,302,354)	-8.07%
Stimulus Funds	\$0	\$5,097,571	\$5,097,571	
Student Fees	\$45,032,485	\$56,474,201	\$11,441,716	25.41%
Other Revenue	\$3,991,773	\$4,142,947	\$151,174	3.79%
Fund Transfers In	\$1,114,506	\$2,696,634	\$1,582,128	141.96%
<b>Total Revenues</b>	<b>\$115,834,353</b>	<b>\$128,804,588</b>	<b>\$12,970,235</b>	<b>11.20%</b>
<b>Expenses</b>				
Personnel and Benefits	\$91,070,084	\$95,952,306	\$4,882,222	5.36%
Current Expenses	\$21,193,661	\$27,073,996	\$5,880,335	27.75%
Capital	\$873,851	\$585,703	(\$288,148)	-32.97%
<b>Total Expenses</b>	<b>\$113,137,596</b>	<b>\$123,612,005</b>	<b>\$10,474,409</b>	<b>9.26%</b>
<b>Total Revenues Over Expenses</b>	<b>\$2,696,757</b>	<b>\$5,192,583</b>	<b>\$2,495,826</b>	<b>92.55%</b>

**Variance Analysis:**

<b>Revenues</b>
<b>State Government</b> funding decreased by \$5.3M; however, stimulus funds were provided from the federal gov't of \$5.1M, resulting in a net decrease of \$200k.
<b>Student Fees</b> increased by \$2.4M due to the new Technology Fee, \$8.3M from increased enrollment in credit programs (in-state and out-of-state), and \$0.7M from distance fees (also associated with enrollment growth).
<b>Other Revenue</b> increased primarily by Use of College Facilities (\$180k), Interest and Dividends (\$157k), and Misc Revenues (\$44k). These were primarily offset by a reduction of Collaborative Labs related revenues (\$230k).
<b>Fund Transfers In</b> increased primarily due to the dissolution of a short term loan fund (\$900k), transfers from Aux (\$515k), and transfers from other funds (\$167k).

<b>Expenses</b>
<b>Personnel expenses</b> increased \$4.8M from last year. This was primarily due to additional human resources required to manage the increased enrollment (\$1.4M adjuncts, \$0.6M in overloads, and \$1.2M in other professional/DPS/tech/clerical positions), along with increased benefit costs (\$1.6M), which includes Health Insurance, Life Insurance, Other Post Employment Benefits (OPEB), and Social Security/Medicare.
<b>Current Expenses</b> primarily increased due to the \$5M transfer to Fund 70 to reduce outstanding construction loans with no future repayment. Other increases included \$0.6M for other transfers out related to instruction, grant matches, and scholarships; \$0.3M for software; and \$0.3M for property/liability insurance.
<b>Capital expenses</b> decreased by \$190k for furniture and equipment, \$49k for computers (most are now leased instead of purchased), and \$49k for non-capital renovation.

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**10-197.** The Board considered Item VII-L, Dr. Law presented an update on 2010-11 and 2011-12 State Budgeting. He announced anticipated 5 percent budget cuts effective Jan. 1, 2011 and an additional 10 percent cut beyond that for 2011-12 planned budget submissions, effective July 1, 2011. He said the framework is still being worked on; however, as the College moves forward, he is seeking what values are important to the Board to guide decisions in honing the new budget to meet the target reduction. He stressed that SPC's mission is to keep the door open and protect its employees and core academic programs, while continuing to develop baccalaureate and student support programs. Mr. Burke commented briefly on high demand programs and their cost-effectiveness. Mr. Johnston recommended a cost analysis regarding the College's various programs to assist the Board in addressing future priorities in light of the College mission. Mr. Gibbons stated that the values noted above are critical and key tasks to focus on in moving the College forward. He asked that the cost analysis development be handled by Dr. Law and his staff due to their expertise, and that it then be brought back to the Board.

Dr. Law reviewed the contingency plan for the 2010-11 target reduction of \$3.15 million, noting he would be bringing a plan back to the Board by November for 2010-11 and 2011-12 cuts, which are in addition to the anticipated loss of \$5.18 million in 2010-11 stimulus funding. By February Board, he said he hopes to have a plan for the 2011-12 budget. He commended the previous work of the Board and staff in keeping the College in a good financial status.

Mr. Burke thanked Dr. Law for adding this important report to the agenda and asked that this item be addressed at each meeting. He added that caution will need to be exercised due a predicted slow economic recovery, which will result in decreased enrollment and loss of revenue, among other things.

A copy of this PowerPoint presentation is on file as **Attachment B – 10-197.**

**10-198.** Under the President's Report, Dr. Law discussed and highly recommended a national leadership opportunity that would allow SPC to participate in a pilot study for purposes of identifying and implementing a certification process being developed by the New Leadership Alliance for Student Learning and Accountability. He highlighted the current national-level importance of assessment, accountability and accreditation, and said the Alliance was formed to address national involvement in changing accreditation guidelines. Dr. Law noted he has invested much time to this issue, including holding a position on an AACCC executive committee for accreditation, and it is a big challenge for staff. He distributed a revised list of Board of Directors for the Alliance and agreed to keep the Board informed as the pilot study progresses. The Board offered its full support. Mr. Brett commended Dr. Law's leadership in refocusing SPC on its core mission as a teaching and learning institution. Mr. Burke commented on a recent *St. Petersburg Times* article regarding stimulus money going toward job training, which he said

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

received a lot of outside scrutiny. In conclusion, Dr. Law stated he feels that the investment of time and talent on how accreditation unfolds is worth the effort.

Information regarding this item is as follows:

Board Material Relating to  
Agenda Item VIII-A  
Meeting: July 22, 2010

**To:** Members, St. Petersburg College Board of Trustees  
**From:** Bill Law  
President  
**Date:** September 10, 2010  
**Subject:** National Leadership Opportunity

Among the most important topics being addressed at all levels of postsecondary education are assessment, accountability, and accreditation. For colleges, these areas of focus were elevated in importance under U.S. Secretary of Education Margaret Spellings and have continued to be emphasized by current U.S. Secretary of Education Arne Duncan. While we all have come to value the existing frameworks for regional accreditation, efforts at the federal level to effect more transparent and publicly understood systems of assessment are very active. Indeed, only last-minute intervention by prominent members of the United States Senate postponed a series of reforms set to be implemented by Secretary Spellings as the result of the work of the Spellings Commission Report (A Test of Leadership: Charting the Future of U.S. Higher Education) released in late 2006. To gain the postponement, however, national college and university leaders pledged to develop enhanced accreditation, assessment, and accountability measures from within existing associations and organizations. To focus on this commitment, an organization named the New Leadership Alliance for Student Learning and Accountability was formed. (Information about the Alliance is attached along with a list of the Board of Directors. See also their website at [www.newleadershipalliance.org](http://www.newleadershipalliance.org))

In November, I had occasion to be invited to Washington D.C. to participate with a group of postsecondary leaders (list attached) who are working on this public policy response for increased accountability, convened under the auspices of the New Leadership Alliance. A thorough review of enhanced efforts demonstrated a seriousness of purpose, but it was equally clear that these efforts were likely to fall short of satisfying federal Department of Education leadership. Additional work in the area of assessment, accountability and accreditation would be necessary.

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

One new area of interest was the possibility of developing a “certification” process to allow colleges and universities to demonstrate their commitment – and their results – to improved learning and effectiveness. The idea was that the certification process could evolve to an identity similar to our ‘green’ building certifications – LEED standards - that now describe our architecture and construction efforts. (See Attachment)

Upon my arrival at St. Petersburg College, I was contacted by David Paris, the Executive Director of the New Alliance to determine my interest in having St. Petersburg College participate in a pilot effort to identify and implement the certification process:

*“I realize that new Presidents probably don't want to be pushing things too far too fast, but being a pilot school would be more like doing a private audit of your institution's work on assessment and accountability. You would receive some evaluation and advice from experts who are helping us design the project (e.g. Peter Ewell, George Kuh), and we would receive your help in testing this program so that we can announce it next spring and actually solicit applications and certify schools.”*

I would like to accept the invitation to participate in this important national effort. I think that institutions with reputations as strong as ours have a responsibility to embrace leadership initiatives that will impact our entire industry. Moreover, if we choose not to participate, we will find ourselves implementing the work of others at some future date.

Benefits of participating in the pilot study include:

- Provides an opportunity to refocus and integrate SPC's core mission as a teaching and learning institution.
- Program shifts academic culture from meeting requirements to setting ambitious goals enhancing organizational effectiveness.
- Ensures program level learning outcomes are aligned with institutional learning outcomes.
- Improved student learning fosters enhanced student retention and graduation rates.
- The certification process provides the necessary infrastructure guidelines for a centralized data depository published on the SPC website.
- SPC would serve in a leadership role through the development of best practices in assessment as well as use of data for continuous improvement.



## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

- Certification lasts 3 years and can be renewed as appropriate if the institution continues to meet the guidelines.

I have presented the proposal to our academic leadership team and have received supportive, cautious feedback. Certainly we will learn some things about ourselves that we don't presently know; we will identify areas where we will need to develop new ideas or new tools. I expect that we will find our college to be well-situated to be among the very first institutions to gain this certification recognition when it is implemented.

Should the Board approve proceeding with this initiative, a committee of faculty, students and administrative staff will be formed to develop an action plan and timeline for pursuing certification.

Thank you for your consideration.

Attachments

### **The New Leadership Alliance for Student Learning and Accountability**

The New Leadership Alliance for Student Learning and Accountability (the Alliance) was established to improve student learning at the undergraduate level and to find educationally valid ways of demonstrating that such improvement is taking place.

The Alliance aims to improve student learning through voluntary and cooperative professional efforts to significantly improve assessment of, and accountability for, student learning outcomes. It also aims to convey to the higher education community and the larger public the importance of a quality college education in preparation for work, life, and responsible citizenship.

To achieve these aims the Alliance will partner with the higher education community to establish widely shared professional norms and practices that:

- Encourage colleges and universities to set clear and ambitious goals for learning, gather meaningful evidence about how well students are achieving those goals, and use that information to improve their programs.
- Set high standards for assessing and reporting on student learning outcomes.
- Organize and mobilize the higher education community to take leadership on these issues in ways that positively change institutional and individual practices and behaviors.
- Develop networks that share, adopt, and make sustainable improved practices in assessing and reporting on student learning outcomes, and in improving learning.
- Develop a clear voice and message concerning assessment, accountability, and student learning to policy leaders, employers, and the public.

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

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Vice President for Academic Affairs, Association of Public and Land-grant Universities

David Paris, ex officio  
Executive Director, New Leadership Alliance for Student Learning and Accountability

#### **NEW LEADERSHIP ALLIANCE CERTIFICATION PROGRAM**

The New Leadership Alliance for Student Learning and Accountability (the Alliance) was established to improve student learning at the undergraduate level and to find educationally valid ways of demonstrating that such improvement is taking place. The Alliance aims to improve student learning through voluntary and cooperative professional efforts to improve significantly assessment of, and accountability for, student learning outcomes. It will encourage colleges and universities to set clear and ambitious goals for learning, gather and report meaningful evidence about how well students are achieving those goals, and use that information to improve their programs.

As part of its efforts, the Alliance has established the *Excellent Practice in Student Learning Assessment EPSLA*) initiative. This Certification Program will recognize high level institutional performance in assessment and using evidence to improve student learning. Like the Leadership in Energy and Environmental Design (LEED) project run

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

by the U.S. Green Building Council, it is intended to motivate as many institutions as possible to meet high standards. The resulting recognition should persuade many high-performing institutions to seek certification and thereby inspire others to raise their own standards of performance. The certification process will help promote good practices in assessing and improving student learning and will encourage institutions to develop processes in a more meaningful, systematic way.

In order to be certified, an institution will have to demonstrate that it has explicit and ambitious learning outcomes for the institution as a whole and for all of its undergraduate academic and cocurricular programs. It will also have to demonstrate that program-level learning outcomes are consistent with institutional learning outcomes and that all its learning outcomes are consistent with widely acknowledged goals for higher education. It will be able to document that it routinely and systematically gathers evidence of the achievement of these outcomes using sound methodologies that allow judgments of effectiveness using external as well as internal criteria. The institution will also have to show that its leadership (including academic, student affairs, executive, and governing bodies), faculty, and administrators analyze and use the resulting evidence to improve programs and services continuously, and that learning has improved as a result of the evidence-informed changes. The institution will also have to publish on its website meaningful evidence about student learning at the institution, as well as other indicators of institutional performance.

Institutions seeking this voluntary certification will be evaluated using established criteria. Applications will be reviewed by a committee of experts according to rubrics that reflect the criteria. Certification will be for three years and can be renewed as appropriate, as long as the institution continues to meet the criteria.

#### **Establishing Student Learning Outcomes**

To be certified, an institution must publicly present a common set of student learning outcomes that apply to all undergraduate students, as well as specific student learning outcomes for academic and cocurricular programs. These learning outcomes must reflect the institution's mission and aspirations and must be consistent with generally accepted higher education goals. They must clearly articulate what (and at what level) students should be able to do, achieve, demonstrate, and know upon graduation. These outcomes must be a focal commitment of faculty, administrators, staff, and students. The institution must also be able to demonstrate the points in the curriculum and cocurriculum at which undergraduates achieve these learning outcomes.

*Please list your institution's student learning outcomes that apply to ALL undergraduate students and describe how the institution documents that they are a focal commitment for the work of all faculty and administrators. Please indicate how and where each of them are achieved on campus (e.g., through a curriculum map).*

*Please also identify which undergraduate academic programs and cocurricular programs have established student learning outcomes and which have not.*

#### **Establishing Systematic Processes for Gathering and Analyzing Evidence of Student Learning**

To be certified, an institution must show that it has documented, clearly articulated, intentional, and systematic processes for gathering and analyzing evidence of achievement of its overall and programmatic student learning outcomes. These processes must employ sound evidence-gathering approaches and must yield results that meet appropriate, externally-informed standards or benchmarks. These assessment efforts must be ongoing and integrated into the work of faculty, administrators, and staff. There must be appropriate support for doing assessment (staff, infrastructure, and professional development), and the institution must use widely accepted principles of good

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

analytical practice – including using multiple measures, employing sound approaches, and using systematic quantitative or qualitative methods.

*Please describe your institution's systematic processes for gathering and analyzing student learning outcomes evidence and how it is integrated into the culture of the institution. Please also describe the standards or benchmarks you use to determine if the results obtained are at appropriate levels.*

#### **Reporting on Evidence of Student Learning**

To be certified, the institution must make relevant evidence readily available to the public in an easily understandable way. It must report on how well it is achieving its student learning outcomes through information that is transparent, accessible, and understandable; and/or through events or meetings that are widely-publicized and well-attended. It must also make other indicators of institutional performance (e.g., retention rates, time to degree) available to the public.

*Please describe your institution's processes for disseminating assessment results. Who are the internal and external audiences? Which results are shared with each audience and how is this accomplished? Please supply a link to a web site at the institution that allows access to this information.*

#### **Using Evidence to Improve Student Learning**

To be certified, the institution's leadership (including academic, student affairs, executive, and governing bodies), faculty, and administrators must use the evidence generated by assessment to continuously improve academic programs, cocurricular programs, and support services. In addition, the institution must continuously review, reflect on, and monitor the changes that it has made over time to ensure their continuing effectiveness.

*Please describe, with specific examples, how the institution uses or has used evidence to change and improve the quality of academic programs, cocurricular programs, and support services; and how it ensures that evidence is continuously reviewed, reflected, and acted upon. Describe if any of these changes have resulted in better student learning.*

**10-199** President Law noted that when he interviewed with the Board, he said he would use the first few months to put together a Learning Plan. He shared a format sample, which was developed in SharePoint and is expected to go live next week, noting this site will be used for direct two-way communication between the president and other constituents, including the Board. He said he plans to bring a summary back to the Board in September regarding what he has learned in 90 days or less, which he hopes will be used as a road map in moving forward.

**10-200** The president announced the 2010 Fall Faculty welcome-back event scheduled for the Coliseum in downtown St. Petersburg, Thursday, August 19. He encouraged the trustees to attend and said invitations would be forthcoming with further details.

## **MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**10-201** Dr. Law reported on the recent Oil Spill Forum, which was the first event in a 3-part series to be held at the Seminole Campus in an effort to start the ball rolling on SPC's Public Policy Institute. He said the forum was very well received, and the next two related events are scheduled for Aug. 18 and Oct. 2. The president noted he would be bringing the Institute plan back to the Board during this timeframe as well. Mr. Burke noted the favorable publicity received as a result of this event. The president commended the efforts of Sen. Dennis Jones and Rep. Janet Long, whose duties have been partially shifted from International Education to this effort.

**10-202** Chairman Burke thanked the provosts for their reports and for their involvement in the community. He commented on the importance of integration with their local municipalities and ongoing relationships with their city leaders as vital to communicating who we are as a College and what we are doing, and paid tribute to the provosts for their active participation in this regard.

**10-203.** Under Item IX, Future Agenda Items, Mr. Burke sought consideration to engage other community partners in joint Board meetings over the next few years, specifically the Pinellas County School Board, the USF St. Petersburg Board, and the Board of County Commissioners, all of which the SPC Board shared a joint meeting with in the past. He said it would not only be important symbolically, but would force common agenda issues to the forefront. He asked that these be scheduled whenever possible and be in addition to regular Board meetings.

**10-204.** Mr. Gibbons asked that the Board find a way to show appreciation to legislators other than those still serving at the College. He cited the efforts of Congressmen C. W. Bill Young and Mike Bilirakis on behalf of SPC and asked the Board to engage further in thanking them in order to ensure continued strong relationships through upcoming tough budget times.

**10-205.** Mr. Gibbons reported that he will be traveling to Tallahassee on Friday, July 30, to join in the Tallahassee Community College event celebrating Dr. Law's legacy. He commended Dr. Law for this great tribute.

**MINUTES OF THE SPECIAL MEETING OF JULY 22, 2010**

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

**10-206.** Mr. Burke commented on faculty concerns expressed during the presidential hiring process and the fact that many of these are ongoing and need follow-up. He asked that Dr. Law consider a future workshop on these issues, particularly the salary scale movement, percentage-of-load issue for returning retired faculty, and emeritus program, in order to assist the Board in better understanding these concerns. He further requested a brief Faculty Senate report each month, in the same manner as is done with the provosts. Dr. Law responded that the Board should expect to see this reflected in the Learning Plan.

**10-207.** The Board confirmed its next meeting date and site as Tuesday, August 17, 2010, 8:30 a.m., at the Seminole Campus.

**10-208.** Having no further business to come before the Board, Chairman Burke adjourned the meeting at 11:05 a.m.

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**William D. Law, Jr.**

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

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**Kenneth P. Burke**

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