

# **AGENDA**

**ST. PETERSBURG COLLEGE BOARD OF TRUSTEES  
TUESDAY, AUGUST 17, 2010**

**SEMINOLE CAMPUS  
9200 – 113 STREET NORTH (UP 303)  
SEMINOLE, FLORIDA**

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

**Tour of Natural Habitat Park and Environmental Center  
(Meet in UPC First Floor Lobby)**

## **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. Valerie L. Polansky, Medical Laboratory Technology, Health Education Center
- B. Recognitions/Announcements. **NONE**

## **IV. REVIEW AND APPROVAL OF MINUTES**

Board of Trustees' Meeting of July 22, 2010

## **V. MONTHLY REPORTS**

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

C. Provosts – Nicotera, Vittetoe, White

D. Faculty Senate – Mahoney

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

**VII. NEW BUSINESS**

A. BIDS, EXPENDITURES AND CONTRACTS (through Purchasing). **NONE**

B. OTHER EXPENDITURES AND CONTRACTS

1. Microsoft Licensing, GP—Campus Agreement

C. GRANTS/RESTRICTED FUNDS CONTRACTS

1. Application/Acceptance

a. Pinellas County Emergency Medical Services Authority—Continuing Medical Education

b. Florida Education Fund for Higher Education—Center of Excellence Program

c. U.S. Department of Justice, Bureau of Justice—Congressionally Selected Award

d. U.S. Department of Justice, Office of Community Oriented Policing Services—Community Policing Podcasts and Outreach Efforts

e. U.S. Department of Justice, Office of Community Oriented Policing Services—Community Policing Development: Ethics and Integrity—Use of Force and Community Perceptions Project

f. U.S. Department of Justice, Office of Community Oriented Policing Services—COPS Emerging Issues Forums

g. U.S. Department of Justice, Office of Community Oriented Policing Services—Community Policing Development: Open Category—COPS Response Series

h. Rutherford Training Consultants—Online Course for Counter-Terrorism Awareness Workshop

2. Amendment(s). **NONE**

D. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION

1. Final Capital Improvement Program (CIP) for FY 2011-2012 through 2015-2016
2. Selection for Construction Manager at Risk Services, Ethics and Social Science Building, Clearwater Campus
3. Second Amendment to Lease Agreement between St. Petersburg College and the Dollars for Scholars of St. Petersburg, Inc., for a Lease of Space in the Health Education Center (Building No. 64)
4. Review of Phase III Construction Documents, Project 597-D-10-5, Remodel/Renovate for Classrooms/Labs (College of Education), Olympia Building, Tarpon Springs Campus
5. Certificate of Final Inspection and Release of Final Payment, Project 1707-Q-06-4, Natural Habitat Park and Site Improvement, Seminole Campus

E. AGENCY BILLINGS. **NONE**

F. PERSONNEL

1. Personnel Report
2. Vision Plan

G. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing

- Rule 6Hx23-4.32 General Education Requirements for Associate Degree Programs

H. CURRICULUM

1. Credit Curriculum
2. Noncredit Curriculum

I. STUDENT TUITION AND FEES REPORT

J. FINANCIAL REPORT AND UPDATE (information)

K. E-CAMPUS PRESENTATION (Olliver, Cooper, Westergard)\*

L. FALL SEMESTER ENROLLMENT OVERVIEW (information)\*

1. Who's Here?

**VIII. PRESIDENT'S REPORT**

**IX. FUTURE AGENDA ITEMS**

**X. NEXT MEETING DATE AND SITE**

Tuesday, September 21, 2010, 8:30 a.m., EpiCenter

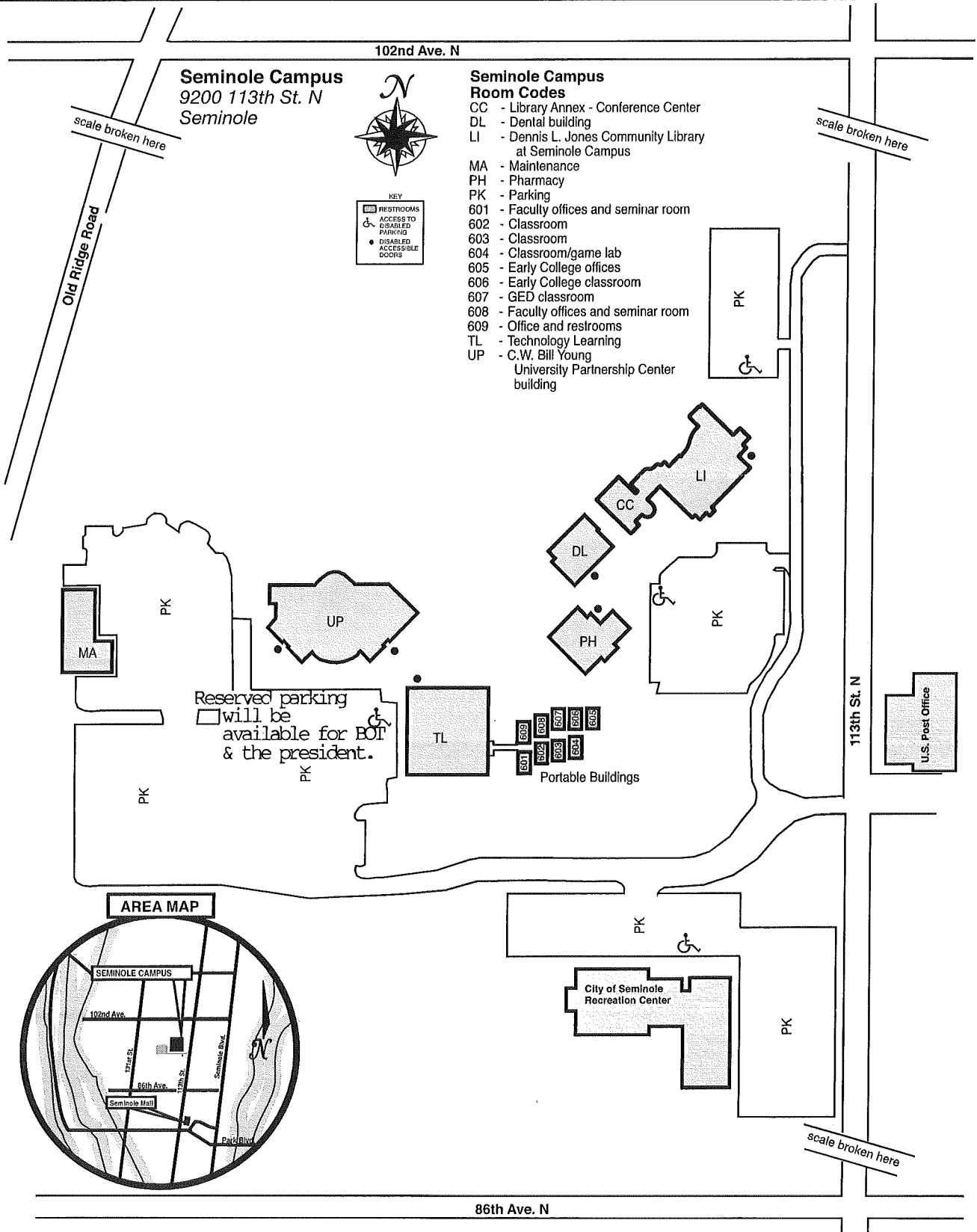
**XI. ADJOURNMENT**

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting Tuesday, August 17, 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**

# Seminole Campus



**Seminole Campus**  
9200 113th St. N  
Seminole

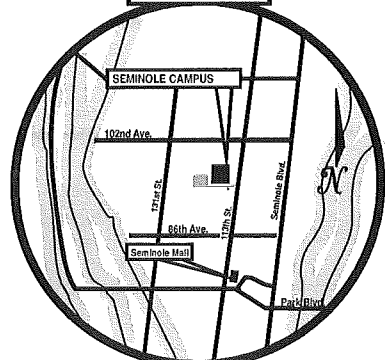


**Seminole Campus Room Codes**

- CC - Library Annex - Conference Center
- DL - Dental building
- LI - Dennis L. Jones Community Library at Seminole Campus
- MA - Maintenance
- PH - Pharmacy
- PK - Parking
- 601 - Faculty offices and seminar room
- 602 - Classroom
- 603 - Classroom
- 604 - Classroom/game lab
- 605 - Early College offices
- 606 - Early College classroom
- 607 - GED classroom
- 608 - Faculty offices and seminar room
- 609 - Office and restrooms
- TL - Technology Learning
- UP - C.W. Bill Young University Partnership Center building

Reserved parking will be available for BOT & the president.

**AREA MAP**



86th Ave. N

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Microsoft Licensing, GP—Campus Agreement

**Authorization is sought to increase the expenditure approval associated with the College's current Campus Agreement with Microsoft Licensing, GP (Microsoft) for an additional amount not to exceed \$51,041.** The Agreement was initially approved for an anticipated expenditure not to exceed \$245,700 over the period of three years. However, since that time, the College's employee full-time equivalent (FTE) level has increased and the College desires to expand its licenses under the Agreement. Therefore, the additional cost to continue the Agreement through August 31, 2011 will not exceed \$51,041, for a total contract amount not to exceed \$296,741. The College pays such costs to Dell Corporation, the designated reseller for Microsoft. **Authorization is also requested to enter into any necessary contracts or amendments that may be associated with this transaction.**

**Background:** On August 27, 2008, the College executed a three-year agreement with Microsoft for "Core CALS" which authorized the use of desktop operating systems, Microsoft Office Professional, Visual Studio, and other Microsoft products. These licenses restricted the use of several product categories but locked in a per employee FTE rate for three years. The employee FTE at the time was 1520 and has since increased to 1833 for the 2009-10 year.

The additional expenditure amount being requested will allow the College to change the licenses from the "Core CALS" to "Enterprise CALS" to expand and/or implement the use of desktop operating systems (Windows XP, Windows 7), Microsoft Office Professional (MS Word, MS Excel, MS PowerPoint, and MS Access), Visual Studio, SQLServer, SharePoint, unified messaging, video conferencing and instant messaging. The licenses will also allow the College to install various versions of these software products on College desktops while allowing faculty and staff a work at home right for Microsoft Office products. The College may also license server operating systems and other server software under this Agreement.

Syd McKenzie, General Counsel; Doug Duncan, Senior Vice President, Administration/Business & Information Services; and Daya Pendharkar, Associate Vice President, Information Systems, recommend approval.

dp0806106

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Pinellas County Emergency Medical Services Authority—Continuing Medical Education

**Authorization is sought to continue the agreement between St. Petersburg College Emergency Medical Services Continuing Medical Education Program and Pinellas County Emergency Medical Services Authority through September 30, 2012, in an amount not to exceed \$500,000 for any given year.**

Funding for the College's services will be provided through the Pinellas County EMS Authority and the College will be compensated for the total cost of the program plus a sum equal to 15% of the program cost. For the period commencing October 1, 2010, and ending September 30, 2011, the College expects to receive approximately \$450,224.98 for its services. This includes approximately \$58,725 which the College expects to recover for indirect costs. See attached Information Summary for additional information. The Board will continue to be advised, annually, as to the compensation to be provided to the College by the Pinellas County EMS Authority for the next fiscal period.

The Agreement sets forth performance standards and monetary penalties that will be incurred if the standards are not met. The College provides Continuing Medical Education and Remedial Training to EMTs, Paramedics, and Registered Nurses of the Pinellas County EMS System under the joint auspices of the EMS Authority and St. Petersburg College.

Syd McKenzie, General Counsel; and Phil Nicotera, Provost, Health Education Center, recommend approval.

Attachment

pn0806105

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

**Date of BOT Meeting:** August 17, 2010

**Funding Agency or Organization:** Pinellas County Emergency Medical Services Authority

**Name of Competition/Project:** Continuing Medical Education Program

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

**Grant/Contract Time Period:** **Start:** 10/1/10 **End:** 9/30/11 (Year 2)

**Cabinet Member:** Phil Nicotera

**Manager:** TBA

**FOCUS OF PROPOSAL:** To continue to provide Continuing Medical Education and Remedial Training to EMTs, Paramedics, and Registered Nurses of the Pinellas County EMS System under the joint auspices of the Pinellas County EMS Authority and the 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	\$305,999.98
Materials & Supplies	18,000.00
Consultants & Professional Services	64,500.00
Travel, Subscriptions & Memberships	3,000.00
Indirect Costs	<u>\$ 58,725.00</u>
<b>Total</b>	<b>(Year 2 Only) \$450,224.98</b>

**FUNDING:**

*Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)* \$450,224.98

*Total amount from funder:* \$450,224.98

*Amount/value of match:* Cash: N/A  
In-kind: N/A

*Required match or cost sharing:* No  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* Based on the projected budget above, SPC expects to recover \$58,725 in indirect costs.

*(Fixed) administrative fee* N/A

*Software/material* N/A

*Equipment* N/A

*Staff Training* N/A

*FTE* N/A

*Other* N/A

**COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED:**

College Goal: III. Promote the community's economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives.

Institutional Initiative(s): 3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Florida Education Fund for Higher Education—Center of Excellence Program

**Confirmation is sought to accept a grant award that was submitted, subject to Board of Trustees' approval, to the Florida Education Fund for Higher Education to receive approximately \$21,000 to conduct the Center of Excellence Program from July 1, 2010 through June 30, 2011. Permission is also sought to enter into any necessary agreement(s) and to accept funding, if awarded.** The goal of the Center of Excellence Program (COEP) is to intervene in the lives of minority school children at an early age so that they will not lose interest in education and will continue to succeed in public school as well as in postsecondary education.

There are three primary components to the COEP. They are: 1) developing Academic Enrichment Centers where students will receive after-school assistance with homework and/or tutoring to build skills in language arts/communication and mathematics; 2) recognizing high achieving students and inducting them into the National Achievers Honor Society; 3) sponsoring countywide and regional Black History Competition, Culture Brain Bowl, mathematics, and spelling competitions and 4) participating in the Annual Statewide Brain Bowl Competitions and Florida National Achievers Society Summit. Local organizational resources, such as churches and recreation centers, will be enlisted by the College to assist in achieving the program goals. Approximately 125 students will be served by the Center's various activities.

The award funds will be used to pay tutors/advisors, and other personnel hired to support program activities. Other major expenditures include transportation costs associated with field trips; student activity costs; seminars and meeting expenses; and costs for educational materials, printing and supplies. See attached Information Summary for additional information.

Although no cash match is required, the College does provide an in-kind match of secretarial and administrative support. The award also requires the Program Director or representative to attend quarterly directors' meetings and produce an Annual Performance Report, quarterly fiscal reports, and quarterly data reports.

Syd McKenzie, General Counsel; Karen Kaufman White, Provost, St. Petersburg/Gibbs Campus; and Linda L. Hogans, Director, Special Programs, recommend approval.

Attachment

lh0809106

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

**Date of BOT Meeting:** August 17, 2010

**Funding Agency or Organization:** The Florida Education Fund for Higher Education

**Name of Competition/Project:** Center of Excellence

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

**Grant/Contract Time Period** **Start:** 7/1/10 **End:** 6/30/11

**Cabinet Member:** Karen Kaufman White

**Manager:** Linda L. Hogans

**FOCUS OF PROPOSAL:** The Center of Excellence (COE) utilizes group achievement strategies to increase the pool of African-American and other historically under-represented students who are prepared, motivated, and qualified to enter higher education. The COE includes four components: 1) National Achievers Society; 2) Academic Enrichment Centers; 3) Black History and Culture Brain Bowl and Mathematics Brain Bowl Competition; and 4) a Parent Association.

**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.)

Salaries & Benefits	\$ 2,029
Consultants	\$ 5,268
Printing	70
Travel	\$ 7,909
Other Expenses	<u>\$ 5,724</u>
<b>Total</b>	<b>\$21,000</b>

**FUNDING:**

*Total proposal budget:  
(includes amount requested from funder,  
cash and in-kind matches listed below)* \$21,000

*Total amount from funder:* \$21,000

*Amount/value of match:* Cash: N/A  
In-kind: Minimal contribution as described below.\*

<i>Required match or cost sharing:</i>	No	X	Yes
<i>Voluntary match or cost sharing:</i>	No		Yes X
<i>Source of match/cost sharing:</i>	*Personnel for secretarial and administrative support		

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

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

**COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED:**

- |                                   |   |
|-----------------------------------|---|
| <i>College Goal:</i>              | II. Maintain the “open door” by providing opportunities for under-prepared students to achieve college entry level skills through college preparatory programs and services;  |
| <i>Institutional Initiatives:</i> | <ol style="list-style-type: none"> <li>1. Improve the year-over-year success rate of academically under-prepared students through the development, implementation, and evaluation of successful intervention strategies. The new Student Success committee will serve as the primary conduit for this initiative.</li> <li>2. Achieve state accountability results equal to or exceeding the Florida Community College System (FCCS) mean for similar Colleges with particular emphasis on college preparatory math results.</li> <li>3. Increase the percentage of recent minority high school graduates attending college.</li> </ol> |

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** U.S. Department of Justice, Bureau of Justice—Congressionally Selected Award

**Confirmation is sought for a solicited grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's National Terrorism Preparedness Institute, to the Bureau of Justice Assistance to develop and deliver training for criminal justice professionals and emergency responders. The project will include multi-faceted multimedia distance learning solutions to deliver cost effective training solutions. 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 design, develop, and deliver a series of broadcasts/webcasts; scenario based training videos mobile learning applications; and social media pages. The period of performance will commence approximately October 1, 2010 and end March 31, 2012. Anticipated revenue to the College will be a total of \$1,500,000. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

e10806104

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

**Date of BOT Meeting:** August 17, 2010

**Funding Agency or Organization:** U.S. Department of Justice, Bureau of Justice Assistance

**Name of Competition/Project:** Congressionally Selected Award: National Terrorism Preparedness Institute (FY 2010 Earmark)

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

**Grant/Contract Time Period:** **Start:** 10/1/10 **End:** 3/31/12 (estimated)

**Cabinet Member:** James C. Brock

**Manager:** Eileen LaHaie

**FOCUS OF PROPOSAL:** St. Petersburg College’s National Terrorism Preparedness Institute submitted a proposal to the Bureau of Justice Assistance to develop and deliver training for criminal justice professionals and emergency responders. The project will include multi-faceted multimedia distance learning techniques to deliver cost effective training solutions. Funds from this grant shall be used to design, develop, and deliver a series of broadcasts/webcasts; scenario based training videos; mobile learning applications; and social media pages.

**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	\$ 749,925
Benefits	\$ 269,973
Travel	\$ 29,176
Supplies	\$ 2,284
Consultants	\$ 62,748
Other	\$ 8,682
Indirect	<u>\$ 377,212</u>
Total Budget	\$1,500,000

**FUNDING:**

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

\$1,500,000

*Total amount from funder:*

\$1,500,000

*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*

\$377,212 = 50.3% of salaries (\$749,925)

*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:*

III. Promote the community’s economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives.

*Institutional Initiative(s):*

3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** U.S. Department of Justice, Office of Community Oriented Policing Services—  
Community Policing Podcasts and Outreach Efforts

**Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Regional Community Policing Institute, to the Office of Community Oriented Policing Services (COPS) to develop the COPS Podcast Series.** The project includes multimedia solutions highlighting the philosophy of community policing which promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address conditions that give rise to public safety issues. **Authorization is also 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 and deliver multimedia products including podcasts, videos, and webinars to advance community policing, problem solving, and community engagement. The COPS Podcast Series will advance the practice of community policing as an effective strategy in communities' efforts to improve public safety.

The period of performance will commence approximately October 1, 2010 and end September 30, 2011. Anticipated revenue to the College will be a total of \$100,000. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

el0806104





<i>Total amount from funder:</i>	\$100,000		
<i>Amount/value of match:</i>	Cash:	N/A	
	In-kind:	N/A	
<i>Required match or cost sharing:</i>	No	X	Yes
<i>Voluntary match or cost sharing:</i>	No	X	Yes
<i>Source of match/cost sharing:</i>	N/A		

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

<i>Negotiated indirect cost</i>	N/A
<i>(Fixed) administrative fee</i>	Indirect cost was waived by Theresa Furnas due to the level of funding available and to allow the application to be competitive.
<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**

<i>College Goal:</i>	III. Promote the community’s economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives.
<i>Institutional Initiative(s):</i>	3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** U.S. Department of Justice, Office of Community Oriented Policing Services—Community Policing Development: Ethics and Integrity—Use of Force and Community Perceptions Project

**Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Regional Community Policing Institute (RCPI), to the Office of Community Oriented Policing Services to develop and implement the Use of Force and Community Perceptions Project.** Through this project, RCPI will identify successful strategies and best practices to create a proactive approach to dealing with use of force issues and community perceptions. The project will advance the practices of community policing as an effective strategy in communities' efforts to improve public safety. **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, coordinate, and provide logistical support for a national symposium and a series of focus group meetings, and producing publishable reports on meeting outcomes. The Use of Force and Community Perceptions Project will advance the practice of community policing as an effective strategy in communities' efforts to improve public safety.

The period of performance will commence approximately October 1, 2010 and end September 30, 2012. Anticipated revenue to the College will be a total of \$500,000. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

el0806105

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

**Date of BOT Meeting:** August 17, 2010

**Funding Agency or Organization:** U.S. Department of Justice, Office of Community Oriented Policing Services

**Name of Competition/Project:** Community Policing: Ethics & Integrity—Use of Force & Community Perceptions

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

**Grant/Contract Time Period:** **Start:** 10/1/10 **End:** 9/30/12 (estimated)

**Cabinet Member:** James C. Brock

**Manager:** Eileen LaHaie

**FOCUS OF PROPOSAL:** St. Petersburg College’s Regional Community Policing Institute submitted a proposal to the Office of Community Oriented Policing Services to develop and implement the Use of Force and Community Perceptions Project. Funds from this grant shall be used to develop, coordinate, and provide logistical support for a national symposium and a series of focus group meetings, and producing publishable reports on meeting outcomes. The *Use of Force and Community Perceptions Project* will advance the practice of community policing as an effective strategy in communities’ efforts to improve public safety.

**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	\$ 154,630
Benefits	\$ 55,667
Travel	\$ 42,404
Supplies	\$ 5,885
Consultants	\$ 163,635
Other	\$ 0
Indirect	<u>\$ 77,779</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*

\$77,779 = 50.3% of salaries (\$154,630).

*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:*

III. Promote the community’s economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives.

*Institutional Initiative(s):*

3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** U.S. Department of Justice, Office of Community Oriented Policing Services—  
COPS Emerging Issues Forums

**Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Regional Community Policing Institute, to the Office of Community Oriented Policing Services to plan and execute a series of COPS Emerging Issues Forums. The forums will advance the practices of community policing as an effective strategy in communities' efforts to improve public safety. 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 for planning, facilitating, managing substantive and logistical details, executing successful meetings, and producing publishable reports on meeting outcomes. The COPS Emerging Issues Forums will advance the practice of community policing as an effective strategy in communities' efforts to improve public safety.

The period of performance will commence approximately October 1, 2010 and end September 30, 2012. Anticipated revenue to the College will be a total of \$149,962. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

el0806104

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

**Date of BOT Meeting:** August 17, 2010

**Funding Agency or Organization:** U.S. Department of Justice, Office of Community Oriented Policing Services

**Name of Competition/Project:** Emerging Issues Forums

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

**Grant/Contract Time Period:** **Start:** 10/1/10 **End:** 9/30/12 (estimated)

**Cabinet Member:** James C. Brock

**Manager:** Eileen LaHaie

**FOCUS OF PROPOSAL:** St. Petersburg College’s Regional Community Policing Institute submitted a proposal to the Office of Community Oriented Policing Services to plan and execute a series of COPS Emerging Issues Forums. Funds from this grant shall be used for planning, facilitating, managing substantive and logistical details, executing successful meetings, and producing publishable reports on meeting outcomes. The COPS Emerging Issues Forums will advance the practice of community policing as an effective strategy in communities’ efforts to improve public safety.

**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	\$ 32,900
Benefits	\$ 11,844
Travel	\$ 62,640
Supplies	\$ 1,280
Consultants	\$ 41,298
Other	\$ 0
Indirect	<u>\$ 0</u>
<b>Total Budget</b>	<b>\$149,962</b>

**FUNDING:**

*Total proposal budget:  
(includes amount requested from funder,  
cash and in-kind matches listed below)* \$149,962

<i>Total amount from funder:</i>	\$149,962		
<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>	Indirect cost was waived by Theresa Furnas due to the importance of project, level of funding available, and past similar waivers for this particular continuation project.
<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**

<i>College Goal:</i>	III. Promote the community's economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives.
<i>Institutional Initiative(s):</i>	3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.



August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** U.S. Department of Justice, Office of Community Oriented Policing Services—  
Community Policing Development: Open Category—COPS Response Series

**Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Regional Community Policing Institute, to the Office of Community Oriented Policing Services to develop and deliver the COPS Response Series.** The COPS Response Series will entail a series of broadcasts and multimedia efforts to disseminate community policing information to the public and the law enforcement community. The project will advance the practices of community policing as an effective strategy in communities' efforts to improve public safety. **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 design, develop, and deliver a series of broadcasts and webinars to increase awareness of successful community policing strategies. The *COPS Response Series* will advance the practice of community policing as an effective strategy in communities' efforts to improve public safety.

The period of performance will commence approximately October 1, 2010 and end September 30, 2012. Anticipated revenue to the College will be a total of \$498,323. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

el0806104

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

**Date of BOT Meeting:** August 17, 2010

**Funding Agency or Organization:** U.S. Department of Justice, Office of Community Oriented Policing Services

**Name of Competition/Project:** Community Policing Development: Open Category—COPS Response Series

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

**Grant/Contract Time Period:** **Start:** 10/1/10 **End:** 9/30/12 (estimated)

**Cabinet Member:** James C. Brock

**Manager:** Eileen LaHaie

**FOCUS OF PROPOSAL:** St. Petersburg College’s Regional Community Policing Institute submitted a proposal to the Office of Community Oriented Policing Services to develop and deliver the COPS Response Series, a series of broadcasts and multimedia efforts to disseminate community policing information to the public and the law enforcement community. The project will advance the practices of community policing as an effective strategy in communities’ efforts to improve public safety. Funds from this grant shall be used to design, develop, and deliver a series of broadcasts and webinars to increase awareness of successful community policing strategies.

**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	\$ 212,834
Benefits	\$ 76,620
Travel	\$ 28,441
Supplies	\$ 5,800
Consultants	\$ 66,396
Other	\$ 1,176
Indirect	<u>\$ 107,056</u>
 Total Budget	 \$ 498,323

**FUNDING:**

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

\$498,323

*Total amount from funder:*

\$498,323

*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*

\$107,056 = 50.3% of salaries (\$212,834).

*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:*

III. Promote the community's economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives.

*Institutional Initiative(s):*

3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Rutherford Training Consultants—Online Course for Counter-Terrorism Awareness Workshop

**Confirmation is sought for an agreement entered into, subject to Board of Trustees' approval, by St. Petersburg College's National Terrorism Preparedness Institute (NTPI), with Rutherford Training Consultants (RTC) to develop an online training program based on RTC's Counter-Terrorism Awareness Workshop.**

Through this project, NTPI will develop an online training program in ANGEL based on the Counter-Terrorism Awareness Workshop workbook and PowerPoint supplied by RTC. NTPI will use existing content to create an online course, create interactions by storyboarding concepts based on content objectives, develop 35-40 interactions, and implement an assessment and certificate at the conclusion of the course.

The period of performance will commence approximately July 26, 2010 and end December 31, 2010. Anticipated revenue to the College will be a total of \$10,345.40. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

e10806104

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

**Date of BOT Meeting:** August 17, 2010

**Funding Agency or Organization:** Rutherford Training Consultants

**Name of Competition/Project:** Online Course for Counter-Terrorism Awareness Workshop

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

**Grant/Contract Time Period:** **Start:** 7/26/10 **End:** 12/31/10 (estimated)

**Cabinet Member:** James C. Brock

**Manager:** Eileen LaHaie

**FOCUS OF PROPOSAL:** St. Petersburg College’s National Terrorism Preparedness Institute submitted a proposal to Rutherford Training Consultants (RTC) to develop the Counter-Terrorism Awareness online curriculum. Through this project, NTPI will develop an online training program in ANGEL based on the Counter-Terrorism Awareness Workshop workbook and PowerPoint supplied by RTC. NTPI will use existing content to create an online course, create interactions by storyboarding concepts based on content objectives, develop 35-40 interactions, and implement assessment and certificate at the conclusion of the course.

**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	\$ 7,226.56
Benefits	\$ 2,601.56
Travel	\$ 0
Supplies	\$ 0
Consultants	\$ 0
Other	\$ 0
Indirect	<u>\$ 517.28</u>
<b>Total Budget</b>	<b>\$ 10,345.40</b>

**FUNDING:**

*Total proposal budget:  
(includes amount requested from funder,  
cash and in-kind matches listed below)* \$10,345.40

<i>Total amount from funder:</i>	\$10,345.40
<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>	\$517.28 = 5% of contract total to cover administrative costs.
<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**

<i>College Goal:</i>	III. Promote the community's economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives.
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<i>Institutional Initiative(s):</i>	3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.
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August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Final 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 was 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 Services and Administration Building, Library and continuation of the construction and site acquisition for the Downtown Center.

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 these 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 was reviewed and approved at the July 22, 2010 meeting, and is attached to this memo. Revisions have been made to this draft summary based upon clarifications from the State Board of Education, Office of Educational Facilities, and are listed below:

- 1) Deleted the Natural Habitat Park at Seminole Campus from under New Construction (line item #7) and added the request for matching funds for Site Development at Seminole Campus to our Renovation Projects for a possible \$100,000 match for site work as part of the project.
- 2) Removed the Student and Support Services project previously listed under New Construction (line item #4), combined this project under New Construction Priority #2 with the Administration Building at Clearwater Campus, and adjusted the total funding request accordingly.
- 3) The Student Activities Building under New Construction (line item #4) is now listed as a separate funding request.

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

**Approval is sought from the Board of Trustees to proceed with the final Capital Improvement Program as outlined above, and to submit it to the Division of Community Colleges.**

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

Attachments

bs0806103



**FINAL**  
**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:**

PRI #	PROJECT DESCRIPTION	2011-12	2012-13	2013-14	2014-15	2015-16	FOR CIP 5YR TERM
1	General Ren/Rem, Roofs, HVAC, ADA, Utilities, Site Improvements - Collegewide	\$6,244,402	\$2,441,952				\$8,686,354
	Ren/Rem Facility 51 - Technology Learning Center - SE		\$480,000				\$480,000
	Ren/Rem Administration - 1st & 2nd Floor, Site Imp. - SP/G	\$2,146,468					\$2,146,468
	Ren/Rem Gym, PE Bldgs., Site Imp-SP/G		\$4,530,331	\$4,530,331			\$9,060,662
	Ren/Rem Maintenance, Site Improvements - CL		\$2,534,099				\$2,534,099
	Ren/Rem Orthotics & Prosthetics Building, Site Imp, HEC (FECG)	\$8,450					\$8,450
	Ren/Rem Palladium Building, Site Imp, St.Pete/Gibbs (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/Gibbs Campus (FECG)	\$26,500					\$26,500
	Ren/Rem Annex 2 Building, Site Imp, Epi Center (FECG)	\$2,000,000					\$2,000,000
	Site Development, SE (FECG)	\$100,000					\$100,000
<b>TOTAL RENOVATION PROJECTS</b>		<b>\$10,536,120</b>	<b>\$9,986,382</b>	<b>\$4,530,331</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,052,833</b>

Begin New 5-Year Survey

**REMODELING PROJECTS:**

PRI #	PROJECT DESCRIPTION	2011-12	2012-13	2013-14	2014-15	2015-16	FOR CIP 5YR TERM
4	Rem/Ren Classrms/Labs/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:**

PRI #	PROJECT DESCRIPTION	2011-12	2012-13	2013-14	2014-15	2015-16	FOR CIP 5YR TERM
2	Construct Student Support Services and Administration Building, Clearwater Campus	\$1,426,428	\$11,771,428	\$1,426,428			\$14,624,284
3	Construct Library Building, Site Improvements, Clearwater Campus	\$2,075,565	\$2,500,000	\$14,104,521	\$2,075,565		\$20,755,651
5	Adjacent Land and Facilities Acquisition - Collegewide (partial) spc	\$1,876,541					\$1,876,541
	Construct Student Activities Building - Clearwater Campus		\$370,500	\$3,334,501			\$3,705,001
	Construct Marine Science Lab/Classrooms and Site Improvements, Utilities - Bay Pines		\$2,144,130				\$2,144,130
	Construct Additional Parking 80 Spaces (once Vet Tech is Demolished) - HEC	\$350,000					\$350,000
							\$0
<b>TOTAL NEW CONSTRUCTION PROJECTS</b>		<b>\$5,728,534</b>	<b>\$16,786,058</b>	<b>\$18,865,450</b>	<b>\$2,075,565</b>	<b>\$0</b>	<b>\$43,455,607</b>

<b>GRAND TOTAL OF ALL PROJECTS</b>		<b>\$18,204,350</b>	<b>\$28,712,136</b>	<b>\$23,395,781</b>	<b>\$2,075,565</b>	<b>\$0</b>	<b>\$72,387,832</b>
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**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.

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

bs0712104

APPROVED

**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:**

PRI #	PROJECT DESCRIPTION	2011-12	2012-13	2013-14	2015-16	2016-17	FOR CIP 5YR TERM
1	General Ren/Rem, Roofs, HVAC, ADA, Utilities, Site Improvements - Collegewide	\$6,244,402	\$2,441,952				\$8,686,354
	Ren/Rem Facility 51 - Technology Learning Center - SE		\$480,000				\$480,000
	Ren/Rem Administration - 1st & 2nd Floor, Site Imp. - SP/G	\$2,146,468					\$2,146,468
	Ren/Rem Gym, PE Bldgs., Site Imp-SP/G		\$4,530,331	\$4,530,331			\$9,060,662
	Ren/Rem Maintenance, Site Improvements - CL		\$2,534,099				\$2,534,099
	Ren/Rem Orthotics & Prosthetics Building, Site Imp, HEC (FECG)	\$8,450					\$8,450
	Ren/Rem Palladium Building, Site Imp, St.Pete/Gibbs (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/Gibbs Campus (FECG)	\$26,500					\$26,500
	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>

Begin New 5-Year Survey

**REMODELING PROJECTS:**

PRI #	PROJECT DESCRIPTION	2011-12	2012-13	2013-14	2015-16	2016-17	FOR CIP 5YR TERM
4	Rem/Rem Classrms/Labs/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:**

PRI #	PROJECT DESCRIPTION	2011-12	2012-13	2013-14	2015-16	2016-17	FOR CIP 5YR TERM
2	Construct Administration Building (includes Student Services in SF/budget), Clearwater Campu	\$1,205,928	\$9,647,426	\$1,205,928			\$12,059,282
3	Construct Library Building, Site Improvements, Clearwater Campus	\$2,075,565	\$2,500,000	\$14,104,521	\$2,075,565		\$20,755,651
5	Adjacent Land and Facilities Acquisition - Collegewide (partial) spc	\$1,876,541					\$1,876,541
	Construct Student and Support Services, Student Activities - CL		\$7,756,943	\$1,305,192			\$9,062,135
	Construct Marine Science Lab/Classrooms and Site Improvements, Utilities - Bay Pines		\$2,144,130				\$2,144,130
	Construct Additional Parking 80 Spaces (once Vet 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>\$16,615,641</b>	<b>\$2,075,565</b>	<b>\$0</b>	<b>\$46,347,739</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>
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August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Selection for Construction Manager at Risk Services, Ethics and Social Science Building, Clearwater Campus

At its May 18, 2010 meeting, in the Annual Capital Outlay Budget and Operating Budget and Auxiliary Fund Budget Board Memo, (Agenda Item IX-L), the Board of Trustees authorized the College to advertise for and select firms for projects under the Professional Services Selection Process.

The Legal Notice of Request for Qualifications for Construction Manager at Risk Services, for the Ethics and Social Science Building, Clearwater Campus appeared in the *St. Petersburg Times* on June 21, 2010.

The selection committee was comprised of the following members: Susan M. Reiter, Vice President of Facilities Planning & Institutional Services; Michael Carter, Director of Design and Construction, Facilities Planning & Institutional Services; Stan Vittetoe, Provost of Clearwater Campus; Joseph Leopold, Academic Department Chair for Social Sciences, Clearwater Campus; Jason Green, Sustainability Coordinator and Instructor; Phil Scala, Site Supervisor, Clearwater Campus; and Bea Steele, Facilities Planner and Project Specialist. Additionally, Architecture and Construction students at the Clearwater Campus were active participants of this selection process (although they were non-voting members). The College received twenty (20) submittals and interviewed five (5) firms from those received.

In following the current process for selection under the Competitive Negotiations Act, F.S. 287.055, Susan Reiter abstained from voting on the above ranking, however was present for each of the presentations. Susan Reiter, in accordance with the Board-approved selection process, does hereby make the following recommendation in ranked order:

1. A. D. Morgan Corporation
2. W. G. Mills
3. Biltmore Construction
4. Ajax Building Corporation
5. Beck Group

The A.D. Morgan Corporation is a firm the College has worked with primarily on its Seminole Campus, and they are celebrating their 22<sup>nd</sup> year in business in the Tampa Bay area. They have successfully completed multiple classroom buildings for the College, including the University Partnership Building, UF Dental Building, UF Pharmacy Building, as well as the Seminole Community Library.

**Authorization is requested for the following:**

- **To approve the ranking as recommended by Susan Reiter, Vice President of Facilities Planning & Institutional Services and to proceed with contract negotiations with the #1 ranked firm;**
- **To assign the Ethics and Social Science Building, Clearwater Campus Project as deemed necessary in accordance with the advertisement for the Construction Manager at Risk Contract;**
- **To issue all purchase orders including Direct Purchases, in accordance with the contract documents and upon receipt of individual proposals based upon the assigned Projects;**
- **To proceed without the need for additional approval by the Board (assuming availability of funds); and**
- **To adjust the amount of the purchase orders based on the subsequent Board of Trustees' approved construction documents and accepted Guaranteed Maximum Price.**

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

mdc0806103

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Second Amendment to Lease Agreement between St. Petersburg College and the Dollars for Scholars of St. Petersburg, Inc., for a Lease of Space in the Health Education Center (Building No. 64)

The Board previously approved a lease agreement between St. Petersburg College and the Dollars for Scholars of St. Petersburg, Inc., on March 17, 2009. The First Amendment to this lease agreement was approved by the Board on February 23, 2010, and modified the term to be on a month-to-month basis while adding a portable structure and a storage unit to the leased space with the balance of the terms and conditions remaining the same as the original agreement. Approval of the Second Amendment (as attached) will modify the lease agreement to eliminate the telephone and internet access being provided by the College.

The salient terms and conditions are set forth below:

- The Term of the Agreement, Section 5, Paragraph 2, shall be amended to reflect that the Dollars for Scholars will no longer be receiving telephone lines nor internet access from the College, and that they will be providing their own telephone lines and internet access effective March 20, 2010. The College will no longer charge One Hundred and Eighty Dollars and 00/100 (\$180.00) per month for these services. Therefore, Dollars for Scholars will continue to only pay the base rent of One and 00/100 Dollar (\$1.00) annually. No other changes to the lease agreement are being made.

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

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

**Approval is sought for the Second Amendment to the Lease Agreement between St. Petersburg College and Dollars for Scholars of St. Petersburg, Inc.**

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

Attachment

mdc0806103



**SECOND AMENDMENT  
TO LEASE AGREEMENT BETWEEN  
THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE AND  
DOLLARS FOR SCHOLARS OF ST. PETERSBURG, INC.**

THIS SECOND AMENDMENT is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2010 by and between the Board of Trustees of St. Petersburg College, a Florida public body corporate, whose mailing address is P.O. Box 13489, St. Petersburg, Florida 33733, (hereinafter, the “College”) and Dollars for Scholars of St. Petersburg, Inc., a Florida non-profit corporation, whose principal address is 7200 66<sup>th</sup> St. N, Pinellas Park, FL, 33781 (hereinafter, the “Scholars”).

**WITNESSETH:**

**WHEREAS**, The College and Scholars did enter into that certain Lease Agreement dated April 2<sup>nd</sup>, 2009, whereby the College leased Scholars a portion of the College’s property located at 7200 66<sup>th</sup> St. N, Pinellas Park, FL, 33781, more specifically, Building 64, as identified in the College’s survey, consisting of approximately 2,308 square feet (the “Agreement”),

**WHEREAS**, The College and Scholars did enter into that First Amendment dated February 25, 2010 whereby the parties amended 1) the term of the Agreement to be on a month to month basis and 2) the leased premises to include the portable and storage unit identified as Buildings 206 and 265 in the Site Plan attached thereto, consisting of approximately 1,240 total square feet;

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

**WHEREAS**, Scholars no longer desires the College to provide telephone or internet access to the leased premises effective March 20, 2010;

**WHEREAS**, Scholar s no longer desires the College to provide basic technical support for telephone lines or internet access;

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

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

2. Paragraph 5 of the Agreement is deleted in its entirety and replaced with the following:

**MAINTENANCE, UTILITIES AND SECURITY:** The College shall provide to the Scholars for the Leased Premises: (i) utilities, including electrical, heating, ventilation and air conditioning, water, garbage and sewer; (ii) custodial services; and (iii) maintenance services, including maintenance of HVAC systems, roof, exterior walls and structural systems. The College will provide limited security to the Leased Premises in the form of periodic monitoring of the parking lot immediately surrounding the Leased Premises by College security personnel during the normal hours of operation of the College as defined in paragraph 7, below.

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

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

**COLLEGE:**

Witnesses as to the College:

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

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

Board of Trustees of St. Petersburg College

By: \_\_\_\_\_  
William D. Law, Jr., President  
and Secretary to the Board of  
Trustees of St. Petersburg  
College

**SCHOLARS:**

Witnesses as to the Scholars:

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

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

Dollars for Scholars of St. Petersburg, Inc.

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Review of Phase III Construction Documents, Project 597-D-10-5, Remodel/Renovate for Classrooms/Labs (College of Education), Olympia Building, Tarpon Springs Campus

On March 16, 2010, the Board of Trustees approved partial Phase III Construction Documents (Structural and Building Envelope) and Guaranteed Maximum Price (GMP) for this project. We now have completed the Phase III 100% Construction Documents including the final plans for the interior walls and finishes, all mechanical, plumbing and electrical work.

This project consists of approximately 39,232 square feet of two-story space at the center section of the Olympia Building Warehouse space (connecting to the existing bookstore and café) and leaves the north side of the Olympia Building as approximately 40,000 SF Warehouse space. This project provides new structural systems and exterior fenestration at the center of the Olympia Building and building out the interior of this space as a consolidated location for the College of Education at the Tarpon Springs Campus. This project includes a new main entry to the Olympia Building (College of Education, Bookstore and Café) from the parking at the east side of the Olympia Building. Additionally, this project will provide a new entry on the west side of the Olympia Building, providing a more direct connection of this new space to the balance of the Campus.

The Final Guaranteed Maximum Price (GMP) for this project remains at \$9,176,884 or approximately \$234 per square foot with a total project budget of \$11,170,892. The date for substantial completion remains at January 11, 2011. This GMP is subject to mandatory reviews for building codes, safety-to-life and the Americans with Disabilities Act (ADA).

The funding source for this project is as follows:

Public Education Capital Outlay (PECO) Funds, 2005-2008	\$ 10,442,436
Capital Outlay and Debt Services (CO&DS) Funds, 2006-2008	\$ 443,456
4-Year Student Capital Improvement Fee (SCIF) Funds, 2006-2008	\$ 285,000
<b>Total Project Budget:</b>	<b>\$ 11,170,892</b>

At the Board meeting on August 18, 2009 (see attached memo), the Board authorized a loan for \$4,246,355 in order to meet the overall project budget of \$15,316,593. It has since been determined that loans of this nature could not be paid back from future PECO funds. Since last

August, the contractor has bid out several early bid packages and the project scope was reduced. This produced an overall reduction in the GMP to \$9,176,884 for the final GMP and overall project of \$11,170,892 and, therefore, the loan funding will not be needed.

These Phase III Construction Documents are presented today for your review and approval. The construction documents have been reviewed by Conferlete Carney, Provost, Tarpon Springs Campus; Sally Naylor, Dean, College of Education; Anne Cooper, Senior Vice President, Academic and Student Affairs; and Kay Burniston, Vice President Baccalaureate Programs and University Partnerships.

**Authorization is requested for the following:**

- **To approve Phase III Construction Documents;**
- **To approve proceeding with the construction of the work as detailed in these Phase III Construction Documents.**

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

Attachment

mdc0806103

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Review of Preliminary Design Documents and Change Order No. 1,  
Project 597-C-07-5, Remodel/Renovate for Classrooms/Labs (Building),  
Olympia Building, Tarpon Springs Campus**

Peter R. Brown Construction, Inc., as the Construction Manager at Risk, in conjunction with Mason Blau & Associates, Inc., Architects, and College staff have completed the Schematic Design Plans (Phase I), for Project 597-C-07-5, Remodel/Renovate for Classrooms/Labs (Building), Olympia Building, Tarpon Springs Campus. This design is based on the Educational Specifications that were developed by College staff and the User Advisory Committee.

The original Schematic Plans and Preliminary Guaranteed Maximum Price were approved by the Board on January 27, 2009. This project originally consisted of the installation of a second floor space through intensive structural modifications to the existing building concrete and structural steel systems in the unbuilt out portion of the Olympia Building and all of the necessary mechanical, electrical, plumbing, fire sprinkler, stair tower and elevator infrastructure systems to allow for the future build out of the first and second floor spaces. This plan utilized the funding that was available to provide the infrastructure for future build out, but did not provide any usable finished space during this phase of construction. The college would have to wait to build out the balance of the space until additional Public Educational Capital Outlay (PECO) funding was provided by the state. Due to the continued reduction in available funding from the state, the project team is concerned that there will be a prolonged period of time before the funding is available to build out any of the space. Additionally, the original plan would require the warehouse be replaced in another location through property acquisition or leasing of space. Based upon this information, the project team has investigated options to provide finished space and not requiring replacement of the warehouse.

The Project Team has identified an option to provide the construction of approximately 40,000 SF of two-story space at the center section of the Olympia Building Warehouse space (connecting to the bookstore and café) and to leave the north side of the Olympia building as approximately 40,000 SF Warehouse space. This would require installing new structural systems and exterior fenestration at the center of the Olympia Building and building out the interior of this space as a consolidated location for the college of education at the Tarpon Springs Campus while creating structural separation of the new construction and existing warehouse space. This also allows the college to continue to utilize 40,000 SF of warehouse at the north side of the Building. Additionally, this will be designed and constructed to allow the warehouse space to be built out into a two-story space in the future as funding becomes available.

This revised plan is the best option because it creates finished space for the College of Education under the current project in one consolidated location on campus while making available all of the space that they are currently utilizing in the Bilirakis Building and the one-story portion of the

Olympia Building. This available space will be utilized to accommodate all of the functions of the portables and to allow for expansion of the two year programs.

The original Preliminary GMP for this project was \$9,383,221 with a total project budget of \$11,070,238. This change in direction requires approval of Change Order #1 to increase the GMP by \$2,146,017 to \$11,529,238 or \$288.23 per square foot. Additionally, the total project budget is increased by \$4,246,355 to \$15,316,593. In order to complete this project we would need to "borrow" this additional funding from the college which will be paid back when funding from the state becomes available. At this time, we believe that the current cost per square foot is conservative and as the plans are completed and the project is bid out, we will see savings based upon the current state of the economy and savings seen on other recent construction projects. The anticipated date for substantial completion is April 2011.

The Preliminary Design Documents and Change Order #1 based upon the estimated cost of construction are presented today for your review and approval. They have been reviewed by Dr. Conferlete Carney, Provost, Tarpon Springs Campus; Anne Cooper, Senior Vice President Academic & Student Affairs; and Kay Burniston, Associate Vice President, Baccalaureate Programs and University Partnerships.

**Authorization is requested for the following:**

- **To approve the Preliminary Design Documents**
- **To approve Change Order #1 for \$2,146,017 and authorization to proceed with the Construction Documents subject to further refinements of the terms, conditions, and bidding, and to authorize the issuance of all necessary purchase orders.**

Carl M. Kuttler, Jr., President; Susan M. Reiter, Vice President, Facilities Planning and Institutional Services; and Michael Mason, Principal, Mason Blau & Associates, Inc., recommend approval.

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Certificate of Final Inspection and Release of Final Payment, Project 1707-Q-06-4, Natural Habitat Park and Site Improvement, Seminole Campus

The Project Architect has inspected the work on this project and certifies that as of July 27, 2010, this project was substantially complete in accordance with the contract documents and ready to be occupied for its intended use, subject to the correction of final punch list items, including building code requirements.

A.D. Morgan Corporation, Inc., as the Construction Manager at Risk, was responsible for providing the necessary labor and materials for Project 1707-Q-06-4, Natural Habitat Park and Site Improvement, Seminole Campus.

This project consisted of a natural habitat walkway/trail (for educational activities and habitat observation studies), an open-aired environmental pavilion with seating for up to 50 occupants, a direct access wet lab (floating dock), as well as site improvements to the Seminole Campus. The trail begins at the east entry to the University Partnership Center building with a concrete sidewalk leading to an open-aired environmental pavilion that has removable benches. Upon walking through the pavilion, visitors can follow the walkway into the wetlands area between four of the ponds on the Campus. This trail leads to a direct access wet lab (floating dock) and to a raised boardwalk with the trail ending in the canopies of trees and other focal points for educational activities and habitat observation studies. This project was designed to allow for future expansion of the boardwalk system.

The State Requirements for Educational Facilities, 2008, Chapter 4, Section 4.2(3), requires that final payment shall not be made until a certificate of occupancy has been issued, the project has been completed, and the Board of Trustees accepts the project.

**Approval is sought to accept this project in order that the final inspection can be completed and the certificate of occupancy issued, subject to the conditions noted above.** Final payment to the contractor is subject to the issuance of the certificate of occupancy.

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr. President **WDL**

**SUBJECT:** 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>
7/19/2010	Brown,Geoffrey K.	Fire Science AC	Instructor
7/24/2010	Cigoi,Josef E	Enrollment Management DO	College Recruiter
7/24/2010	Faiola,Anna M	Institutional Advancement DO	Video Production Specialist
7/24/2010	Gomez,Julie D	Counseling & Advisement CL	Generalist, MAP
7/19/2010	Hanson,Erika E.	Enrollment Management DO	College Recruiter
7/10/2010	Hester,James G	SPC-Downtown	Technology Resource Specialist
7/24/2010	Janson,Sarah Ann	Help Desk Technical Support	Technology Call Center Specist
7/24/2010	Martens,Peter W.	Landscape Services DO	Landscaper
7/14/2010	Moore,Randall	Facilities Plan & Inst Svcs	Mgr.,Const. Proj.&Cert.Bldg. Admin.
7/10/2010	Peguero,Maria E.	Custodial Services SPG	Custodian I
7/21/2010	Salo,Stuart A	Payroll Support	Payroll Specialist II
7/10/2010	Senack,Erin L.	Student Activities DT	Coord,Student Life Leadership
7/28/2010	Trudell,Thomas	BA Programs/UPC	Instructor-12 month
7/10/2010	Vergara,Margaret R.	Central Records DO	Administrative Specialist I
7/26/2010	Villarroel,Desiree	BA Programs/UPC	Instructor-12 month
7/15/2010	Watrous,Mitchell L	Medical Lab Technology - HC	Program Director II
7/6/2010	Williams,Yalonda R	Education & Student Svcs DO	Senior Staff Assistant

<b>HIRE Temporary/Supplemental</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
7/9/2010	Anderson,Lynsey E	Veterinary Technology HC	Federal Work Study Student
7/2/2010	Brubaker,Jay M	Criminal Justice AC	Instructor- Temporary Non-Cred
7/18/2010	Buschman,Gregory Alan	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
7/24/2010	Cohen,Michael F.	Social Science CL	Instructor - Temporary Credit
7/14/2010	Coraggio,James T	BA Programs/UPC	Lump sum -Spec.Proj.
7/2/2010	Deasaro,Mark	Criminal Justice AC	Instructor- Temporary Non-Cred
7/23/2010	Demetriou,Eleftherios	Social Science CL	Instructor - Temporary Credit
7/1/2010	Disler,Heather H.	Provost SPG	Librarian- Temporary
7/6/2010	Dorsey,Sheila D	Criminal Justice AC	OPS Career Level 2
7/8/2010	Gerodimos,Sherry A	Provost SPG	Lump sum -Spec.Proj.
7/15/2010	Gomez,Julie D	Associate Provost TS	OPS Career Level 1
7/9/2010	Gorka,Elena	Student Activities DO	Federal Work Study Student
7/20/2010	Goswick,Kelly R	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
7/2/2010	Goswick,Kelly R	Criminal Justice AC	Instructor- Temporary Non-Cred
7/12/2010	Hannah,Marchelle Voshay	Counseling & Advisement SPG	OPS Career Level 2
7/20/2010	Hannah,Tikiia N	Baccalaureate Programs/UPC	OPS Career Level 2
7/10/2010	Howard,Angela D	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
7/19/2010	Johnson,Michael Aaron	President	Lump sum -Spec.Proj.
7/19/2010	Jusino,Criselda	Special Programs/Intl Educ DO	OPS Career Level 7
7/2/2010	Lyons,Billie J.	Criminal Justice AC	Instructor- Temporary Non-Cred
7/18/2010	Marino,Jacob A	Corporate Training E&SS DO	Instructor- Temporary Non-Cred



7/6/2010	Montero,Tomas C.	Associate Provost CL	Instructor- Temporary Non-Cred
7/5/2010	Nauman,Mark R	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
7/6/2010	Panuthos,Nicolle E	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
7/6/2010	Panuthos,Nicolle E	Corporate Training E&SS DO	Lump sum -Spec.Proj.
7/10/2010	Reynolds,Keith M	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
7/2/2010	Spanolios,Dimetria A	Criminal Justice AC	Instructor- Temporary Non-Cred
7/24/2010	Tampa,Raymond V	Social Science SPG	Instructor - Temporary Credit
7/6/2010	Turner,Steven B	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
7/1/2010	Uden,Eric T	Fire Science AC	Instructor- Temporary Non-Cred
7/24/2010	Valentine,Matthew S.	Social Science CL	Instructor - Temporary Credit
7/24/2010	Van Voorst,Richard W.	Fine & Applied Arts CL	Instructor - Temporary Credit

#### **EXTENSION OF CONTRACT Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
8/1/10-7/31/11	Trudell,Thomas	BA Programs/UPC	Instructor-12 month
8/1/10-7/31/11	Villarroel,Desiree	BA Programs/UPC	Instructor-12 month
9/1/10-6/30/11	Wright, Lacreca	College Reach Out Program	Coordinator II, Project

#### **REHIRE Temporary/Supplemental**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
7/20/2010	Adamson,Patrick E	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
7/2/2010	Barea,Hilary N	Provost TS	Federal Work Study Student
7/20/2010	Benjamin,Susan M	Central Records DO	OPS Career Level 3
7/24/2010	Clark,Danny B.	Distance Learning TV SE	Instructor - Temporary Credit
7/1/2010	Cochran,Craig A	Allstate Center Provost	OPS Career Level 2
7/1/2010	Corey,Jean B	Provost SPG	Counselor- Temporary
7/8/2010	Dibuono,Michael	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
7/10/2010	Dimick,Oanh	Scholarships/Stu Fin Assist SP	Federal Work Study Student
7/1/2010	Droke,William L.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
7/23/2010	Gartner,John V.	BA Programs/UPC	Supplemental Bach Prog.
7/20/2010	Gaunt,John C.	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
7/2/2010	Gaunt,John C.	Criminal Justice AC	Instructor- Temporary Non-Cred
7/1/2010	Grinnell,Lynn Dean	BA Programs/UPC	Lump sum -Spec.Proj.
7/1/2010	Julson,Domini Lynn	Provost SPG	OPS Career Level 2
7/6/2010	Lunsford,David W	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
7/20/2010	Lyons,Jason J	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
7/2/2010	Lyons,Jason J	Criminal Justice AC	Instructor- Temporary Non-Cred
7/1/2010	Mahoney,Maureen	Ethics TS	Non Instr Supplement-Not ECH
7/6/2010	Nickels,Sharon J	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
7/6/2010	Ortiz,Therezita K.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
7/24/2010	Plante III,Richard A.	Social Science CL	Instructor - Temporary Credit
7/20/2010	Rigopoulos,Alexander K	Students Activities TS	Federal Work Study Student
7/10/2010	Senack,Erin L.	Letters SPG	Supplemental Instr - Credit
7/26/2010	Sengamphone,Naly	Enrollment Management DO	General Service/Maint.
7/5/2010	Setala,Linda	Enrollment Management DO	Other Professional- Temporary
7/1/2010	Sharpless,Donna	Letters CL	OPS Career Level 5
7/1/2010	Siegler,Katherine L.	New Initiative Program - HC	OPS Career Level 7
7/21/2010	Spakowicz,David L	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
7/1/2010	Tinson,Shantrice Nicole	Associate Provost CL	Federal Work Study Student
7/25/2010	Tittle,Mary	BA Programs/UPC	Adjunct Bach Prog.
7/1/2010	Wamsley,Tamara A	New Initiative Program - HC	OPS Career Level 4
7/2/2010	Weideman,Carol Anne	BA Programs/UPC	Lump sum -Spec.Proj.
7/6/2010	Wiebe,Jeffrey J	Education & Student Svcs DO	Other Professional- Temporary

#### **TRANSFER/PROMOTION Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
7/10/2010	Donnelly,Cynthia E.	Facilities Plan & Inst Svcs	Executive Staff Assistant
7/12/2010	Eubank,Marsha K.	Purchasing Support	Snr. Purchasing Specialist
7/24/2010	Janusz,Dawn M.	Provost HC	Coordinator I, Project
7/24/2010	Seaberg,Katherine D.	Education & Student Svcs DO	Curr. Supp. Specialist

7/24/2010	Smith,Junetta	Counseling & Advisement TS	Generalist, MAP
7/1/2010	Tufts,Shannon S.	Admin Info Systems - SE	Mgr.,Network Sys. & Sec. Ops

Douglas S. Duncan, Senior Vice President, Administrative/Business Services & Information Technology; Patty Curtin Jones, Vice President, Human Resources & Public Affairs; and the Cabinet members bringing the actions forward, recommend approval.

emg0806103

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Vision Plan

**Approval is sought to renew the contract with Advantica EyeCare, Inc. to provide vision insurance to budgeted employees.**

If approved, Advantica EyeCare, Inc. will continue to provide vision insurance as a voluntary benefit through payroll deduction for two plan years, October 1, 2010 through September 30, 2012. Because this is a voluntary benefit, employees (not the college) pay the entire cost. The employee rates – in effect since Advantica became the voluntary vision provider in 2006 – are remaining constant. In summary, there are two options:

1) Advantica EyeCare Select Plus 100

- One visit per benefits year to in-network physician for eye examination: \$10 co-pay
- New lenses every benefits year & new frames every other benefits year: \$15 co-pay
- Allowance of \$100 toward the purchase of any frames
- In lieu of eyeglasses, allowances of \$100 for contact lenses & \$30 for lens fitting

The employee contribution, taken from 24 paychecks per year:

Employee only: \$2.74      Employee+1: \$5.49      Family: \$10.83

2) Advantica EyeCare Select Plus 150

Benefits for exam, lenses and co-pay are the same as Select Plus 100, except:

- Employee may choose new frames every benefits year
- Allowance for frames is increased to \$150
- In lieu of eyeglasses, allowances of \$150 for contact lenses & \$40 for lens fitting

The employee contribution, taken from 24 paychecks per year:

Employee only: \$3.71      Employee+1: \$7.42      Family: \$14.06

Douglas S. Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Patty Curtin Jones, Vice President, Human Resources & Public Affairs, recommend approval.

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Board of Trustees' Rules

**Approval is sought for the following proposed changes to the Rules and Procedures Manual, which are being submitted for your consideration:**

**6Hx23-4.32 General Education Requirements for Associate Degree Programs** The proposed revisions to the Rule will add ECO 2000 Introduction to Economics to the list of courses that would satisfy part of the Social and Behavioral Sciences general education requirements for students in A.A. and A.S. programs. *Submitted by Anne Cooper & Conferlete Carney.*

Syd McKenzie, General Counsel, recommends approval.

Attachment

ps0806102

6Hx23-4.32 I. GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE DEGREE PROGRAMS

- A. Changes to course numbers and titles are made by the State Department of Education on a regular basis. Such changes to any courses will be effective when approved by the State Department of Education despite any delays in correcting the course numbers and titles. The Board hereby grants the President the authority, without further Board approval, to amend this Rule and other Board of Trustees' rules wherein course titles and numbers are listed, to provide for the correction of course numbers and titles as are approved by the State Department of Education.
- B. 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, Associate in Science, and Associate in Applied Science degrees.

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

II. GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE IN ARTS DEGREE

The general education requirements for the Associate in Arts degree consist of a minimum of 36 semester hours of credit. The minimum area requirements for the 36 semester hours are as follows:

Word Count  
  
6,000 words

- A. Area I COMMUNICATIONS (a minimum of 9 semester hours with a grade of "C" or higher). This requirement may be met by completing 1, 2, **and** 3 below:
  - 1. ENC 1101 Composition I  
**or**  
ENC 1121H Honors Composition I

NOTE: ENC 1101 **or** ENC 1121H must be completed within the first 24 semester hours of coursework at St. Petersburg College in the A.A. Degree Program.

6,000 words

2. One of the following 3 semester hour courses:

AML 1600	African-American Literature
ENC 1102	Composition II
ENC 1122H	Honors Composition II
AML 2010	American Literature I <b>OR</b> (AML 2010 H)
AML 2020	American Literature II <b>OR</b> (AML 2020H)
ENL 2012	British Literature I <b>OR</b> (ENL 2012H)
ENL 2022	British Literature II
LIT 2110	World Literature I <b>OR</b> (LIT 2110H)
LIT 2120	World Literature II <b>OR</b> (LIT 2120H)

NOTE: ENC 1102 **or** its equivalent course from this list must be completed within the first 36 semester hours of coursework at St. Petersburg College in the A.A. Degree Program.

2,000 words

3. One of the following 3 semester hour courses:

SPC 1017	Introduction to Speech Communication
SPC 1017H	Honors Introduction to Speech Communication
SPC 1065	Business and Professional Speaking
SPC 1608	Public Speaking
SPC 1608H	Honors Public Speaking

B. Area II HUMANITIES/FINE ARTS (a minimum of 6 semester hours with a grade of "C" or higher). This requirement may be met by completing 1 **and** 2 below:

2,000 words

1. \*HUM 2210 Western Humanities I (Ancient through Renaissance)  
**or**  
\*HUM 2210H Honors Western Humanities I (Ancient through Renaissance)  
**or**  
\*HUM 2233 Western Humanities II ( Baroque to the Present)  
**or**  
\*HUM 2233H Honors Western Humanities II (Baroque to the Present)

**or**

\*\*HUM 2250 Humanities (Western Man)

**or**

\*\*HUM 2250H Honors Humanities (Western Man)

\*Students who have received credit for HUM 2250 cannot also receive credit for HUM 2210 **or** HUM 2233

\*\*For students who completed HUM 2250 prior to Session I, 1996-97

2,000 words

2. One of the following 3 semester hour courses:

ARH 1000	Understanding Art
ARH 2050	Art History I
ARH 2051	Art History II
HUM 2210	Western Humanities I (Ancient through Renaissance)
HUM 2210H	Honors Western Humanities I (Ancient through Renaissance)
HUM 2233	Western Humanities II (Baroque to the Present)
HUM 2233H	Honors Western Humanities II (Baroque to the Present)
HUM 2270	Humanities (East-West Synthesis)
HUM 2270H	Honors Humanities (East-West Synthesis)
MUH 1110	Introduction to Music
MUL 1010	Introduction to Music History
PHI 1010	Introduction to Philosophy
REL 2300	World Religions

C. Area III MATHEMATICS (a minimum of 6 semester hours with a grade of "C" or higher). This requirement may be met by completing a minimum of two courses with a MAC, MAP, MAS, MGF, **or** MTG prefix.

STA 2023 may be substituted for any one course.

D. Area IV NATURAL SCIENCES (a minimum of 6 semester hours including at least one laboratory course, shown with an "L" in the prefix, **or** a laboratory/lecture course shown with a "C" in the prefix). This requirement may be met by completing courses from 1 **and** 2 below (at least one from biological sciences and one from physical sciences); **OR** 9 semester hours (if not including a laboratory experience) from a combination

of the biological science field **and** the physical science field; **OR** a minimum of 12 semester hours from either field.

1. Biological Science field courses (a minimum of 3 semester hours from the following):

BOT 1000C Botany with Lab  
BSC XXXX/XXXXL Any course with a BSC  
(Biology) prefix  
HUN 1201 Science of Nutrition  
MCB 2010-2010L Microbiology and Lab  
OCB 1000C Biology of Marine Life

2. Physical Science field courses (a minimum of 3 semester hours from the following):

AST XXXX/XXXXL Any course with an AST  
(Astronomy) prefix

(Note: Students taking AST 1002 cannot also receive credit for AST 1003 or AST 1004)

CHM XXXX/XXXXL Any course with a CHM  
(Chemistry) prefix  
GLY XXXX/XXXXL Any course with a GLY  
(Geology) prefix  
PHY XXXX/XXXXL Any course with a PHY  
(Physics) prefix  
PSC XXXX/XXXXL Any course with a PSC  
(Physical science) prefix  
EVS 1001 Introduction to Environmental  
Science  
ISC 1001L Methods of Science Laboratory  
ESC 1000 Earth Sciences  
ESC 1000L Earth Science Lab  
MET 2010 Introductory Meteorology  
MET XXXXL Meteorology Lab  
OCE 2001 Introduction to Oceanography  
OCE 2001L Oceanography Laboratory

- E. Area V SOCIAL AND BEHAVIORAL SCIENCES (a minimum of 6 semester hours with a grade of "C" or higher). This requirement may be met by completing 1 **and** 2 below:

2,000 words

1. POS 2041 American National Government  
**or**  
POS 2050H Honors American Government



2,000 words

2. One of the following 3 semester hour courses:

AMH 1091	African-American History
AMH 2010	History of the United States to 1865 (or Honors)
AMH 2020	History of the United States from 1865 (or Honors)
AMH 2059	The United States in Vietnam
ANT 2000	Introduction to Anthropology
ANT 2003	Survey of Anthropology
ANT 2410	Cultural Anthropology
<u>ECO 2000</u>	<u>Introduction to Economics</u>
ECO 2013	Principles of Macroeconomics (or Honors)
ECO 2023	Principles of Microeconomics (or Honors)
EUH 1000	Development of Western Civilization I to 1500
EUH 1001	Development of Western Civilization II from 1500
GEA 2172	Geography of the Developing World
GEA 2174	Geography of the Developed World
INR 2002	International Relations (or Honors)
POS 2112	State and Local Government
PSY 1012	General Psychology (or Honors)
SYG 2000	Introductory Sociology
SYG 2010	Social Problems
SYG 2221	Women and Society
SYG 2430	Marriage and Family
WOH 2040	The Twentieth Century (or Honors)

F. Area VI ETHICS (a minimum of 3 semester hours with a grade of "C" or higher).

2,000 words

This requirement may be met by completing any one of the following:

PHI 1600 Studies in Applied Ethics  
PHI 1602H Honors Studies in Applied Ethics  
PHI 1631 Studies in Professional Ethics  
PHI 2635 Health Care Ethics Applied  
PHI 2649 Applied Ethics in Public Safety Professions

**or** by completing:

PHI 1603 **and** either PHI 2621 **or** PHI 2622

G. Area VII COMPUTER/INFORMATION LITERACY

COMPETENCY (no minimum credit hours required). Computer/information literacy competency may be demonstrated by completing one of the following:

1. Passing a College-approved Basic Computer/Information Skills Competency Test; **or**
2. Successful completion of at least one of the following:
  - a. CGS 1060 Basic Computer and Information Literacy
  - b. CGS 1100 Microcomputer Applications (as revised in 2002)
  - c. EME 2040 Introduction to Educational Technology (as revised in 2002), preferred for Education majors.
  - d. DEH 3730, DEH 3813, DEH 3814 **and** DEH 4607.

New courses approved by the Board of Trustees meeting the computer/information literacy criteria may be permitted to satisfy the computer competency requirement for graduation. The approved curriculum will be presented by amendment to this Rule within six months of approval by the Board of Trustees.

### III. ALTERNATIVE PLAN FOR COLLEGE WRITING REQUIREMENTS IN THE ASSOCIATE IN ARTS DEGREE PROGRAM—INTERDISCIPLINARY STUDIES

[SBE Rule 6A-010.030(2)(a)]

The Board of Trustees of St. Petersburg College has submitted to the State Board of Education and had approved an alternative to the provision of this Rule requiring students to produce written work of at least 24,000 words in 12 semester hours of English coursework. Students who are eligible for honors courses or who have the permission of a dean may enroll in this option to the regular general education program. The alternative requires a grade of “C” or higher in each course, and the minimum area requirements for this 24-27 credit hour option are as follows:

- A. Areas I, II and V above:

INTERDISCIPLINARY STUDIES (a minimum of 24 semester hours). This requirement may be met by completing 1, 2, **and** 3 below:

1. IDS 1101H Honors Interdisciplinary Studies – Ancient to Renaissance (9 semester hours)\*
2. IDS 1102H Honors Interdisciplinary Studies – Baroque to Modern (9 semester hours)\*
3. IDS 2103H Honors Interdisciplinary Studies – The American Experience (6 semester hours)\* **OR**
4. IDS 2106H America and the World (9 semester hours)\*

\*A grade of "C" or higher is required for each of these courses.

Note: Students partially completing the Interdisciplinary Studies will receive advanced standing credit toward the completion of the general education program, Section I above, as follows:

1. IDS 1101H - ENC 1121H, HUM 2210H, **and** SPC 1017H.
2. IDS 1102H - LIT 2120H, HUM 2233H, **and** AMH 2020H.
3. IDS 2103H - POS 2050H **and** AMH 2010H **OR**
4. IDS 2106H - POS 2050H, ECO2013H, AND AMH 2010H.

- B. Areas III, IV, **and** VII  
No general education alternatives for IDS Studies.

#### IV. GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE IN SCIENCE DEGREE

The general education requirements for the Associate in Science degree consist of a minimum of 17 transferable semester hours of credit. The minimum area requirements for the 17 transferable semester hours are as follows:

- A. Area I COMMUNICATIONS (6-9 semester hours with a grade of "C" or higher). This requirement may be met by completing either 1, 2 and 3 **or** 1 and 3 below:

1. ENC 1101 Composition I within the first 24 semester hours of coursework in the Associate in Science Program at St. Petersburg College **or** ENC 1121H Honors Composition I

#### **and IF REQUIRED BY PROGRAM**

2. ENC 1102 Composition II within the first 36 semester hours of coursework in the Associate in Science Program at St. Petersburg College

**or**  
 ENC 1122H Honors Composition II **or**  
 AML 1600 African-American Literature  
 AML 2010 American Literature I **or**  
 AML 2010H Honors American Literature I  
 AML 2020 American Literature II **or**  
 AML 2020H Honors American Literature II  
 ENL 2012 British Literature I **or**  
 ENL 2012H Honors British Literature I  
 ENL 2022 British Literature II  
 LIT 2110 World Literature I **or**  
 LIT 2110H Honors World Literature I  
 LIT 2120 World Literature II **or**  
 LIT 2120H Honors World Literature II

3. SPC 1017 Introduction to Speech Communication

**or**

SPC 1017H Honors Introduction to Speech Communication

**or**

SPC 1065 Business and Professional Speaking

**or**

SPC 1608 Public Speaking

**or**

SPC 1608H Honors Public Speaking

B. Area II HUMANITIES/FINE ARTS (3 semester hours with a grade of "C" or higher). This requirement may be met by completing one of the 3 semester hour courses below:

ARH 1000 Understanding Art  
 ARH 2050 Art History I  
 ARH 2051 Art History II  
 \*HUM 2210 Western Humanities I  
 (Ancient through Renaissance)  
 \*HUM 2210H Honors Western Humanities I  
 (Ancient through Renaissance)  
 \*HUM 2233 Western Humanities II  
 (Baroque to the Present)  
 \*HUM 2233H Honors Western Humanities II  
 (Baroque to the Present)  
 HUM 2270 Humanities (East-West Synthesis)  
 HUM 2270H Honors Humanities (East-West  
 Synthesis)  
 MUH 1110 Introduction to Music  
 MUL 1010 Introduction to Music History

PHI 1010 Introduction to Philosophy  
 REL 2300 World Religions  
 \*\*HUM 2250 Humanities (Western Man)  
**or**  
 \*\*HUM 2250H Honors Humanities (Western Man)

\*Students who have received credit for HUM 2250 cannot also receive credit for HUM 2210 **or** HUM 2230

\*\*For students who completed HUM 2250 prior to Session I, 1996-97

C. Area III MATHEMATICS (3 semester hours with a grade of "C" or higher).

Any course with an MAC, MAP, MAS, MGF, STA **or** MTG prefix

D. Area IV NATURAL SCIENCES (no minimum credit hours required for general education for the A. S. degree except by the specific A.S. articulated programs).

E. Area V SOCIAL AND BEHAVIORAL SCIENCES (3 semester hours with a grade of "C" or higher). This requirement may be met by completing one of the 3 semester hour courses below:

AMH 1091 African-American History  
 AMH 2010 History of the United States I (or Honors)  
 AMH 2020 History of the United States II (or Honors)  
 AMH 2059 The United States in Vietnam  
 ANT 2000 Introduction to Anthropology  
 ANT 2003 Survey of Anthropology  
 ANT 2410 Cultural Anthropology  
ECO 2000 Introduction to Economics  
 ECO 2013 Principles of Macroeconomics **or**  
 ECO 2013H Honors Principles of Macroeconomics  
 EUH 1000 Development of Western Civilization I  
 EUH 1001 Development of Western Civilization II  
 GEA 2172 Geography of the Developing Worlds  
 GEA 2174 Geography of the Developed World  
 INR 2002 International Relations **or**  
 INR 2002H Honors International Relations  
 POS 2041 American National Government **or**  
 POS 2050H Honors American National Government

POS 2112	State and Local Government
PSY 1012	General Psychology <b>or</b>
PSY 1020H	Honors General Psychology
SYG 2000	Introductory Sociology
SYG 2010	Social Problems
SYG 2221	Women and Society
SYG 2430	Marriage and Family
WOH 2040	The Twentieth Century (or Honors)

F. Area VI ETHICS (2-3 semester hours with a grade of “C” or higher). This requirement may be met by completing one of the following as determined by the course of study:

PHI 1603	Applied Ethics
<b>or</b>	
PHI 1600	Studies in Applied Ethics,
<b>or</b>	
PHI 1602H	Honors Studies in Applied Ethics,
<b>or</b>	
PHI 1631	Studies in Professional Ethics
<b>or</b>	
PHI 2635	Health Care Ethics Applied
PHI 2649	Applied Ethics in Public Safety Professions

G. Area VII COMPUTER/INFORMATION LITERACY COMPETENCY (no minimum credit hours required). Computer/information literacy competency may be demonstrated by completing one of the following:

1. Passing a College-approved Basic Computer/Information Skills Competency Test; **or**
2. Successful completion of at least one of the following:
  - a. CGS 1060 Basic Computer and Information Literacy
  - b. CGS 1100 Microcomputer Applications (as revised in 2002)
  - c. EME 2040 Introduction to Educational Technology (as revised in 2002), preferred for Education majors.
  - d. DEH 3730, DEH 3813, DEH 3814 **and** DEH 4607.

New courses approved by the Board of Trustees meeting the computer/information literacy criteria may be permitted to satisfy the computer competency requirement for graduation. The approved curriculum will be presented by amendment to this Rule within six months of approval by the Board of Trustees.

TOTAL (17 semester hours)

Programs may limit the options available under Mathematics, Humanities/Fine Arts, and Social and Behavioral Sciences.

V. GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE IN APPLIED SCIENCE DEGREE

The general education requirements for the Associate in Applied Science degree consist of a minimum of 18 semester hours of credit. The minimum area requirements for the 18 semester hours are as follows:

A. Area I COMMUNICATIONS (6-9 semester hours). This requirement may be met by completing either 1, 2 and 3 or 1 and 3 below:

1. ENC 1101 Composition I within the first 24 semester hours of coursework in the Associate in Applied Science Program at St. Petersburg College  
or ENC 1121H Honors Composition I

**and IF REQUIRED BY PROGRAM**

2. ENC 1102 Composition II within the first 36 semester hours of coursework in the Associate in Applied Science Program at St. Petersburg College  
or  
ENC 1122H Honors Composition II or  
AML 1600 African-American Literature  
AML 2010 American Literature I or  
AML 2010H Honors American Literature I  
AML 2020 American Literature II or  
AML 2020H Honors American Literature II  
ENL 2012 British Literature I or  
ENL 2012H Honors British Literature I  
ENL 2022 British Literature II  
LIT 2110 World Literature I or

LIT 2110H Honors World Literature I  
LIT 2120 World Literature II **or**  
LIT 2120H Honors World Literature II

3. SPC 1017 Introduction to Speech Communication  
**or**  
SPC 1017H Honors Introduction to Speech  
Communication  
**or**  
SPC 1065 Business and Professional  
Speaking  
**or**  
SPC 1608 Public Speaking  
**or**  
SPC 1608H Honors Public Speaking

B. Area II HUMANITIES/FINE ARTS (3 semester hours). This requirement may be met by completing one of the 3 semester hour courses below:

ARH 2050 Art History I  
ARH 2051 Art History II  
\*HUM 2210 Western Humanities I  
(Ancient through Renaissance)  
\*HUM 2210H Honors Western Humanities I  
(Ancient through Renaissance)  
\*HUM 2233 Western Humanities II  
(Baroque to the Present)  
\*HUM 2233H Honors Western Humanities II  
(Baroque to the Present)  
HUM 2270 Humanities (East-West Synthesis)  
HUM 2270H Honors Humanities(East-West  
Synthesis)  
MUH 1110 Introduction to Music  
ORI 2000 Oral Interpretation of Literature  
PHI 1010 Introduction to Philosophy  
REL 2300 World Religions  
THE 2000 Introduction to Theatre Arts  
\*\*HUM 2250 Humanities (Western Man)  
**or**  
\*\*HUM 2250H Honors Humanities (Western Man)

\*Students who have received credit for HUM 2250 cannot also receive credit for HUM 2210 **or** HUM 2233

\*\*For students who completed HUM 2250 prior to Session I, 1996-97



C. Area III MATHEMATICS (3 semester hours).

Any course with an MAC, MAP, MAS, MAT, MGF, STA, or MTG prefix

D. Area IV NATURAL SCIENCES (no minimum credit hours required for general education for the A.A.S. degree except by the specific A.S. articulated programs).

E. Area V SOCIAL AND BEHAVIORAL SCIENCES (3 semester hours). This requirement may be met by completing one of the 3 semester hour courses below:

AMH 1091	African-American History
AMH 2010	History of the United States I (or Honors)
AMH 2020	History of the United States II (or Honors)
ANT 2000	Introduction to Anthropology
ANT 2410	Cultural Anthropology
ECO 2000	Introduction to Economics
ECO 2013	Principles of Macroeconomics <b>or</b>
ECO 2013H	Honors Principles of Macroeconomics
EUH 1000	Development of Western Civilization I
EUH 1001	Development of Western Civilization II
POS 2041	American National Government <b>or</b>
POS 2050H	Honors American National Government
POS 2112	State and Local Government
PSY 1012	General Psychology <b>or</b>
PSY 1020H	Honors General Psychology
SYG 2000	Introductory Sociology
SYG 2010	Social Problems
WOH 2040	The Twentieth Century (or Honors)

F. Area VI ETHICS (3 semester hours)

PHI 1600	Studies in Applied Ethics,
<b>or</b>	
PHI 1602H	Honors Studies in Applied Ethics,
<b>or</b>	
PHI 1631	Studies in Professional Ethics,
<b>or</b>	
PHI 2635	Health Care Ethics Applied
PHI 2649	Applied Ethics in Public Safety Professions

G. Area VII COMPUTER/INFORMATION LITERACY

COMPETENCY (no minimum credit hours required). Computer/information literacy competency may be demonstrated by completing one of the following:

1. Passing a College-approved Basic Computer/Information Skills Competency Test; **or**
2. Successful completion of at least one of the following:
  - a. CGS 1060 Basic Computer and Information Literacy
  - b. CGS 1100 Microcomputer Applications (as revised in 2002)
  - c. EME 2040 Introduction to Educational Technology (as revised in 2002), preferred for Education majors.
  - d. DEH 3730, DEH 3813, DEH 3814 **and** DEH 4607.

New courses approved by the Board of Trustees meeting the computer/information literacy criteria may be permitted to satisfy the computer competency requirement for graduation. The approved curriculum will be presented by amendment to this Rule within six months of approval by the Board of Trustees.

TOTAL (18 semester hours)

Programs may limit the options available under Mathematics, Humanities/Fine Arts, and Social and Behavioral Sciences.

Specific Authority: 1001.64(2) & (4), F.S.

Law Implemented: 1004.03, 1007.24, 1007.25, 1004.65, 1004.68, 1009.23, 1009.25, 1009.26, 1001.64(10), 1007.263, F.S.; Rules 6A-14.030, 6A-10.030, F.A.C.

History: ...4/21/10. Filed – 4/21/10. Effective 4/21/10; 8/17/10. Proposed Date To Be Filed – 8/17/10. To Become Effective – Session I 2010-11.

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Credit Curriculum

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

ANS 3006	Introduction to Animal Science (3 credits)
ASL 2210C	American Sign Language IV with Lab (4 credits)
DAA 1XXX	Applied Lessons in Alexander Technique (1 credit)
FSE 11XX	Cremation History, Principles, and Practices (2 credits)
FSE 1XXX	Funeral Ethics (1 credit)
HSA 3XXX	Educational Concepts in Allied Health Education (3 credits)
MUC 1102	Music Composition II: Strings and Woodwinds (2 credits)
MUC 1103	Music Composition III: Strings and Woodwinds (2 credits)
MUC 1104	Music Composition IV: Chamber Orchestra (2 credits)
MUM 1629	Advanced Audio Mixing Techniques (3 credits)
MUM 1629L	Advanced Audio Mixing Techniques Lab (1 credit)
MUM 2612	Critical Listening II: Analysis of Contemporary Production Techniques (3 credits)
MUM 2635	Avid Pro Tools 101/110 (3 credits)
MUM 2636	Avid Pro Tools 201/210 (3 credits)
MUN 2709	Rhythm Section Boot Camp (1 credit)
MUN 2719	Rhythm and Blues Ensemble II (1 credit)
RMI 1200	Principles of Property and Liability Insurance (3 credits)
ZOO 3733C	Human Anatomy with Lab (4 credits)

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

**Description Changes:**

ACG 2450	Microcomputer Accounting (3 credits) Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
CGS 1100	Microcomputer Applications (3 credits) Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.

CGS 1178	<p>Web Scripting with CGI/PERL and JavaScript (3 credits)</p> <p>All course changes are needed to keep pace with changes in industry and higher demands of employers.</p>
COP 1822	<p>Introduction to Web Page Creation (1 credit)</p> <p>3-year review: This course no longer has topics associated with it. It is only taught using HTML.</p>
COP 2801	<p>Javascript (3 credits)</p> <p>Course changes due to the fact that Javascript has recently become more important, and more demanding, because of the rise of Ajax and the development of a number of Javascript libraries.</p>
COP 2823	<p>Advanced Web Page Creation (3 credits)</p> <p>Course changes made for ensuring relevancy, appropriateness, and applicability of curriculum.</p>
CTS 1327	<p>Installing and Configuring Microsoft Windows Client (3 credits)</p> <p>Course is being updated from Windows XP Professional to Microsoft Windows Client in an effort to stay current and provide students with courses that match the industry standard.</p>
CTS 2322	<p>Linux System Administration II (3 credits)</p> <p>Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.</p>
IDS 2103H	<p>Honors Interdisciplinary Studies: Modern (6 credits)</p> <p>IDS 2103H is being revised to improve the Social Science contribution to the IDS honors course offerings at SPC. The IDS 2103 revision continues the belief that qualified students may chose to participate in learning communities that promote a well-rounded curriculum. Thus, the interplay between various academic disciplines stresses integration, interrelatedness, and holism, all of which are hallmarks of honors programs in American higher education.</p>
PRO 4130	<p>Material Science (2 credits)</p> <p>Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.</p>
PRO 4600	<p>Practice Management Orthotics and Prosthetics (2 credits)</p> <p>Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.</p>
STA 2023	<p>Elementary Statistics (3 credits)</p> <p>Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.</p>

**Prerequisite Changes:**

COP 2801	Javascript (3 credits) Require Prerequisites of CGS 1000 and CGS 1822.
HIM 1000	Introduction to Health Information Management (3 credits) Require prerequisites of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment. Adding BSC1084C as a prerequisite option to provide more course offering options and increase prerequisite availability to student.
HIM 1002	Healthcare Informatics Project Management (3 credits) Require prerequisites of Admission to the Healthcare Informatics AS degree and Healthcare Informatics Certificate program to ensure admission process is verified prior to enrollment.
HIM 1110	Classification Systems, Indexes, and Registries (3 credits) Require prerequisites of Admission to the Health Information Management A.S. degree program and Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment.
HIM 1211	Health Information Technologies (2 credits) Require prerequisites of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment.
HIM 1212	Data and Workflow Management (3 credits) Require prerequisites of Admissions to the Healthcare Informatics A. S. degree and Healthcare Informatics Certificate to ensure admission process is verified to enrollment.
HIM 1430	Principles of Disease (3 credits) Require prerequisites of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment. Adding BSC1084C as a prerequisite option to provide more course offering options and increase prerequisite availability to student.
HIM 1800	Professional Practice Experience I (2 credits) Require prerequisites of Admission to the Health Information Management A.S. degree program and Medical Coder Certificate program to ensure admission process is verified prior to enrollment.
HIM 2003	Healthcare Informatics Practicum (2 credits) Require prerequisites of Admission to the Healthcare Informatics AS degree and the Healthcare Informatics Certificate program to ensure admission process is verified prior to enrollment.

- HIM 2004                   Healthcare Informatics Capstone (2 credits)  
Require prerequisites of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment. Adding HIM 1002, HIM 1102, HIM 1212 to specify the courses in the Healthcare Informatics Certificate program.
- HIM 2012                   Health Law Concepts and Practices (3 credits)  
Require prerequisite of Admission to Medical Coder CT be removed as this course is not part of the Medical Coder CT. Require prerequisites of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment.
- HIM 2214C                 Healthcare Statistics and Research (1 credit)  
Require prerequisite of Admissions to the Health Information Management A.S. degree program or the Healthcare Informatics A. S. degree program to ensure admission process is verified prior to enrollment.
- HIM 2222                 Basic ICD Coding (3 credits)  
Require prerequisite of Admission to the Health Information Management A.S. degree program and the Medical Coder Certificate program to ensure admission process is verified prior to enrollment. Adding BSC1084C as a prerequisite option to provide more course offering options and increase prerequisite availability to student.
- HIM 2223                 Introduction to Coding and Reimbursement Systems (3 credits)  
Require prerequisite of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment.
- HIM 2234                 Advanced ICD Coding and Reimbursement (3 credits)  
Require prerequisite of Admission to the Health Information Management A.S. degree program and the Medical Coder Certificate program to ensure admission process is verified prior to enrollment.
- HIM 2253                 Basic CPT Coding (3 credits)  
Require prerequisite of Admission to the Health Information Management A.S. degree program and the Medical Coder Certificate program to ensure admission process is verified prior to enrollment. Adding BSC1084C as prerequisite option to provide more course offering options and increase prerequisite availability to student.
- HIM 2283                 Advanced CPT Coding and Reimbursement (3 credits)  
Require prerequisite of Admissions to the Health Information Management A.S. degree program and the Medical Coder Certificate program degree to ensure admission process is verified prior to enrollment.

HIM 2500	Organization and Supervision (3 credits) Require prerequisite of Admissions to the Health Information Management A.S. degree program and the Healthcare Informatics A.S. degree program to ensure admission process is verified prior to enrollment.
HIM 2510	Quality and Performance Improvement (3 credits) Require prerequisite of Admissions to the Health Information Management A.S. degree program and the Healthcare Informatics A. S. degree program as ensure admission process is verified prior to enrollment.
HIM 2652	Electronic Health/Medical Record Systems (3 credits) Require prerequisite of Admission to the Healthcare Informatics AS degree and the Healthcare Informatics Certificate program to ensure admission process is verified prior to enrollment.
HIM 2810	Professional Practice Experience I (2 credits) Require prerequisite of Admissions to the Health Information Management A.S. degree program and the Medical Coder Certificate program to ensure admission process is verified prior to enrollment.
HIM 2820	Professional Practice Experience II (2 credits) Require prerequisite of Admissions to the Health Information Management A.S. degree program to ensure admission process is verified prior to enrollment.
STA 2023	Elementary Statistics (3 credits) Require prerequisite of recommendation that MAT 1033, with a grade of "C" or better, be taken within the last two years, to ensure students have needed math skills for course.
<b>Title Changes:</b>	
ACG 2450	Microcomputer Accounting (3 credits) Title changed to "Accounting Software Applications."
CGS 1100	Microcomputer Applications (3 credits) Title changed to "Computer Applications."
CGS 1178	Web Scripting with CGI/PERL and Javascript (3 credits) Title changed to "Web Scripting with CGI/PERL."
CTS 1327	Installing and Configuring Microsoft Windows Client (3 credits) Title changed to "Configuring and Administering Microsoft Windows Client."

- IDS 2103H Honors Interdisciplinary Studies: Modern (6 credits)  
Title changed to "Honors Interdisciplinary Studies: The American Experience."
- MAN 2340 Human Factors in Supervision (3 credits)  
Title changed to "Supervisory Management" to better reflect the current content of the course.
- MUC 1101 Applied Music Composition (2 credits)  
Title changed to "Introduction to Music Composition" to correspond with the new composition sequence.

**Major Learning Outcomes/Course Objective Changes:**

- ACG 2001 Applied Financial Accounting I (3 credits)  
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- ACG 2450 Microcomputer Accounting (3 credits)  
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- CGS 1100 Microcomputer Applications (3 credits)  
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- CGS 1178 Web Scripting with CGI/PERL and JavaScript (3 credits)  
All course changes are needed to keep pace with changes in industry and higher demands of employers.
- COP 2801 Javascript (3 credits)  
Course changes due to the fact that Javascript has recently become more important, and more demanding, because of the rise of Ajax and the development of a number of Javascript libraries.
- COP 2839 ASP.NET Programming with VB.NET (3 credits)  
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- CTS 1327 Installing and Configuring Microsoft Windows Client (3 credits)  
Course is being updated from Windows XP Professional to Microsoft Windows Client in an effort to stay current and provide students with courses that match the industry standard.
- CTS 2322 Linux System Administration II (3 credits)  
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.



- DEH 3813 Contemporary Issues in Dental Hygiene (4 credits)  
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- DEH 4854 Leadership in Dental Hygiene (3 credits)  
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- IDS 2103H Honors Interdisciplinary Studies: Modern (6 credits)  
IDS 2103H is being revised to improve the Social Science contribution to the IDS honors course offerings at SPC. The IDS 2103 revision continues the belief that qualified students may chose to participate in learning communities that promote a well-rounded curriculum. Thus, the interplay between various academic disciplines stresses integration, interrelatedness, and holism, all of which are hallmarks of honors programs in American higher education.
- PRO 4130 Material Science (2 credits)  
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- PRO 4600 Practice Management Orthotics and Prosthetics (2 credits)  
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- STA 2023 Elementary Statistics (3 credits)  
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.

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

- CTS 1815 Configuring and Troubleshooting Internet Information Server and Windows Terminal Services
- MAR 1143 Seminar in Global Marketing
- MAR 2141 International Marketing
- MKA 2512 Sales Promotion and Public Relations
- SBM 1000 Small Business Entrepreneurship

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

- AVID-CT Avid Certified Pro Tools Operator and Sound Technologist Certificate (15 credits)  
5 credit hours existing courses  
MUM 2601 Music Technology and Recording Techniques II; MUM 2601L Music Technology and Recording Techniques II Lab; MUN 2004 Recording Studio Ensemble  
10 credit hours new courses:  
MUM 2635 Avid Pro Tools 101/110

MUM 2636 Avid Pro Tools 201/210  
MUM 1629 Advanced Auto Mixing Techniques  
MUM 1629L Advanced Auto Mixing Techniques Lab

ENTR-CT Entrepreneurship Certificate (12 credits)  
6 credit hours existing courses GEB 2112 Introduction to Entrepreneurship; GEB 2131 Entrepreneurship Management  
6 credit hours courses yet to be created- GEB 2ZZZ Entrepreneurial Marketing and Sales; GEB 2AAA Planning the Entrepreneurial Venture

FUNAT-CT Funeral Arts Certificate (28 credits)  
25 credit hours of existing courses  
6 credit hours new courses:  
FSE 1XXX Funeral Ethics  
FSE 11XX Cremation History, Principles and Practices

INTBUS-CT International Business Certificate (12 credits)  
All existing courses  
GEB 1011, Introduction to Business; GEB 2350 Survey of International Business; MAN 2604 Intercultural Relations in Business; MAR 1142 Global Marketing

MGT/LDR-CT Management/Leadership Certificate (12 credits)  
9 credit hours existing courses  
MAN 2021 Principles of Management; MAN 2340 Supervisory Management; MAN 2582 Introduction to Project Management  
3 credit hours from courses yet to be developed MAN 2XXX Introduction to Leadership

MKT-CT Marketing Certificate (12 credits)  
9 credit hours existing courses  
MAR 2011 Principles of Marketing; MAR 2321 Advertising; MKA 2021 Sales  
3 credit hours course yet to be developed MKA 2XXX Social Marketing

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

ACTAP-CT Accounting Applications Certificate (18 credits)  
Change Program Courses. Delete option of ACG 2949 Accounting Co-op

BIOLOGY-BS Biology (120 credits)  
Change Program Courses. Add electives ANS 3006 Introduction to Animal Science; BSC3312C Marine Biology with Lab; ZOO3307C Vertebrate Zoology with Lab; ZOO 3733C Human Anatomy with Lab

BUSADM-CT Business Administration Certificate (24 credits)  
Program Requirements. Added Internship courses ACG 2940; GEB 2940

MAN 2940;MKA 2940. Removed wording "Any Business Co-Op Work Experience Course OR Internship."

- BUS-AS Business Administration (64 credits)  
Subplan B: Added FIN 2000 Principles of Finance  
Deleted MAN 2582 Introduction to Project Management  
Added Subplan D, Entrepreneurship:  
37 credit hours existing courses  
6 credit hours courses yet to be created- GEB 2ZZZ Entrepreneurial Marketing and Sales; GEB 2AAA Planning the Entrepreneurial Venture  
Added Subplan E Management/Leadership  
40 credit hours from existing courses  
Added Subplan F: Marketing  
37 credit hours existing courses  
3 credit hours course yet to be developed MKA 2XXX Social Marketing
- CWPA-AS Computer/Web Programming and Analysis (63 credits)  
Deleted CGS 1100; CNT 1000; CTS 1120; COP 2940; MAN 2582 Added COP 2801. COP 2XXX course yet to be created (3 credit hours).
- CWPS-CT Computer/Web Programming Specialist Certificate (35 credits)  
Program Requirements and Electives. Added Program Requirement: COP 2801. Added Electives: CIS 2321 Systems Analysis and Design 3 credit hours; COP 2XXX 3 credit hours course not yet developed. Electives Deleted: COP 2801, COP 2949, CTS 1120, and MAN 2582.
- HSA-BAS Health Services Administration (120 credits)  
Subplan A: Added new course HSA 3XXX Educational Concepts  
Removed ISM 3330, ISM 4212, ISM 4323, and MAN 4625.  
Subplan B: Added new courses HSA 3XXX Educational Concepts; HUS 3370 Issues in Mental Health.  
Subplan C: Added ISM 3232 (existing course). Removed ISM 3330, ISM 4212, and ISM 4323.  
Subplan D: Added HSA 3XXX Educational Concepts for Allied Health Education.
- INSVS-AS Insurance Services (64 credits)  
Core and Support Courses. Added MAR 2321 and RMI 1200. Removed RMI 2949.
- MCITPSA-CT Microsoft Certified IT Professional: Server Administrator Certificate (21 credits)  
Edited Job Related Opportunities and Description. Added CTS 2106 (existing course). Removed CET 1172C.

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

MGMT-AAS or

MKT-AAS

Business Administration and Management – they are added to the BUS-AS and also have new certificates.

Tonjua Williams, Vice President for Academic and Student Affairs, recommends approval.

rrm0806105

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Noncredit Curriculum

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

- CMN0901 Virtual Teams (8 hours)
- DBS0932 SQL Level 1 (8 hours)
- DBS0933 SharePoint Administrator (8 hours)
- DBS0934 SQL Level 2 (12 hours)
- DBS0935 Sharepoint User (8 hours)
- DBS0937 SQL Architecture (8 hours)
- DBS0939 SQL Fundamentals (4 hours)
- DBS0947 FileMaker Pro 8 Level 1 (8 hours)
- DBS0949 FileMaker Pro 8 Level 2 (8 hours)
- FAC0301 Conducting Meetings (8 hours)
- LNG0327 Intensive English as a Second Language - In-State (80 - 256 (256 standard) hours)
- LNG0328 Intensive English as a Second Language - Au Pair (72 hours)
- LNG0329 Intensive English as a Second Language - Online (16 hours)
- MNS0915 Moving from Technical Professional to Manager (16 hours)
- PPS0913 Preparing, Developing, and Delivering Presentations Using Powerpoint (8 hours)
- PPS0922 Visio Level 2 (8 hours)
- PRG0945 Visual Basic for Access: Enhance Macros (4 hours)
- PRG0947 Visual Basic for Excel: Create Macros (4 hours)
- PRG0965 VB.Net Fundamentals and Architecture (8 hours)
- PSP0839 Fire Science Inservice (3 hours)
- PSP0847 Size Up / Painting the Picture (4 hours)
- SMS0333 Career Development (8 hours)
- VOT0900 Technology Management Program (188 hours)
- VOT0901 Information Security Program (188 hours)
- WSP0923 JavaScript Level 2 (8 hours)

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

**Contact Hours Changes:**

LNG0326 Intensive English as a Second Language (128-256 (256 standard) hours)  
Contact hours range changed from 80-240 to 128-256.

**Description Changes:**

PRG0961 Visual Basic.Net Level 1 (16 hours)  
Description changed to properly reflect course topic.

PRG0962 Visual Basic.NET, Level 2 (16 hours)  
Description changed to properly reflect course topic.

**Fee Changes:**

CMN0331 Grammar Review (8 hours)  
Change student fee from \$80.00 to \$139.00 to cover increase in cost of material and salary expenses.

LNG0326 Intensive English as a Second Language (128-256 (256 standard) hours)  
Fee range changed from \$1,995.00-\$5,695.00 to \$1,995.00-\$4,499.68.

MNS0320 Essential Interviewing Skills (8 hours)  
Fee decreased from \$259.00 to \$139.00 to remain competitive in today's market.

PPS0920 Visio Level 1 (8 hours)  
Price increase from \$99.00 to \$139.00 to cover increased material and salary costs.

PSP0637 Breath Test Operators Course 16 hours (16 hours)  
Correcting price from \$185.69 to \$187.42 due to error in form submitted to July board.

PSP0638 Breath Test Operators Renewal Course 4 hours (4 hours)  
Correcting price from \$47.67 to \$49.91 due to error in form submitted to July board.

PSP0654 8 Hrs Driver Improvement and Veh Ops Advocational (8 hours)  
Fee changing from \$14.48 to \$18.96 due to an increase in administrative fee.

PSP0701 16 Hours In-Service Training (16 hours)  
Fee changing from \$175.11 to \$183.77 due to an increase in administrative fee.

- PSP0704 40 Hours Agency-Specific In-Service Training (40 hours)  
Fee changing from \$458.20 to \$480.60 due to an increase in administrative fee.
- PSP0768 4 Hours Agency-Specific In-Service Training (4 hours)  
Fee changing from \$20.00 to \$22.24 due to an increase in administrative fee.
- PSP0769 8 Hours Agency-Specific In-Service Training (8 hours)  
Fee changing from \$40.00 to \$44.48 due to an increase in administrative fee.
- PSP0801 Live Fire Instructor Training (40 hours)  
Fee changing from \$292.15 to \$307.73 to reflect the increase in workforce fees.
- PSP0816 Physical Ability Test (4 hours)  
Fee changing from \$36.48 to \$56.91 to reflect the increase in workforce fees.
- PSP0821 Shipboard Firefighting (8 hours)  
Fee changing from \$263.71 to \$271.23 to reflect the increase in workforce fees.
- PSP0825 Live Fire Adjunct Instructor Training (16 hours)  
Fee changing from \$143.15 to \$277.66 to reflect the increase in workforce fees.
- PSP0826 Apparatus Pump Operator (40 hours)  
Fee changing from \$186.55 to \$244.98 to reflect the increase in workforce fees.
- PSP0827 Emergency Use of Elevators (8 hours)  
Fee changing from \$35.20 to \$68.28 to reflect the increase in workforce fees.
- PSP0828 Fire Service Hydraulics (40 hours)  
Fee changing from \$186.55 to \$236.23 to reflect the increase in workforce fees.
- PSP0830 National Fire Academy Control and Command of Incident Operation (40 hours)  
Fee changing from \$182.50 to \$235.40 to reflect the increase in workforce fees.

- PSP0831 Firefighter Intern Program (200 hours)  
Fee changing from \$997.75 to \$1,185.75 to reflect the increase in workforce fees.
- PSP0832 Advanced Hoseline Management (8 hours)  
Fee changing from \$30.00 to \$51.55 to reflect the increase in workforce fees.
- PSP0834 National Fire Association Command and Control of Target Hazards (25 hours)  
Fee changing from \$192.00 to \$240.40 to reflect the increase in workforce fees.
- PSP0835 Use of Thermal Imaging Cameras in Live Fire Environment (8 hours)  
Fee changing from \$85.00 to \$106.28 to reflect the increase in workforce fees.
- PSP0837 Advanced Auto Extrication (24 hours)  
Fee changing from \$187.01 to \$203.91 to reflect the increase in workforce fees.
- PSP0840 Live Fire Training Instructor (LFTI) Refresher Course (8 hours)  
Fee changing from \$55.11 to \$85.50 to reflect the increase in workforce fees.
- PSP0841 Firefighter Rescue / Firefighter Survival (40 hours)  
Fee changing from \$393.47 to \$434.40 to reflect the increase in workforce fees.
- PSP0842 NFA Strategy and Tactics for Initial Company Operations (16 hours)  
Fee changing from \$83.50 to \$114.16 to reflect the increase in workforce fees.
- PSP0843 NFA Incident and Command for Structural Collapse (16 hours)  
Fee changing from \$89.00 to \$119.66 to reflect the increase in workforce fees.
- PSP0844 NFA Incident Command for Highrise Operations (16 hours)  
Fee changing from \$81.00 to \$111.66 to reflect the increase in workforce fees.
- PSP0846 Florida Firefighter Minimum Skills Refresher (24 hours)  
Fee changing from \$178.87 to \$208.91 to reflect the increase in workforce fees.



- PSP0848 Physical Abilities Test (PAT) Prep Course (8 hours)  
Fee changing from \$45.40 to \$67.48 to reflect the increase in workforce fees.
- PSP0849 Test Review for State Apparatus Operator Exam (2 hours)  
Fee changing from \$50.26 to \$68.28 to reflect the increase in workforce fees.
- PSP0851 Personal Rope Skills (8 hours)  
Fee changing from \$112.96 to \$125.48 to reflect the increase in workforce fees.
- PSP0852 Aerial Operations (40 hours)  
Fee changing from \$310.80 to \$353.40 to reflect the increase in workforce fees.
- PSP0853 NFA NIMS ICS for the Fire Service (16 hours)  
Fee changing from \$75.00 to \$119.16 to reflect the increase in workforce fees.
- PSP0854 NFA Incident Safety Officer (16 hours)  
Fee changing from \$75.00 to \$119.16 to reflect the increase in workforce fees.
- PSP0855 Big Fire Big Water (4 hours)  
Fee changing from \$45.63 to \$54.39 to reflect the increase in workforce fees.
- PSP0856 Ventilation (4 hours)  
Fee changing from \$61.88 to \$70.64 to reflect the increase in workforce fees.
- PSP0857 Tricks of the Truck (24 hours)  
Fee changing from \$256.08 to \$281.97 to reflect the increase in workforce fees.
- PSP0858 Firefighter Survival: Physiology of Self-Preservation (8 hours)  
Fee changing from \$53.39 to \$65.08 to reflect the increase in workforce fees.
- PSP0859 Emergency Vehicle Driver Training (EVDT) (16 hours)  
Fee changing from \$126.47 to \$146.51 to reflect the increase in workforce fees.

- PSP0860            Emergency Medical Responder (40 hours)  
Fee changing from \$178.27 to \$219.20 to reflect the increase in workforce fees.
- PSP0861            Large Animal Rescue (8 hours)  
Fee changing from \$81.23 to \$92.91 to reflect the increase in workforce fees.
- WSP0920            JavaScript Level 1 (8 hours)  
Change student fee from \$149.00 to \$209.00 to cover increase in cost of material and salary expenses.

**Title Changes:**

- CMN0331            Grammar Review (8 hours)  
Title changed to "Grammar Skills" to remain competitive in today's market.
- LNG0326            Intensive English as a Second Language (128-256 (256 standard) hours)  
Added "Out of State" to end of title. Program was split into 3 parts: Out of State, In State, and Au Pair.
- MNS0320            Essential Interviewing Skills (8 hours)  
Title changed to "Interviewing Skills.
- PRG0961            Visual Basic.Net Level 1 (16 hours)  
Title changed to "ASP.Net 3.5 C/C++" to properly reflect course topic.
- PRG0962            Visual Basic.NET, Level 2 (16 hours)  
Title changed to "ASP.Net 3.5 VB" to properly reflect course topic.
- PSP0637            Breath Test Operators Course 16 hours (16 hours)  
Title changed to: Breath Test Operators Course.
- PSP0638            Breath Test Operators Renewal Course 4 hours (4 hours)  
Title changed to: Breath Test Operators Renewal Course.

**Confirmation is sought for the following noncredit course(s) for be temporarily changed effective Term III 2009-2010:**

**Fee Changes:**

- EMP0515            ITLS Renewal (#2646) (8 hours)  
Price raised from \$70.00 to \$75.00 due to increased instructional and class supplies cost.

**Approval is sought for the following noncredit course(s) to be added effective Term I 2010-2011:**

AAP0320	Introduction to Green Living (9 hours)
AAP0321	Greening Your Home (12 hours)
AAP0322	Greening Your Business (16 hours)

**Approval is sought for the following noncredit course(s) to be changed effective Term I 2010-2011:**

**Contact Hours Changes:**

EMP0515	ITLS Renewal (8 hours) Contact hours decreasing from 9 to 8.
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**Description Changes:**

AAP0612	SAT Test Prep (24 hours) Change description to allow combining AAP0612 and AAP0613, as they are the same class, use the same book, and are directed to the same audience.
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**Fee Changes:**

CDV0508	Separation and Divorce: A Child's View (4.5 hours) Price raised from \$35.00 to \$40.00. Price has not been raised in over six years.
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EMP0515	ITLS Renewal (8 hours) Price raised from \$70.00 to \$75.00 due to increased instructional and class supplies cost.
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AAP0612	SAT Test Prep (24 hours) Price raised from \$215.00 to \$245.00. Price has not increased for four years. Our competitors charge considerably more. Huntington charges range from \$2,000 to \$3,000, and Kaplan charges \$1,200.
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**Approval is sought for the following noncredit course(s) to be temporarily changed effective Term I 2010-2011:**

**Fee Changes:**

HHP0376	IV Therapy Certificate - Clinical (6-32 hours) Title changed to: PICC Advanced 2-Day Clinical.
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**Title Changes:**

HHP0376	IV Therapy Certificate - Clinical (6-32 hours) Fee increased from \$1,299.00 to \$1,499.00 due to highly specialized instructional costs.
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**Approval is sought for the following noncredit course(s) to be deleted effective Term I 2010-2011:**

AAP0613                      SAT Test Prep - High School Class

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

rm0806107

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** 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
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NONE

**Deletions**

Type	Description	Amount	Due	Effective
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NONE

**Fee Change**

Type	Description	Current Amount	Amount	Due	Effective
Course Fee	EEX 4940 Internship: Exceptional Student Education	\$89.00	\$51.00	with course registration	Spring 10/11
Course Fee	EVT 4940 Internship: Technology Education, 6-12	\$89.00	\$51.00	with course registration	Spring 10/11
Course Fee	BTE 4940 Internship: Business Technology Education	\$89.00	\$51.00	with course registration	Spring 10/11
Course Fee	MAE 4940 Internship: Secondary Mathematics Education, 6-12	\$89.00	\$51.00	with course registration	Spring 10/11
	NUR 1001C Transition to Professional Nursing Clinical				
Testing Fee	Experience	\$170.00	\$220.00	with course registration	Spring 10/11
Testing Fee	NUR 1021C Nursing I Clinical Experience	\$100.00	\$143.00	with course registration	Spring 10/11
Testing Fee	NUR 1211C Nursing II Clinical Experience	\$100.00	\$143.00	with course registration	Spring 10/11
Testing Fee	NUR 2462C Nursing III Clinical Experience	\$100.00	\$143.00	with course registration	Spring 10/11
Testing Fee	NUR 2731C Nursing IV Clinical Experience	\$100.00	\$143.00	with course registration	Spring 10/11

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

Type	Description	Effective
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NONE

Doug Duncan, Senior Vice President, Administration/Business and Information Services; Anne M. Cooper, Senior Vice President, Academic & Students Affairs; and Jamelle Conner, Associate Vice President, Institutional Research, Planning, Budget & Compliance, recommend approval.

ym0806103

August 17, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President **WDL**

**SUBJECT:** Financial Report and Update

The following is the year over year information for the month ending July 2010 financial report. Also included are the attached graphs which supplement the financial report.

	<b>FY09-10</b>	<b>FY10-11</b>	<b>Variance</b>	<b>% Variance</b>
<b>Revenues</b>				
State Government	\$4,020,816	\$4,664,689	\$643,873	16.01%
Stimulus Funds	\$0	\$0	\$0	
Student Fees	\$8,218,520	\$8,115,796	(\$102,724)	-1.25%
Other Revenue	\$211,267	\$131,257	(\$80,010)	-37.87%
Fund Transfers In	\$5,561	\$555	(\$5,006)	-90.02%
<b>Total Revenues</b>	<b>\$12,456,164</b>	<b>\$12,912,297</b>	<b>\$456,133</b>	<b>3.66%</b>
<b>Expenses</b>				
Personnel and Benefits	\$8,739,436	\$8,733,049	(\$6,387)	-0.07%
Current Expenses	\$2,253,283	\$2,351,239	\$97,956	4.35%
Capital	\$46,821	\$61,965	\$15,144	32.34%
<b>Total Expenses</b>	<b>\$11,039,540</b>	<b>\$11,146,253</b>	<b>\$106,713</b>	<b>0.97%</b>
<b>Total Revenues Over Expenses</b>	<b>\$1,416,624</b>	<b>\$1,766,044</b>	<b>\$349,420</b>	<b>24.67%</b>

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology, and Jamelle Conner, Associate Vice President, Institutional Research, Planning, Budget and Compliance, recommend approval.

dsd0809101