

MINUTES OF THE SEPTEMBER 20, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, Sept. 20, 2011, at the St. Petersburg College EpiCenter, 13805 – 58th St. N., Largo, Florida. The following Board members were present: Chairman Terrence E. Brett, Vice Chairman Deveron M. Gibbons, Evelyn M. Bilirakis, Kenneth P. Burke, W. Richard Johnston. Also present were William D. Law, Jr., President of St. Petersburg College and Secretary to the Board of Trustees, and Joseph H. Lang, Board Attorney. Proof of public notice of this meeting is included as part of these minutes. Notices were duly posted.

11-184. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES TUESDAY, SEPTEMBER 20, 2011

EPICENTER MEETING ROOM (1-453)
13805 – 58TH ST. N.
LARGO, FLORIDA

REGULAR MEETING: 8:30 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. PRELIMINARY MATTERS (*Decision*)

- A. Confirmation/approval of new date for October Board Meeting – Monday, October 17, 2011 (*Decision*)
- B. Recognitions/Announcements (NONE)

III. COMMENTS

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

IV. REVIEW AND APPROVAL OF MINUTES (*Decision*)

Board of Trustees' Meeting of August 16, 2011

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V. MONTHLY REPORTS

- A. Board Attorney – Joseph H. Lang
- B. Acting General Counsel – Suzanne Gardner
- C. Provosts – Brock, Ulmer
- D. Faculty Senate – Fratus

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

VII. NEW BUSINESS

- A. STUDENT SUCCESS AND ACHIEVEMENT (*Information*)
 - 1. Who's Here Presentations
 - a. Opening Day – All Students
 - b. Opening Day – First Time in College Cohort, Fall 2011 vs. Fall 2010
 - c. Retention Data for the Fall 2010 FTIC Cohort.
- B. BIDS, EXPENDITURES AND CONTRACTS (through Purchasing) - NONE
- C. OTHER EXPENDITURES AND CONTRACTS – NONE
- D. GRANTS/RESTRICTED FUNDS CONTRACTS (*Decision*)
 - 1. Application/Acceptance
 - a. Florida Division of Emergency Management – Disaster Response Interpreter Training
 - b. National Science Foundation – Scholarships in Science, Technology, Engineering, and Mathematics Program
 - c. U.S. Department of Homeland Security, Transportation Security Administration, Federal Air Marshal Training
 - 2. Amendment(s)
 - a. U.S. Department of Education – Student Support Services Program
- E. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND

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CONSTRUCTION (*Decision*)

1. Advertising for Miscellaneous Construction Manager At Risk Services, Collegewide
2. Review of Construction Documents (Phase III) and Guaranteed Maximum Price (GMP), Project 151-G-11-15 Remodel 1st Floor Downtown Center, Phase I and Phase II
3. Board Acceptance of Project 1707-X-08-18, Veterinary Technology Building, Veterinary Technology Center
4. Board Acceptance of Project 186-C-11-4, Additional Classrooms/Offices, Seminole Campus
5. Board Acceptance of Project 186-B-11-4, Science Lab Upgrades, UPC Building, Seminole Campus
6. Disposition of Surplus or Obsolete Property (Survey 538)

F. AGENCY BILLINGS - NONE

G. PERSONNEL (*Decision*)

1. Personnel Report
2. Extension of Benefits-Related Vendor Contracts (*Existing Plan, October – December, 2011*)
3. Benefits-related Vendor Contracts (*January – December, 2012, with change in Disability Vendor*)
4. Health Insurance Benefits – 2012
 - a. Overview (*Presentation*)
 - b. Approvals

H. PROPOSED CHANGES TO BOT RULES MANUAL- Public Hearing – (*Decision*)

- Rule 6Hx23-4.02 Admission Requirements

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- Rule 6Hx23-4.61 Requirements of the Respiratory Care Program

I. FINANCIAL REPORT AND UPDATE (*Information*)

VIII. PRESIDENT'S REPORT (*Information*)

- A. Student Life Plan Project
- B. State Policy Updates
 - 1. Board of Education
 - 2. Higher Education Coordinating Council (HECC)
 - 3. Legislature
- C. 2011 Community Outreach Award
- D. 2011 Exemplary Practice Award

IX. FUTURE AGENDA ITEMS

- 1. Strategic Planning Workshop – December 2011

X. NEXT MEETING DATE AND SITE

Monday, October 17, 2011, 8:30 am, SPC EpiCenter.

XI. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting September 20, 2011, 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.

Date Advertised: August 19, 2011

[Confirmation of Publication](#)

**MINUTES OF THE SEPTEMBER 20, 2011, MEETING OF THE BOARD
OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Invoice/Serial Number
11-05489

**GULF COAST
BUSINESS REVIEW**

COUNTY OF PINELLAS Published Weekly
Clearwater, Pinellas County, Florida

S.S.

STATE OF FLORIDA

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

being a Notice of Meeting
in the matter of Public Meeting on September 20, 2011 at 8:30 am

in the _____ Court, was published in said newspaper in the
issues of August 19, 2011

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

Sworn to and subscribed before me this

Kelly Martin
Kelly Martin

19th day of August A.D., 2011,

by Kelly Martin, who is personally known to me

Alicia Marie Gilmartin
Notary Public, State of Florida
(SEAL)



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11-185. The meeting was convened by Chairman Brett at 8:32 a.m. The invocation was given by Mr. Burke and was immediately followed by the Pledge of Allegiance.

11-186. Under Item II-A, Preliminary Matters, trustees confirmed the new date of Monday, Oct.17, 2011, for the October Board of Trustees meeting that was previously scheduled for Tuesday, Oct. 18, 2011. The meeting will be held in EpiCenter, 1-453

11-187. Under Item III, Comments, opportunity was given for comments from the Board Chair, Board Members and the President.

Mr. Burke expressed appreciation for the Fall Faculty Welcome Back event and noted it was a great kick-off for the academic year.

Mr. Johnston shared information from the Sept.16 Pinellas County Legislative Delegation Meeting, specifically remarks that were made by a local businessman indicating students need more training in reading, communication, and critical thinking skills. Mr. Burke commented on the trend in college curriculums to require more group projects and writing exercises. Dr. Law stated that information from the Community College Survey of Student Engagement will be shared with the Board at next month's meeting. He noted there are capstone experiences in SPC's baccalaureate programs that are tools to help students bring the entire college experience together. Dr. Law suggested that Mr. Earl Fratus, Instructor and President of the Faculty Governance Organization (FGO), comment on this topic during his remarks to the Board.

Mr. Johnston shared his concern that there is misinformation on the campuses regarding faculty salaries being tied to student success. Dr. Law stated that while there are discussions underway in several states regarding this issue, this is not the case at SPC and that administration would work with the FGO to ensure accurate information is disseminated.

Dr. Law requested that a brief presentation on Financial Aid be added to the agenda prior to the "Who's Here" presentations. Chairman Brett accommodated the request.

Dr. Law then recognized Linda Ruble, Chairperson of the Career Employees Advisory Committee, and expressed appreciation for her serving in this capacity.

Dr. Law circulated to the Board a copy of a booklet prepared by Facilities, "A Summer of Success – Facilities Services Summer Projects, 2011," and complimented Jim Waechter and his staff on a job well done.

Dr. Law shared that the Florida Chamber of Commerce Foundation Board, which the College recently hosted in the Collaborative Labs, is now running a follow-up lab in Orlando due to its success here. Dr. Law noted this and other future Chamber events will provide high visibility for SPC and the Labs.

11-188. Under Item IV, Review and Approval of Minutes, the minutes of the meeting of the Board of Trustees of St. Petersburg College for Tuesday, August 16, 2011, were presented

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by the chairman for approval. Mr. Gibbons moved approval of the minutes as submitted. Mr. Burke seconded the motion. Motion carried unanimously.

11-189. Under Item V, **Monthly Reports**, Chairman Brett requested a report of any new business from Board Attorney Joseph Lang or Acting General Counsel Suzanne Gardner. They indicated there was nothing new to report.

Chairman Brett called for reports from the following: Mr. James Brock, Campus Executive Officer, Allstate Center; Ms. Yvonne Ulmer, Campus Executive Director, Downtown Center; Mr. Earl Fratus, Instructor and president of the Faculty Governance Organization (FGO).

Mr. Brock presented information on the iCORPS program, designed for middle school students to create an interest in public safety professions.

Ms. Ulmer provided a video clip which is being used to encourage students to visit the Learning Support Center at the Downtown Center and take advantage of the services available at the Center.

Mr. Fratus shared information about a faculty Collaborative Lab from 9 a.m. to noon on Oct. 7. The meeting will include discussion and decisions regarding the FGO's major goal for the year. Mr. Fratus referenced the Student Life Plan and noted that faculty has been given a leadership role in this initiative, with approximately half of the Student Life Plan Committee being faculty members. Mr. Fratus expressed appreciation on behalf of the faculty for the Faculty Emeritus recognition at the Fall Faculty Welcome Back event, stating it was great for faculty morale. Finally, Mr. Fratus encouraged the Board to call him at any time with questions or concerns.

11-190. Under Item VII-A, **New Business**, the President called on Mr. Michael Bennett, Associate Vice President, Financial Assistance Services, for a report on the 2009 cohort default rates, noting the recent federal focus on student financial aid, specifically the default rate. Mr. Bennett presented to the board various factors related to the 2009 cohort and their current financial obligation status. He then addressed the following questions and requests from the trustees:

Mr. Burke requested a full report and breakdown of the statistics regarding students receiving loans. He further requested statistics for FY 2010-11 showing the amount of financial aid awarded compared to how much was actually lent. Mr. Gibbons requested information on the percentage of students denied financial aid due to parents' income levels. He also suggested that students be informed initially that student loan debt does not have to be repaid in full upon graduation but could be paid in monthly increments. In response to Mr. Burke's question regarding the college receiving a penalty for a high default rate, Mr. Bennett stated there are no concerns, as SPC is very proactive in preventing this situation from occurring. Mr. Brett inquired as to the success rate of the collection agency with whom the college is contracted. Dr. Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; responded that the College recovers approximately one third of the debt.

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The President then called on Dr. Patrick Rinard, Associate Vice President, Enrollment Management, who presented “Who’s Here at SPC,” which included statistics on total enrollment, the First Time In College cohort, and student retention. He then addressed the following questions and requests from the Board.

With regard to students with undeclared majors, Mr. Burke requested that for clarity, future reports should include an additional category for high school students in accelerated classes, dual enrollment students, and students taking occasional classes.

Mr. Burke inquired as to progress being made on implementing early-warning software to identify students who are at risk, as well as research on success rates at colleges using such software. Dr. Rinard replied that software research is currently underway but no decision has been made to date. Dr. Law added that the use of the software will have an impact on student success, as will the face-to-face orientation the College has implemented and the Student Life Plan currently being developed. He reiterated the importance of immediate intervention for at-risk students, which will be facilitated by the Student Life Plan. Faculty members have indicated they are ready to assist once the plan is in place.

Mr. Burke referenced the Achieving the Dream initiative which, in spite of a large investment of time and funding in the program, has proven unsuccessful according to initial reports. He cautioned that SPC should study only programs that have proven successful at other colleges. Dr. Law reported that Dr. Rigoberto Rincones-Gomez, who analyzes data for Achieving the Dream, will be presenting at the All College Day on Oct. 25, sharing what works and what doesn’t according to the data collected to date. Mr. Johnston reiterated the importance of faculty input regarding a solution and resources available. Dr. Law stated he would work with the FGO for coordination of efforts.

11-191. Under Item VII-D, Grants/Restricted Funds Contracts, Chairman Brett entertained a motion to approve Items VII-D.1 and D-2. Mr. Burke requested the motion also include **Item E-1, Advertising for Miscellaneous Construction Manager At Risk Services Collegewide.** Mr. Burke moved approval. Mr. Gibbons seconded the motion.

Chairman Brett called on Ms. Susan Reiter, Vice President of Facilities Planning & Institutional Services, and Mr. Michael Carter, Director of Design and Construction, for an update on Construction Projects.

Mr. Burke moved approval of **Items VII-E.2 through VII-G.3.** Ms. Bilirakis seconded the motion. Chairman Brett called for discussion:

Regarding Items VII-E.1 through E.5, Mr. Burke asked if the projects had been completed within the budget. Ms. Reiter confirmed that they were all within budget and stated the Board would see the final accounting for all projects in the next Quarterly Report. Mr. Burke also inquired regarding a dedication ceremony for the new Veterinary Technology building. Dr. Law stated a date would be provided to the trustees by the end of the semester.

Regarding Item VII-E.1, Mr. Burke requested information on the miscellaneous construction advertising process. Ms. Reiter explained that rather than hire one contractor as in the past, the college hopes to hire up to five smaller contractors for specific phases of the project (i.e. demolition of the Veterinary Technology building). This is more cost-effective for the

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College and allows more opportunities to work with minority contractors in the community. All hires are conducted per state statute requirements.

Chairman Brett called for a vote on Items VII-D through VII-G.3. Motion carried unanimously.

11-192. Under Item G-4, **Health Insurance Benefits – 2012**, the President called on Ms. Patty Jones, Vice President, Human Resources, and Dr. Doug Duncan for a report on proposed college health insurance benefits for the 2012 calendar year.

Dr. Duncan presented budget statistics indicating the significant funding required for the employee health plans and the rising claims costs over the past few years. He noted that changes to the College health plans are necessary in order to maintain a financially stable program with adequate reserves. The College proposes, with recommendation from the Health Insurance Committee, an increase in employee premiums, with a 4 percent increase on January 1, 2012, and another 4 percent increase on July 1, 2012. The College further proposes to offer employees a high-deductible, low-premium plan option, Health Savings Account (HSA), as a pilot program. Dr. Duncan presented a comparison of premiums for the Health Savings Account vs. the currently offered health plans, indicating the significant savings on premiums employees could realize under the HSA plan.

Dr. Duncan called on Ms. Jones to present the details of the HSA plan. She outlined the costs to employees, the proposed first-year college incentives such as seeding funds, matching of contributions, and taking advantage of an exemption to continue to offer co-pays for prescriptions under the HSA plan.

Chairman Brett called for a motion to approve Item VII-G.4. Mr. Johnston moved approval. Mr. Gibbons seconded the motion. Motion carried unanimously.

11-193. Under Item VII-H, **Proposed Changes to BOT Rules Manual** - a rulemaking hearing was conducted for the purpose of amending and/or adopting changes to the Board of Trustees Rules and Procedures Manual. Proof of public notice of this meeting is included as a part of these minutes. Internal notice was published in the **Blue and White** and campus notices were duly posted. The Chairman called for comments from the Board and the public.

Regarding Rule 6Hx23-4.02, Mr. Johnston inquired of Dr. Patrick Rinard as to whether non-degree students would be required to provide proof of past credits/degrees. Dr. Rinard stated non-degree students would not be asked for this information. Dr. Law added that the revisions to this rule are intended to improve the process.

The President sought approval of Item VII-H. Mr. Burke moved approval. Mr. Gibbons seconded the motion. Motion carried unanimously.

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OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Invoice/Serial Number
11-04982

**GULF COAST
BUSINESS REVIEW**

COUNTY OF PINELLAS Published Weekly
Clearwater, Pinellas County, Florida

S.S.

STATE OF FLORIDA

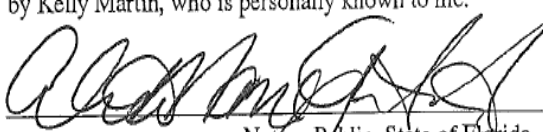
Before the undersigned authority personally appeared Kelly Martin
who on oath says that he/she is Publisher's Representative of the Gulf Coast Business
Review, a weekly newspaper published at Clearwater in Pinellas County, Florida;
that the attached copy of advertisement,

being a Notice of Development of Proposed Rules
in the matter of Changes, additions and/or deletions to rules as recommended

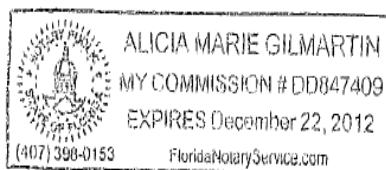
in the _____ Court, was published in said newspaper in the
issues of July 29, 2011

Affiant further says that the said Gulf Coast Business Review is a newspaper
published at Clearwater, Pinellas County, Florida, and that said newspaper has
heretofore been continuously published and has been entered as periodicals matter
at the Post Office in Clearwater in said Pinellas County, Florida, for a period of
one year next preceding the first publication of the attached copy of advertisement;
and affiant further says that he/she has neither paid nor promised any person, firm or
corporation any discount, rebate, commission or refund for the purpose of securing
this advertisement for publication in said newspaper.
29th day of July A.D. 2011,

by Kelly Martin, who is personally known to me.



Notary Public, State of Florida
(SEAL)



MINUTES OF THE SEPTEMBER 20, 2011, MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

BOARD OF TRUSTEES' NOTICE OF DEVELOPMENT OF PROPOSED RULES

NAME OF AGENCY: BOARD OF TRUSTEES, ST. PETERSBURG COLLEGE

RULE TITLE: ADMISSION REQUIREMENTS

RULE NO.: 6Hx23-4.02

RULE NOTICE DATE: July 29, 2011

PURPOSE AND EFFECT: The proposed changes to the Rule update information regarding waivers for students who have previously demonstrated competency in college credit post-secondary coursework. Also, during the Rule Development stage, considerations may be given to changes, additions and/or deletions of any part of this Rule as may be recommended.

SUBJECT AREA TO BE ADDRESSED: See Purpose and Effect above.

SUMMARY: See Purpose and Effect above.

SPECIFIC AUTHORITY: 1001.64(2) & (4), F.S.

LAW IMPLEMENTED: 1001.64(5), (6), (7) & (8), 1003.435, 1004.73, 1007.22, 1007.235, 1007.24, 1007.25, 1007.263, 1007.264, 1009.23, 1009.25(3), 1009.26, F.S.; SBE Rules 6A-10.024, 6A-10.030, 6A-10.041, 6A-19.001, 6A-19.002, F.A.C.; Title VI of Civil Rights Act of 1964; Title IX, Education Amendments of 1972; Section 504, Rehabilitation Act of 1973, as amended; Americans With Disabilities Act of 1991; Age Discrimination Act of 1975; SB 20, 2002 Legislature.

IF REQUESTED AND NOT DEEMED UNNECESSARY BY THE AGENCY HEAD, A RULE DEVELOPMENT WORKSHOP WILL BE HELD ON THE TIME, DATE AND PLACE SHOWN BELOW:

TIME AND DATE: 9:00 a.m., August 12, 2011

PLACE: St. Petersburg College, District Office, Conference Room 208, 6021 - 142nd Avenue North, Largo, Florida

PERSON(S) TO BE CONTACTED REGARDING THE PROPOSED RULE IS: Patrick W. Rinard, Assoc. VP, Enrollment Mgmt, Academic & Students Affairs, EPI.

THE PRELIMINARY TEXT, IF AVAILABLE, OF THE PROPOSED RULE MAY BE OBTAINED BY WRITING: Board of Trustees, c/o General Counsel's Office, P. Box 13489, St. Petersburg, Florida 33733, or calling 341-3259.

NAME OF AGENCY: BOARD OF TRUSTEES, ST. PETERSBURG COLLEGE

RULE TITLE: REQUIREMENTS OF THE RESPIRATORY CARE PROGRAM

RULE NO.: 6Hx23-4.61

RULE NOTICE DATE: July 29, 2011

PURPOSE AND EFFECT: The proposed changes to the Rule are required to meet the new CoARC Standard 5.10 regarding the Paramedic/EMS transitional program advanced placement. Credit will be granted for RET 1874L and RET 1875L courses. Also, during the Rule Development stage, considerations may be given to changes, additions and/or deletions of any part of this Rule as may be recommended.

SUBJECT AREA TO BE ADDRESSED: See Purpose and Effect above.

SUMMARY: See Purpose and Effect above.

SPECIFIC AUTHORITY: 1001.64(2) & (4), F.S.

LAW IMPLEMENTED: 1000.01, 1001.64(6) & (8), 1007.263, 1001.02, 1001.6 F.S.; Rule 6A-14.030, F.A.C.

IF REQUESTED AND NOT DEEMED UNNECESSARY BY THE AGENCY HEAD, A RULE DEVELOPMENT WORKSHOP WILL BE HELD ON THE TIME, DATE AND PLACE SHOWN BELOW:

TIME AND DATE: 9:00 a.m., August 12, 2011

PLACE: St. Petersburg College, District Office, Conference Room 208, 6021 - 142 Avenue North, Largo, Florida

PERSON(S) TO BE CONTACTED REGARDING THE PROPOSED RULE IS: Phillip V. Nicotera, Provost, HEC.

THE PRELIMINARY TEXT, IF AVAILABLE, OF THE PROPOSED RULE MAY BE OBTAINED BY WRITING: Board of Trustees, c/o General Counsel's Office, P. Box 13489, St. Petersburg, Florida 33733, or calling 341-3259.

July 29, 2011

Revised 1/12 11-049

11-194. Under Item VII-I, Financial Report and Update, Chairman Brett called upon Dr. Doug Duncan, Senior Vice President of Administrative/Business Services & Information Technology, to present the current budget status. Dr. Duncan reported that per the trend report, the revenue and expenses are on track with the budget. Mr. Johnston requested that future reports include a date. The report was received by the Board as information.

11-195. Under Item VIII, President's Report, Chairman Brett called upon Dr. Law for information.

The President reported on the following awards received by the college: (1) The College has been selected for the 2011 Community Outreach Award due to the efforts of Dr. Susan Demers, Ms. Yvonne Ulmer, and Ms. Susan Reiter to provide training and recruitment opportunities for free legal services to poor residents in Pinellas County. The award will be presented on September 27. (2) The College also has been awarded the 2011 Exemplary Practice Award from the Association of Florida Colleges – Institutional Effectiveness Planning and

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Professional Development (IEPPD) Commission. Dr. Jesse Coraggio and his staff developed the award-winning presentation, "The Development of an Institutional Online General Assessment Model," which documents student learning. (3) Ms. Michelle Piccione, who oversees the College's Dollars for Scholars Thrift Store, was awarded the 2011 LeRoy Collins Distinguished Alumni Award for Hometown Hero. The award will be presented on Oct. 27.

Dr. Law encouraged trustees to attend the Oct. 25 All College Day at the Clearwater Campus. As mentioned previously, Rigoberto Rincones-Gomez will be presenting, as well as Arlene Arnsparger with Community College Survey of Student Engagement (CCSSE), with whom the college is working regarding our student intake process.

Dr. Law again referenced the Student Life Plan project designed to provide early intervention for at-risk students through out-of-class support and online intervention and by limiting the number of courses students can take based on their academic history. Once committee members have been appointed, time and effort will be dedicated to determine how best to implement the early-warning system and Student Life Plan. Dr. Law indicated he would bring a recommendation to the Board at the May 2012 meeting as to the feasibility of moving forward.

Dr. Law discussed priorities for the upcoming legislative session. He stated that while we have highlighted the value of state colleges offering baccalaureate programs and the effectiveness of local board approval, only 10 percent of SPC's courses are for baccalaureate degrees. The focus should be on the College's core mission, which is helping students stay in class and be successful. Mr. Burke inquired as to whether the trustees will make a trip to Tallahassee during the legislative committee sessions and indicated it might be more effective than during the legislative session. Dr. Law indicated he would work on this and come back to the Board with a possible date, probably during the fall.

Mr. Burke noted that it appears the House of Representatives, perhaps on the strength of Rep. Bill Proctor, is taking more of an interest in governance issues than the Senate and asked if the College should look to the Senate for more assistance. Dr. Law replied that it would be advantageous to do so, but the timing must be right. Currently, the Senate is focused on resolving other issues and the College would be better served to wait until the Senate can focus on governance issues. Dr. Law stated that the College is on record as supporting the State Board of Education as the authority for approving baccalaureate programs.

Dr. Law informed the Board that he will be sending a letter to Mayor Bill Foster regarding taking the next step for procurement of real estate on which we could construct our new Midtown Center. He noted Ms. Reiter has done a great job setting up community meetings. Ms. Reiter added that on September 27 the board of the Johnnie Ruth Clarke Center will meet and is ready to send a letter of support for this initiative on September 28. A planning meeting with stakeholders is scheduled for September 22 and Ms. Reiter is coordinating with the Collaborative Labs for a date to host the stakeholders for a session. Mr. Johnston inquired regarding financing and the need to move ahead quickly. Dr. Law reported he is researching alternative sources for funding and will bring a report back to the Board.

Mr. Burke inquired as to the status of a joint meeting of the USF St. Petersburg and St. Petersburg College trustees. Dr. Law replied that his office is in close communication

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with USF-SP and waiting on confirmation of a date and invitation list. Dr. Law will notify the Board as soon as the date is set.

Dr. Law informed the Board that a provost search has been initiated for the Downtown Center. Ms. Yvonne Ulmer, who currently serves as Executive Officer of the Center, will retire in December.

Dr. Law reported he was informed that Monday, September 19, was the 84th birthday of St. Petersburg College and was pleased to announce this milestone.

11-196. Under Item IX, Future Agenda Items, Dr. Law requested that the regular Agenda of the December Board Meeting be suspended in order to hold a strategic planning workshop. More details will follow.

11-197. Under Item X, Next Meeting Date and Site, Chairman Brett reconfirmed the next meeting date as Monday, Oct. 17, 2011.

11-198. Having no further business to come before the Board, Chairman Brett adjourned the meeting at 10:55 a.m.

William D. Law, Jr.

Secretary, Board of Trustees
St. Petersburg College
FLORIDA

Terrence E. Brett

Chairman, Board of Trustees
St. Petersburg College
FLORIDA

Attachments
(Board Memos and Supplemental Materials)

Board of Trustees Meeting
September 20, 2011

V-C Brock

iCORPS

Inner City Operation to Recruit for
Public Safety



V-C Ulmer

ST. PETERSBURG COLLEGE
DOWNTOWN
LEARNING SUPPORT
COMMONS - TUTORING

Why should *you* go
to tutoring?

V-D Fratus



Faculty Governance Organization

- October 7th Collaborative Event
- Student Life Plan
- Faculty/Administration Relationship



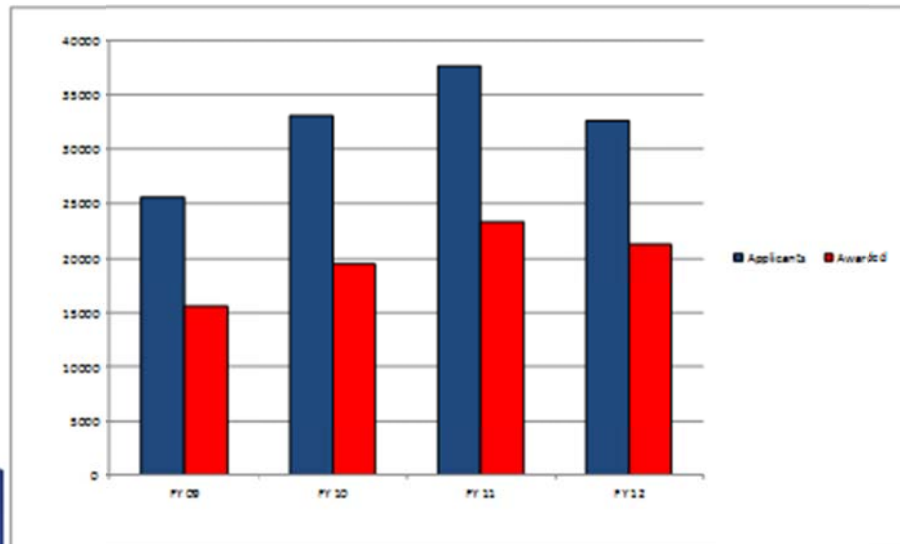
VII-A Bennett

FY 2009 Cohort Default Rate

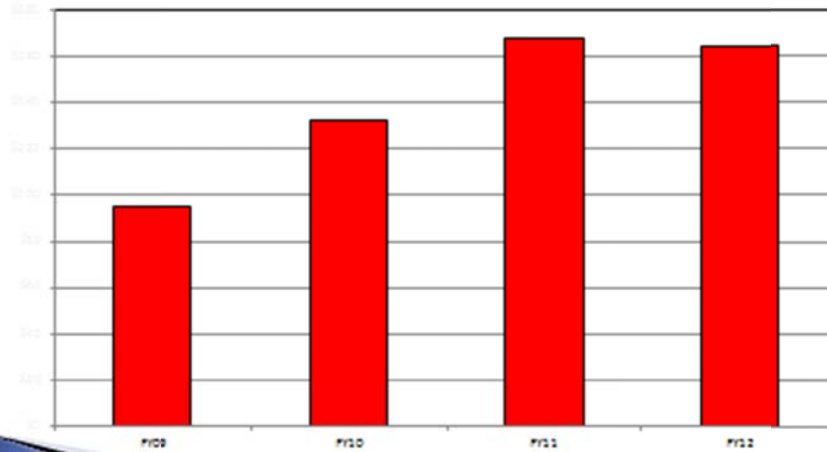
Michael J. Bennett
Associate Vice-President
Financial Assistance Services

Financial Aid Applicants/Awarded

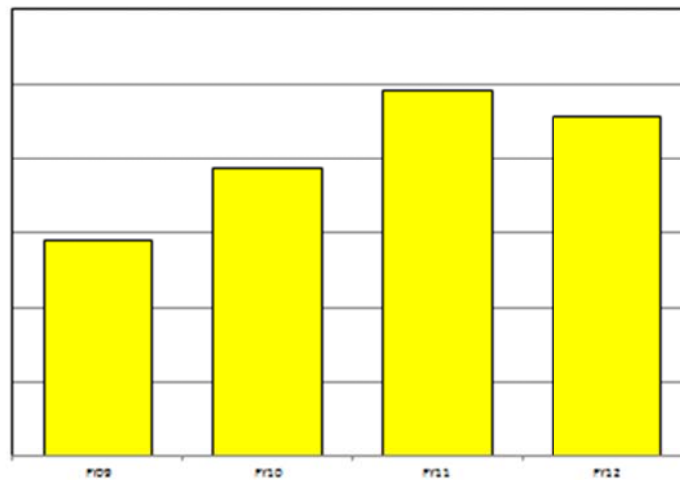
Historical Perspective – 32,634 Applicants, 21,255 Awarded



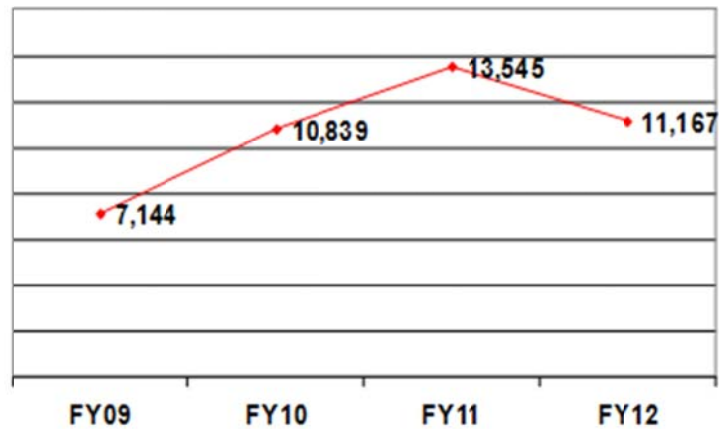
Financial Aid Awarded – 164.5 million!



Total Stafford Loans – 91.4 million!



Stafford Loan Borrowers



Definition - FY 2009 Cohort Default Rate

- ▶ Entered Stafford loan repayment between 10/1/08 and 9/30/09 (FY 2009)
- ▶ Defaulted from 10/1/08 to 9/30/10.
- ▶ **SPC FY2009 Cohort Default Rate – 12.5%**

Cohort Default Rates

- ▶ National FY 2009 rate climbed from 7% to **8.8%**
 - 3.6 million went into repayment, 320,000 defaulted.
 - SPC went from 10.7% to 12.5%**
 - 3,025 went into repayment, 380 defaulted.
 - Community colleges – **10.9%**, Florida – **10.5%**
- ▶ **Economic outlook has continued to dim for college graduates.**
 - A strong correlation between student-loan default rates and unemployment rates, as well as credit-delinquency rates.
 - Unemployment is 12% in Pinellas County
- ▶ Increase in lower income students enrolling

FY 2009 Cohort Default Rates – Highest

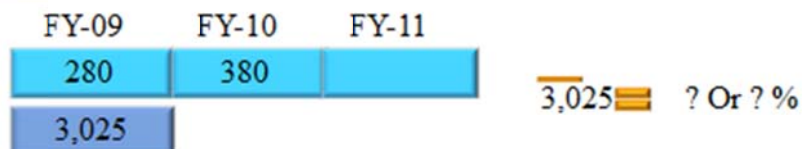
❑ Tallahassee Community College	18.5%
❑ State College of Florida, Manatee-Sarasota	16.8%
❑ Florida Keys Community College	15.7%
❑ Indian River State College	14.8%
❑ St. Johns River State College	13.7%

FY 2009 Cohort Default Rates - Others

□ Brevard Community College	12.6%
□ Valencia Community College	11.8%
□ Miami-Dade	11.6%
□ Hillsboro Community College	11.0%
□ Broward Community College	9.0%
□ University of Florida	1.9%
□ Florida State	3.4%
□ University of South Florida	6.3%

SPC -2-Year versus 3-Year 12.5%

■ The **Numerator** is the number of borrowers from the denominator who default within a cohort period
 ■ The **Denominator** is the number of borrowers who enter repayment within a cohort period

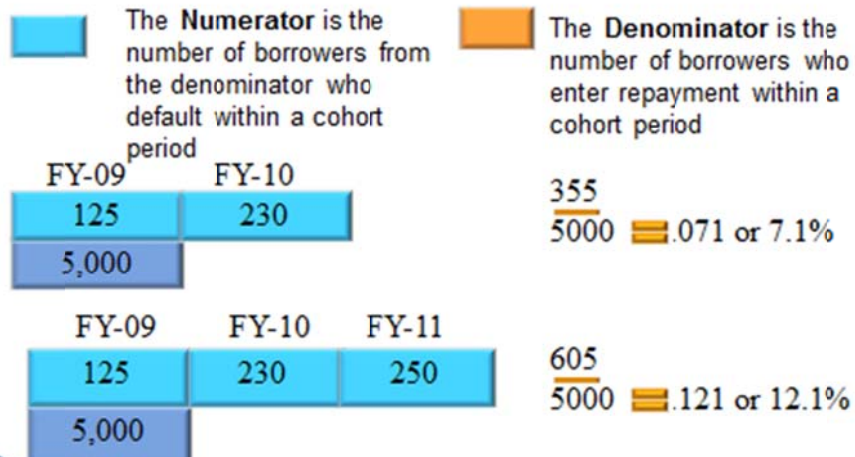


Student Life Project – Financial Wellness Coming Soon!

- ▶ **Contacting Students who Withdraw**
- ▶ **Personal Counseling Services** (During and 3 years after SPC).
 - trained education debt counselors and borrower advocates, who can discuss with students loan amounts and offer students advice on forbearance and default
- ▶ **Financial Literacy** – 10 lessons – classroom and webinar
- ▶ **Print Materials, Posters, E-mails**
- ▶ **Messaging, Alerts and other Social Media**
- ▶ **On-Line Personalized Student Dashboard** where all the above issues will be managed

23

2-Year versus 3-Year CDR



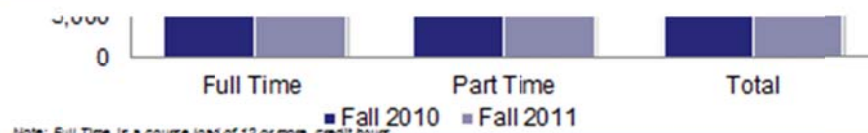
VII-A.1a



“Who’s Here at SPC”

Opening Day Headcount Enrollment for Credit Students Fall 2011

September 2011



Note: Full Time is a course load of 12 or more credit hours.

September 20, 2011

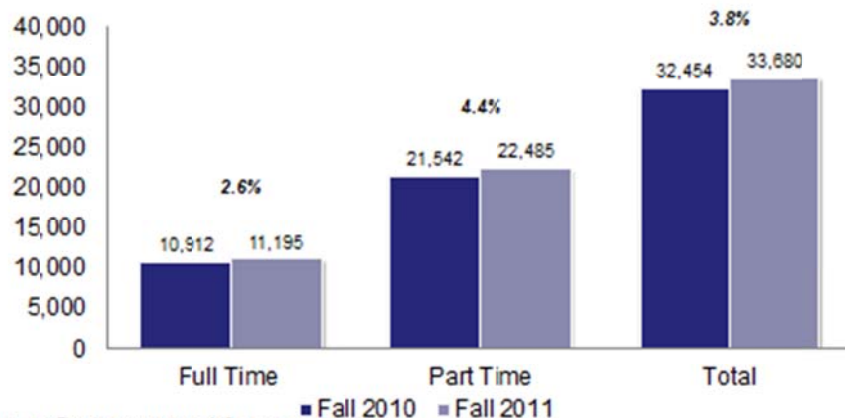
SPC Board of Trustees Meeting

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Enrollment Status

St. Petersburg College



Note: Full Time is a course load of 12 or more credit hours.

September 20, 2011

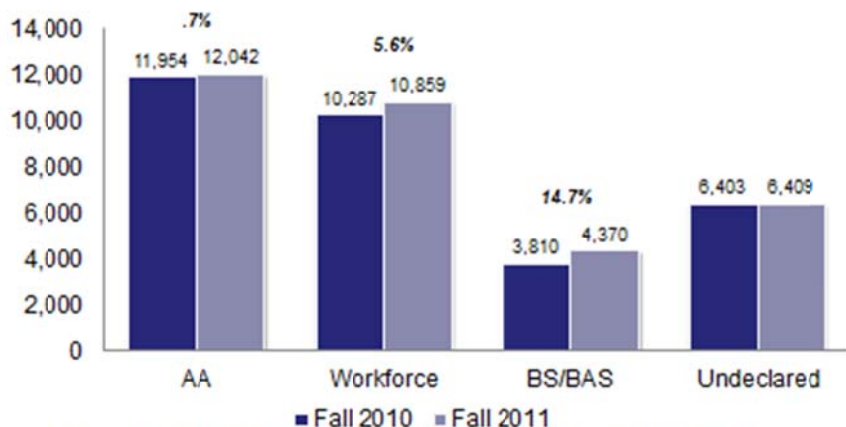
SPC Board of Trustees Meeting

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Degree Objective

St. Petersburg College



Note: Workforce includes AS, AAS, ATD, and certificates. Undeclared includes non-degree seeking students.

September 20, 2011

SPC Board of Trustees Meeting

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Upper Division Headcount

St. Petersburg College

Department/College	Fall 2010	Fall 2011	% Change
Natural Science Department	130	211	62.3%
School of Policy and Legal Studies	189	272	43.9%
College of Nursing	630	769	22.1%
College of Health Sciences	577	698	21.0%
College of Business	1,012	1,168	15.4%
College of Public Safety Administration	273	304	11.4%
School of Veterinary Technology	130	138	6.2%
College of Computer and Information Technology	329	332	.9%
College of Education	903	773	-14.4%
Other	8	5	-37.5%
Total	4,181	4,870	11.7%

September 20, 2011

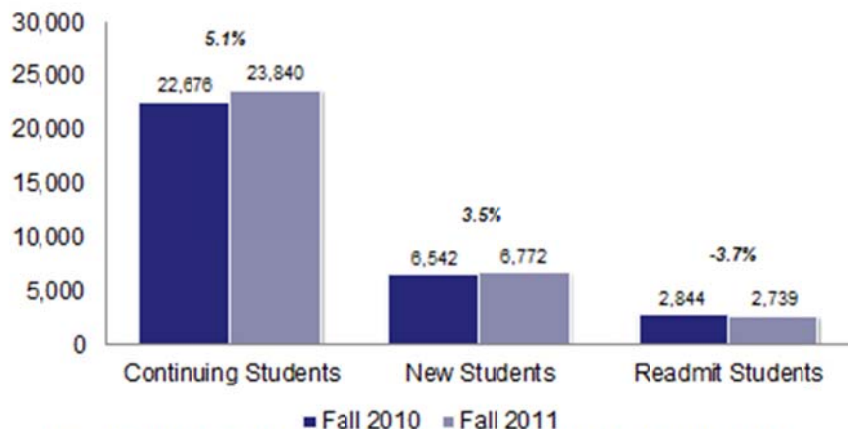
SPC Board of Trustees Meeting

Source: PeopleSoft Student Database, extract on 8/10/11. Note: Includes upper division students enrolled in BS, BAS, and pre-enrollment programs, as well as baccalaureate related certificate programs.



Enrollment Type

St. Petersburg College



Note: Continuing students have been enrolled at least once in the previous year, while readmit students have not.

September 20, 2011

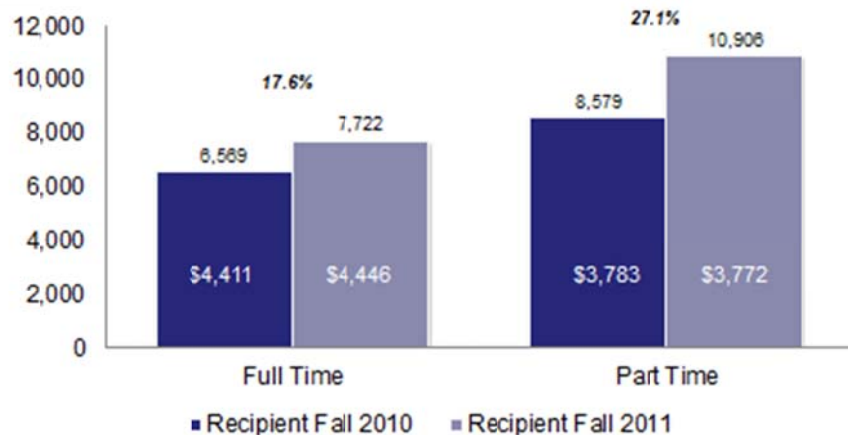
SPC Board of Trustees Meeting

Source: PeopleSoft Student Data System. Data Extracted 8/8/2011



Financial Aid Recipients & Average Award

St. Petersburg College



September 20, 2011

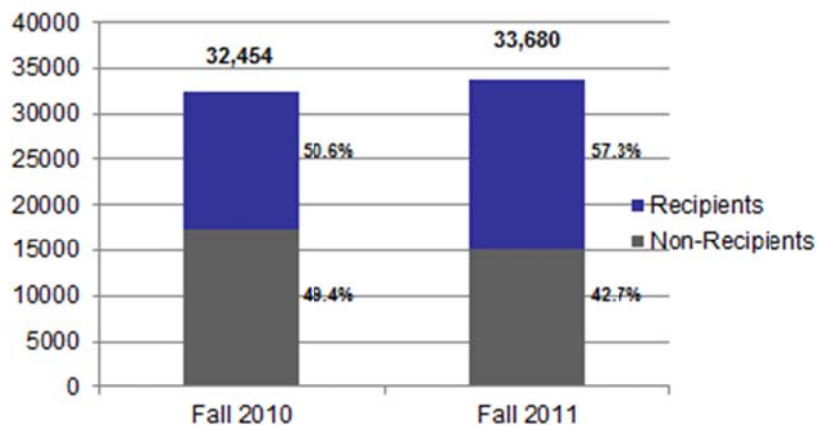
SPC Board of Trustees Meeting

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Financial Aid: Recipients vs. Non-Recipients

St. Petersburg College



September 20, 2011

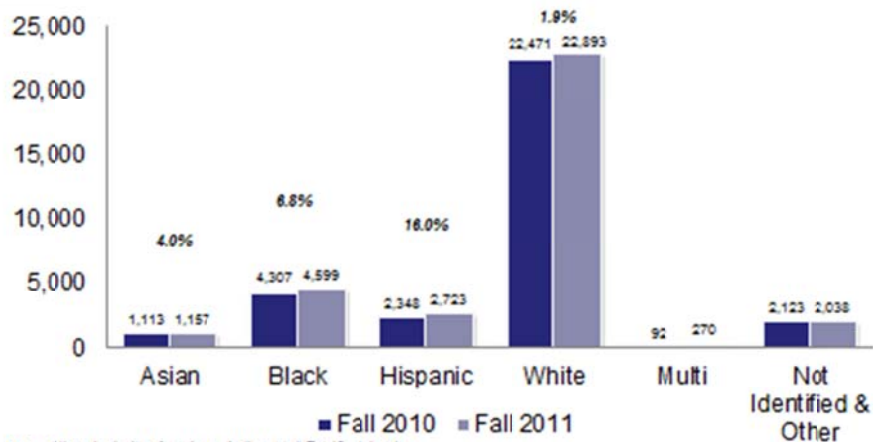
SPC Board of Trustees Meeting

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Student Race/Ethnicity

St. Petersburg College



Note: Other includes American Indian and Pacific Islander.

September 20, 2011

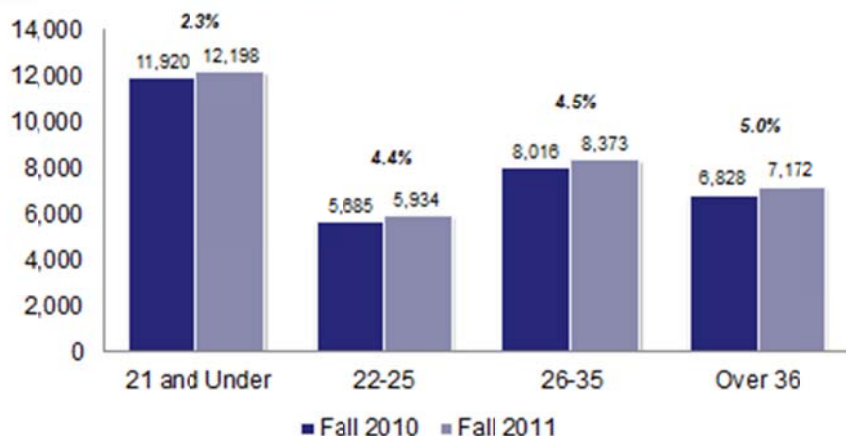
SPC Board of Trustees Meeting

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Student Age

St. Petersburg College



September 20, 2011

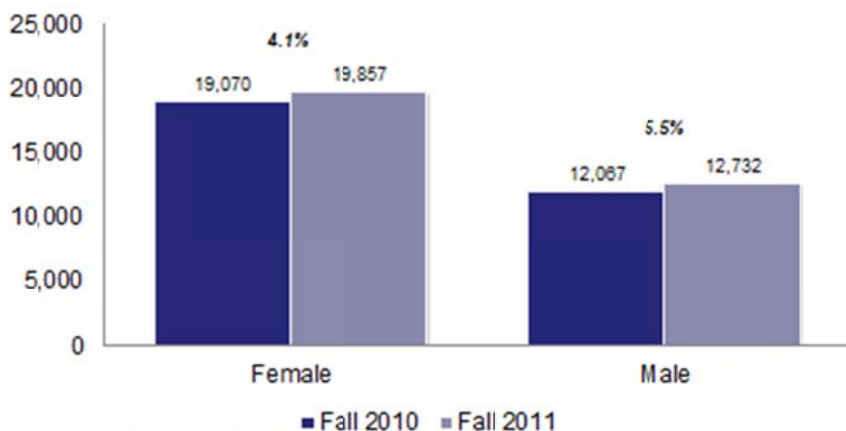
SPC Board of Trustees Meeting

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Student Gender

St. Petersburg College



Note: Non-disclosed gender not reported

September 20, 2011

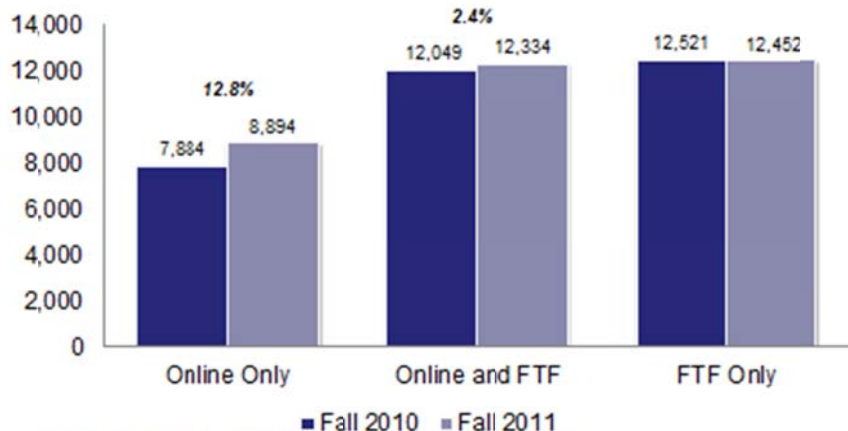
SPC Board of Trustees Meeting

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Course Instructional Method

St. Petersburg College



Note: Face-to-Face (FTF) instructional delivery is conducted within a lab or classroom

September 20, 2011

SPC Board of Trustees Meeting

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Top Ten Courses

St. Petersburg College

COURSE & RANK	Students Enrolled	2011 SSH	2010 SSH	Change	% Change	Fall 2010 Rank
1. ENC1101 (Composition I)	4,567	13,701	13,128	573	4.4%	1
2. MAT1033 (Intermediate Algebra)	3,432	10,296	10,692	-396	-3.7%	2
3. PHI1600 (Applied Ethics)	3,184	9,552	9,507	45	0.5%	3
4. MAT0024 (Elementary Algebra)	2,292	9,168	10,056	-888	-8.8%	6
5. POS2041 (American Government)	2,766	8,298	7,749	549	7.1%	5
6. SPC1017 (Speech)	2,379	7,137	6,672	465	7.0%	9
7. MAT0012 (Pre-Algebra)	2,368	7,104	7,299	-195	-2.7%	7
8. MAC1105 (College Algebra)	2,265	6,795	5,982	813	13.6%	11
9. PSY1012 (Psychology)	2,214	6,642	6,960	-318	-4.6%	8
10. ENC1102 (Composition II)	2,094	6,282	6,336	-54	-0.9%	10
Total		84,975				28.5% of Total SSH

Note: SSH is Student Semester Hours.

September 20, 2011

Source: PeopleSoft Student Data System. Data Extracted 8/24/2011



Summary

St. Petersburg College

General 'noteworthy' observations include year-over-year non-proportional increases in:

- 14.7% increase in BS/BAS students and 5.6% increase in Workforce (lower division) students
- 5.1% increase Continuing students
- 16% increase in Hispanic students
- 6.8% increase in African American students
- Continued growth in students over the age of 25
- 12.8% increase in online only course delivery
- Tremendous growth in # of Financial Aid recipients

VII-A.1b



"Who's Here at SPC" First Time in College

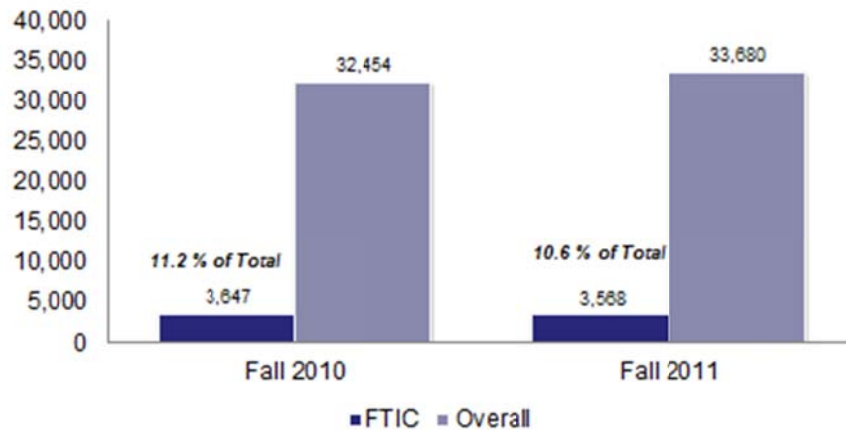
*Opening Day Headcount Enrollment
for Credit Students
Fall 2011*

September 2011



First Time in College

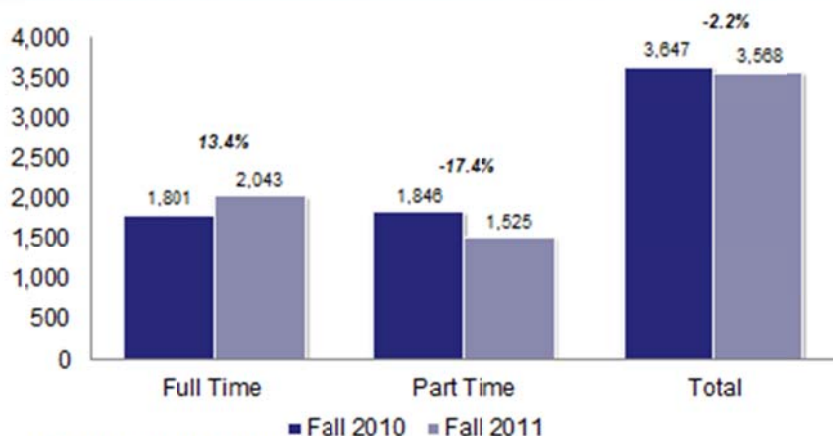
St. Petersburg College





FTIC Enrollment Status

St. Petersburg College



Note: Full Time is a course load of 12 or more credit hours.

September 20, 2011

SPC Board of Trustees Meeting

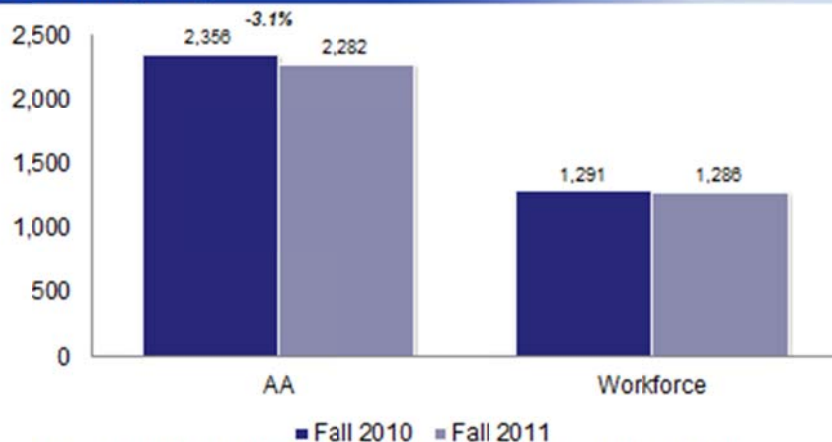
3

Source: PeopleSoft Student Data System. Data Extracted 8/31/2011



FTIC Degree Objective

St. Petersburg College



Note: Workforce includes AS, AAS, ATD, and certificates. Undeclared includes non-degree seeking students.

September 20, 2011

SPC Board of Trustees Meeting

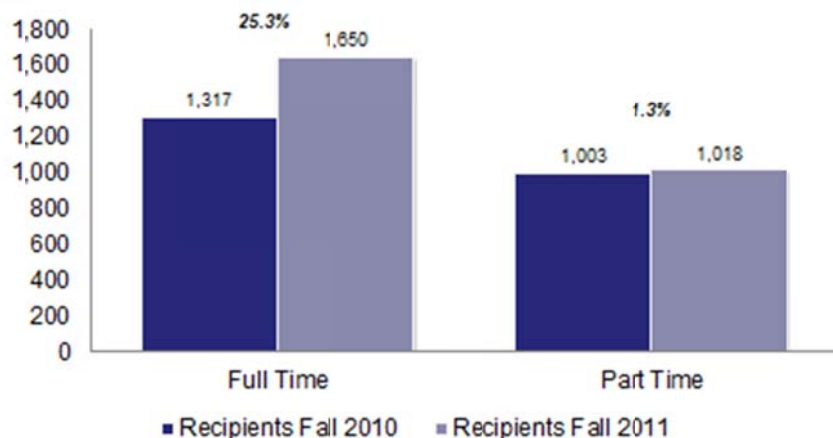
4

Source: PeopleSoft Student Data System. Data Extracted 8/31/2011



FTIC Financial Aid Recipients

St. Petersburg College



September 20, 2011

SPC Board of Trustees Meeting

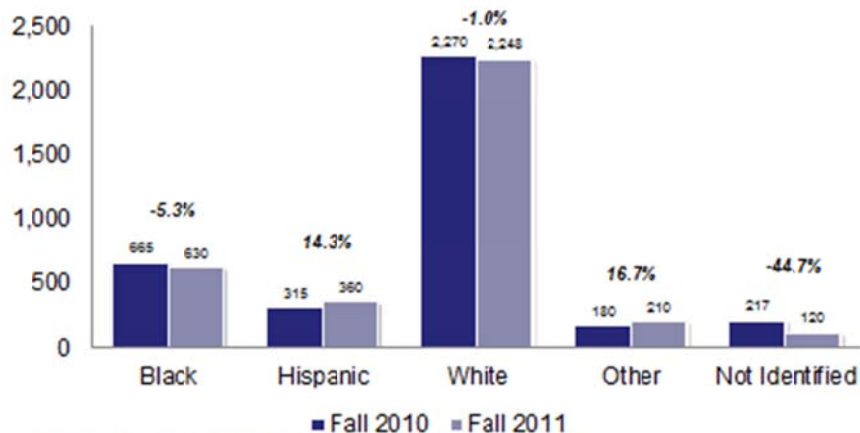
5

Source: PeopleSoft Student Data System. Data Extracted 8/31/2011



FTIC Race/Ethnicity

St. Petersburg College



Note: Other includes American Indian, Asian, Pacific Islander, and multiple selections.

September 20, 2011

SPC Board of Trustees Meeting

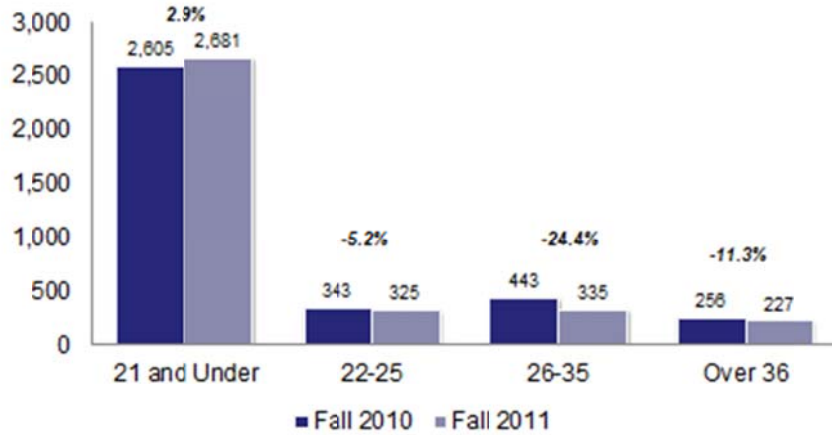
6

Source: PeopleSoft Student Data System. Data Extracted 8/31/2011



FTIC Age

St. Petersburg College



September 20, 2011

SPC Board of Trustees Meeting

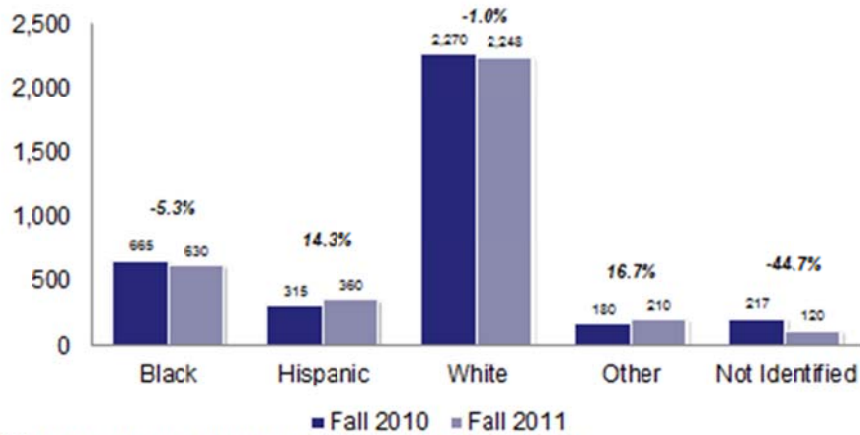
7

Source: PeopleSoft Student Data System. Data Extracted 8/31/2011



FTIC Race/Ethnicity

St. Petersburg College



Note: Other includes American Indian, Asian, Pacific Islander, and multiple selections.

September 20, 2011

SPC Board of Trustees Meeting

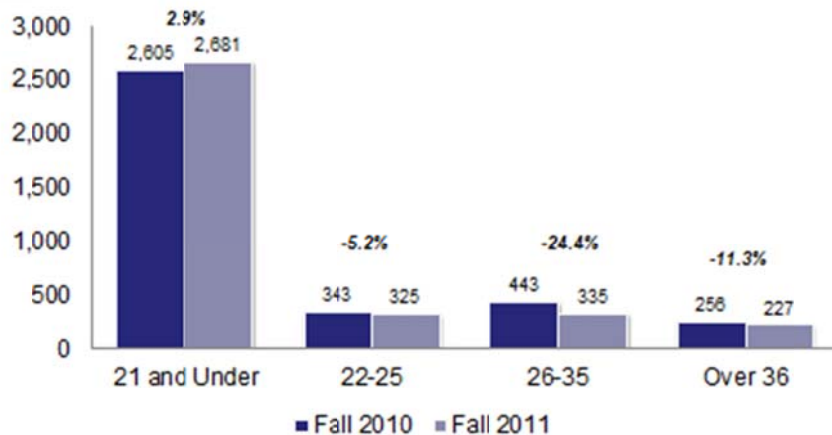
6

Source: PeopleSoft Student Data System. Data Extracted 8/31/2011



FTIC Age

St. Petersburg College



September 20, 2011

SPC Board of Trustees Meeting

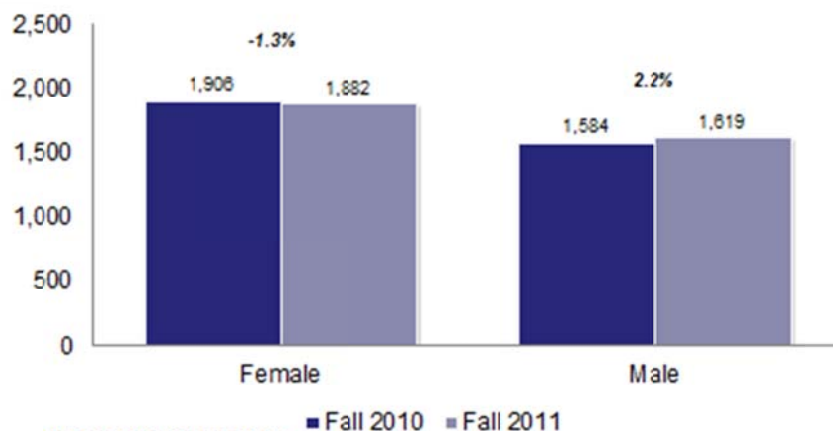
7

Source: PeopleSoft Student Data System. Data Extracted 8/31/2011



FTIC Gender

St. Petersburg College



Note: Non-disclosed gender not reported.

September 20, 2011

SPC Board of Trustees Meeting

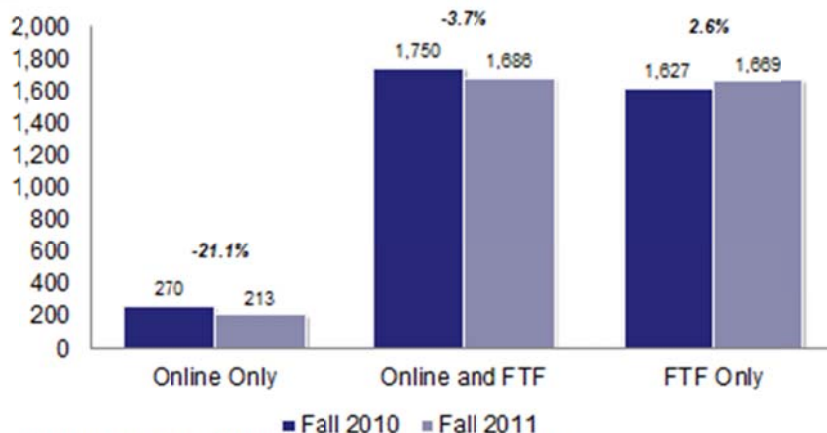
8

Source: PeopleSoft Student Data System. Data Extracted 8/31/2011



FTIC Course Instructional Method

St. Petersburg College



Note: Face-to-Face (FTF) instructional delivery is conducted within a lab or classroom

September 20, 2011

SPC Board of Trustees Meeting

9

Source: PeopleSoft Student Data System. Data Extracted 8/31/2011



Summary

St. Petersburg College

General 'noteworthy' FTIC observations include year-over-year non-proportional increases in:

- Full-time students
- Students awarded financial aid
- Hispanic students

And non-proportional decreases in:

- Students over the age of 21
- Students taking 'only' online courses and students taking a mixture of course delivery methods
- African American students

September 20, 2011

SPC Board of Trustees Meeting

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VII-A.1c



Fall 2010 FTIC Cohort Tracking

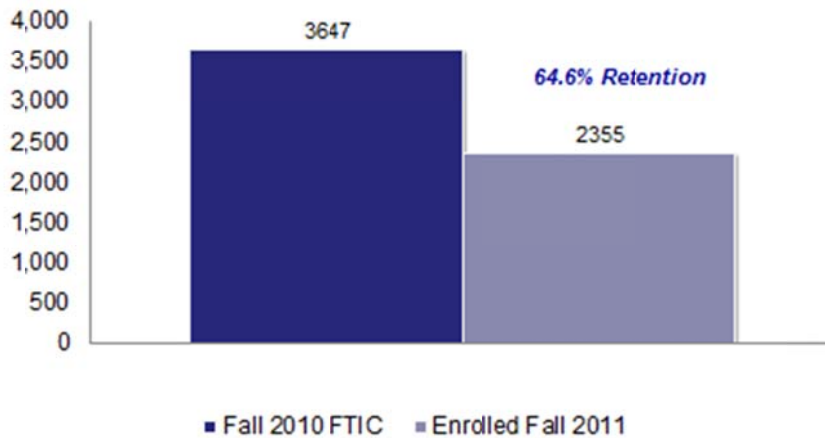
*Retention Analysis from Fall 2010 to
Fall 2011*

September 2011



Fall 2010 FTIC to Fall 2011 Overall Retention

St. Petersburg College





Fall 2010 FTIC Cohort

St. Petersburg College

Current Status	# of Students	%
Enrolled Fall 2011	2,343	64.2%
Not Enrolled Fall 2011	1,272	34.9%
Dropped Out	0	0
Graduated and Enrolled Fall 2011	12	.3%
Graduated and Not Enrolled Fall 2011	20	.6%
Total	3,647	100%

September 20, 2011

SPC Board of Trustees Meeting

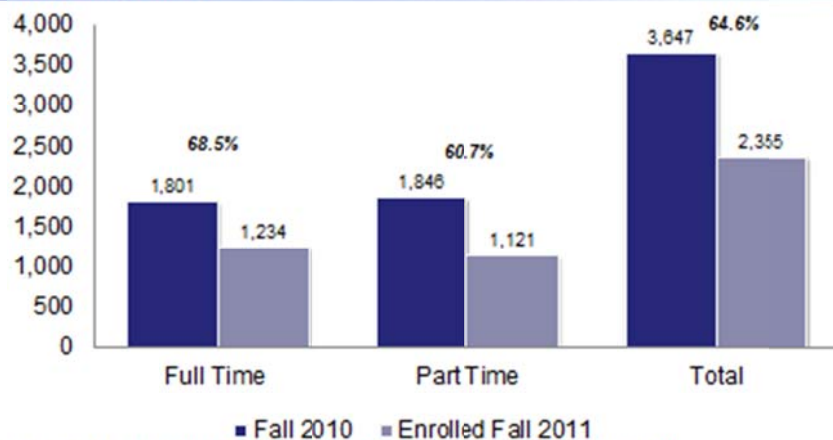
3

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Fall 2010 FTIC to Fall 2011 Enrollment Status

St. Petersburg College



Note: Full Time is a course load of 12 or more credit hours and represents Fall 2010 course load only.

September 20, 2011

SPC Board of Trustees Meeting

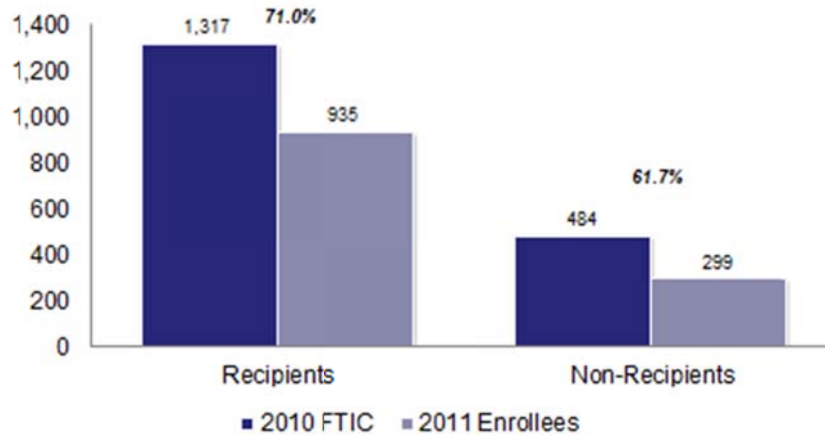
4

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Fall 2010 FTIC to Fall 2011 Full-Time Financial Aid Recipients vs. Non-Recipients

St. Petersburg College



September 20, 2011

SPC Board of Trustees Meeting

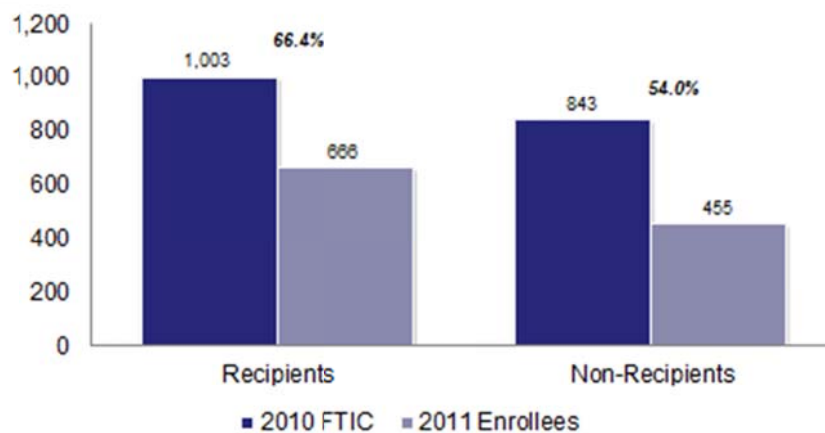
6

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Fall 2010 FTIC to Fall 2011 Part-Time Financial Aid Recipients vs. Non-Recipients

St. Petersburg College



September 20, 2011

SPC Board of Trustees Meeting

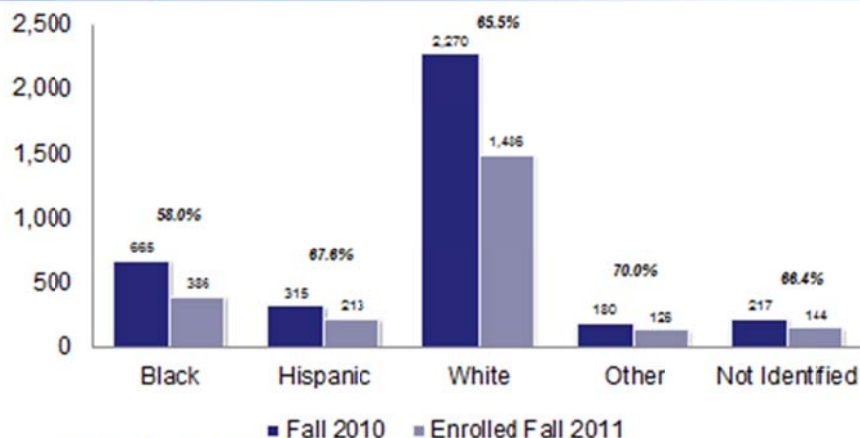
7

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Fall 2010 FTIC to Fall 2011 Race/Ethnicity

St. Petersburg College



Note: Other includes American Indian, Asian, Pacific Islander, and multiple selections.

September 20, 2011

SPC Board of Trustees Meeting

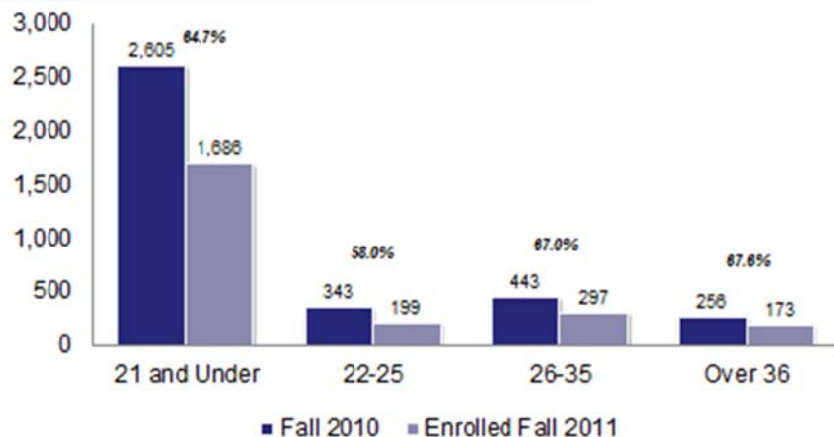
8

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Fall 2010 FTIC to Fall 2011 by Age

St. Petersburg College



September 20, 2011

SPC Board of Trustees Meeting

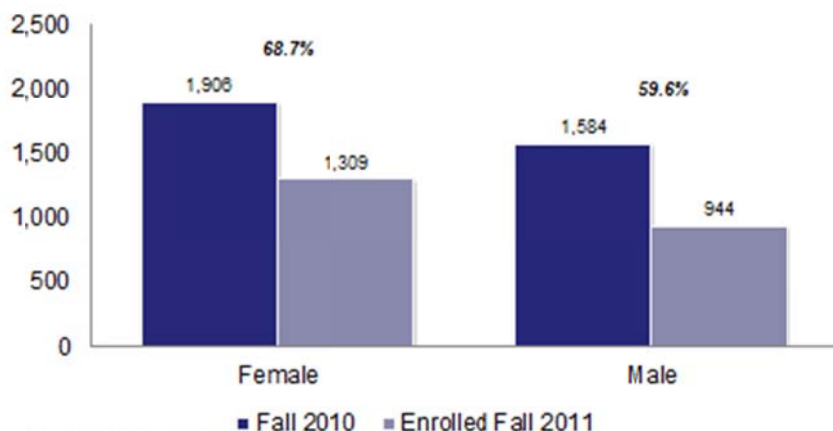
9

Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Fall 2010 FTIC to Fall 2011 by Gender

St. Petersburg College



Note: Non-disclosed gender not reported

September 20, 2011

SPC Board of Trustees Meeting

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Source: PeopleSoft Student Data System. Data Extracted 8/23/2011



Fall 2010 FTIC Retention by College Prep Required

St. Petersburg College

# of College Prep Courses Required	# of Students (Fall 2010 FTIC)	# of Students Enrolled Fall 2011	Retention Rate
0*	1,220	858	70.3%
1-2	1,251	783	62.6%
3-4	848	515	60.7%
5-6	328	199	60.7%
Total	3,647	2,355	64.6%

*Includes students who placed into college level courses with CPT, SAT, ACT, and AP credit. Also includes recent high school graduates who participated in Dual Enrollment, Early Admissions, and Early College.

September 20, 2011

SPC Board of Trustees Meeting

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Fall 2010 FTIC Credits Completed After One Year

St. Petersburg College

Credits Completed	# of Students	% of Total	# of Students Enrolled Fall 2011	Retention Rate
0	458	12.6%	67	14.6%
1-15	1471	40.3%	787	53.4%
16-30	1494	41.0%	1,296	86.6%
31-45	224	6.1%	205	91.5%
Total	3,647	100%	2,355	64.6%



Fall 2010 FTIC Retention by Number of Withdrawn Courses

St. Petersburg College

# of Courses with a W or WF grade	# of Students	# of Students Enrolled Fall 2011	Retention Rate
0	1,830	1,401	76.6%
1-2	1,199	723	60.3%
3-4	463	178	38.4%
5-6	126	48	38.1%
>6	29	5	17.2%
Total	3,647	2,355	64.6%



Summary

St. Petersburg College


General 'noteworthy' observations:

- Higher retention rate with Full-Time students
- Higher retention rate with College-Ready students as defined by non college preparation required
- Lower retention rate overall with Male students
- Higher retention rate with AA students vs. Workforce students

September 20, 2011

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Florida Division of Emergency Management – Disaster Response Interpreter Training

Confirmation is sought for a grant proposal that was submitted, subject to Board of Trustees' approval, to the State of Florida Division of Emergency Management by St. Petersburg College's Center for Public Safety Innovation to conduct Disaster Response Interpreter (DRI) training throughout the State of Florida. Permission is also sought to enter into any necessary agreement(s) and to accept funding, if awarded.

St. Petersburg College's Center for Public Safety Innovation will coordinate and deliver the first phase of DRI training which will be the Community Emergency Response Team (CERT) training developed by the Department of Homeland Security, the Federal Emergency Management Agency, and the National CERT Program. The training will be delivered exclusively to certified American Sign Language interpreters four times in a one-year period at multiple locations in the state of Florida as determined by the Florida Division of Emergency Management.

The training duration is one and one half days or no more than 12 hours. CERT training must be co-facilitated by an experienced, certified CERT instructor who is a sign language interpreter or is Deaf or Hard of Hearing and has significant ties to the State of Florida Deaf and Hard of Hearing Community.

The period of performance will commence approximately October 1, 2011, and end approximately September 30, 2012. The anticipated revenue to the College will be a total of \$70,000. See attached Information Summary for additional information.

Suzanne L. Gardner, Acting General Counsel; James C. Brock, Campus Executive Officer; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.


Attachment

el0906112

September 20, 2011

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: National Science Foundation – Scholarships in Science, Technology, Engineering, and Mathematics Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the National Science Foundation to receive funding whereby the College will continue its successful Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM) Program for students obtaining AA and AS degrees in STEM fields. The Program will, for the first time, be expanded to include scholars enrolled in new STEM Bachelor's degree programs now offered through SPC. Given the outcomes of SPC's first S-STEM Program, rapidly increasing student interest (particularly among students enrolled in SPC's B.S. in Biology program), and documented college-wide support of S-STEM students, SPC is confident that the proposed new S-STEM Program will be another highly successful program that achieves all of its goals, objectives, and performance standards. **Permission is also sought to accept funding for this proposal and enter into any agreements as necessary, if awarded.**

Further, SPC believes that the existing S-STEM Program has developed an excellent infrastructure that will effectively position the new S-STEM Program for success. Like the current S-STEM Program, the new S-STEM Program will target scholarship awards directly to a diverse group of low-income, academically talented students so that they may complete their A.S., A.A. degrees, and/or transfer to B.S. and B.A. degree programs with majors in biological sciences, physical sciences, mathematical sciences, computer/information sciences, geosciences, engineering, and the associated technology areas at SPC or other institutions of higher education during the funding period.

The projected enrollments of the new S-STEM Program are 90 scholarships for students pursuing Associate degrees and 20 scholarships for students pursuing Bachelor degrees for a total of 110 scholarships. The period of performance will commence approximately January 1, 2012, and end approximately December 31, 2016.


Suzanne L. Gardner, Acting General Counsel; Stan Vittetoe, Provost, Clearwater Campus; and William Hemme, Interim Department Chair, Mathematics, St. Petersburg/Gibbs Campus, recommend approval.

Attachment
e10906113

September 20, 2011

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: U.S. Department of Homeland Security, Transportation Security Administration, Federal Air Marshal Training

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Homeland Security (DHS) - Transportation Security Administration, by St. Petersburg College's Southeastern Public Safety Institute In-Service Department, to coordinate training for the Federal Air Marshals in partnership with the U.S. Air Marshal's Office. Permission is also sought to enter into any necessary agreement(s) and to accept funding, if awarded.

SPC's Southeastern Public Safety Institute In-Service Department will provide subject matter expertise, instructor oversight and coordination, scheduling and student registration services to facilitate multiple firearms and defense tactics training for Federal Air Marshal Service personnel at the Allstate Center for a period of one year, with an option to renew year-to-year for an additional four years. Funding currently available covers Year One (Base Period) only.

Year One pricing shall be in effect for a one-year base period. There are four additional one-year options (August 2, 2012, through August 1, 2016) at the discretion of DHS which are subject to a rate review based on economic conditions. For contractual purposes, the base year rate is reflected in the option years, although it is subject to change. Actual pricing for the option years will be based on negotiations between the DHS Contracting Office and SPC prior to exercise of the given option year.

The current period of performance will commence approximately August 2, 2011, and end August 1, 2012. Anticipated revenue to the College will be a total of \$11,120 for Year One. **Should the DHS wish to continue the Agreement for one or more of the four options after Year One, approval is also sought to enter into Agreements as necessary and deemed appropriate.** See attached Information Summary for additional information.


Suzanne L. Gardner, Acting General Counsel; James C. Brock, Campus Executive Officer; and Terry Byrd, Director of SEPSI In-Service, recommend approval.

Attachment

el0906113

September 20, 2011

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: U.S. Department of Education—Student Support Services Program

Confirmation/approval is sought with respect to the following grant/restricted fund contract item which was previously approved, but has been amended, modified, extended and/or needs additional clarification.

- Agreement initially approved January 19, 2010, with **the U.S. Department of Education (DOE), Office of Postsecondary Education, for the continuation of the Student Support Services (SSS) Program on the St. Petersburg/Gibbs and Clearwater campuses by providing funding to SPC in the amount of \$290,516 for the first year of a five-year project period beginning September 1, 2010, and ending August 31, 2015.** The funding allows the College's SSS Program to support low-income, first-generation, and/or disabled students who are academically at-risk. Following a comprehensive assessment of the individual student needs, the SSS Program will provide remedial services, *Student Success Plans*, *College Student Inventory (CSI)*, tutoring, mentoring, academic progress monitoring academic advising, career advisement, financial aid/scholarship assistance, four-year college/university tours, transfer workshops/seminars, and cultural activities.


This item is to update the Board on changes to the project period and funding level as outlined in the Grant Award Notification document recently received by the DOE. Specifically, the project period is now September 1, 2011, through August 31, 2016, and the first-year funding is in the amount of \$281,510. All other terms and conditions will remain as previously approved/advised.

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

September 20, 2011

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Advertising for Miscellaneous Construction Manager at Risk Services, Collegewide

At its June 21, 2011 meeting, as part of the Fiscal Year 2011-2012 Capital Outlay Budget Board Memo (Agenda Item VII-E.9), the Board of Trustees authorized the College to advertise for, and to recommend, firms to the Board, ranked in preference, for projects following the selection process as provided for in Florida Statute 287.055, under the Consultants' Competitive Negotiations Act.

The college has a need to select multiple contractors (up to five) to provide miscellaneous Construction Manager at Risk services, Collegewide. The types of projects that will be performed under these contracts will include general renovation, remodeling, construction, demolition and maintenance projects including, but not limited to, the following: Site work (i.e. irrigation systems and landscaping), utility system improvements; HVAC renovations and replacement, chilled and hot water systems; voice, video and data networking; electrical systems improvements; building and site security systems; roof replacement; parking lots and improvements; Safety-to-Life upgrades (fire, health, sanitation); ADA upgrades; renovations, relocations and set-ups of relocatables and classrooms; miscellaneous remodeling/renovations to buildings, Collegewide; and other miscellaneous projects as may be deemed necessary.

The individual projects shall range in size up to \$1,000,000 and the contract durations will be three years with the ability to renew for up to an additional three years based upon acceptable performance. Once the selection process has been completed through the Consultants' Competitive Negotiations Act, we will bring the final recommendations to the Board for final approval.

Authorization is sought to advertise for up to Five Miscellaneous Construction Managers at Risk Services, Collegewide and proceed through the selection process.

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

VII-E.1att

Construction Projects

<p style="text-align: center;">Type I <u>Large Construction Projects</u></p> <ul style="list-style-type: none"> - Choose contractors by Competitive Negotiations Act per Florida Statute 287.055 - Construction Manager at Risk and Design Build Services - Projects range up to \$35 Million - Examples: Veterinary Technical Center (VTC), Michael and Evelyn Birakis College of Education Building (Tarpon Springs Campus), Ethics and Social Science Building (Clearwater Campus) 	<p style="text-align: center;">Type II <u>Miscellaneous Construction Manager at Risk Services, Collegewide</u></p> <ul style="list-style-type: none"> - Choose 5 contractors by Competitive Negotiations Act per Florida Statute 287.055 - Projects range up to \$1 Million - Examples: Demolition of the original Veterinary Technical Center (Health Education Center), Clearwater Church Buildings (Clearwater Campus), Parking Lot Construction (EpiCenter, Health Education Center), site work (Collegewide), etc
<p style="text-align: center;">Type III <u>Small Projects and Subcontractors</u></p> <ul style="list-style-type: none"> - Pre-approved small contractors used on a rotating basis - Scopes range up to \$35,000 (Category 2) - Examples: plumbing, mechanical, drywall, concrete, masonry, demolition, etc. 	<p style="text-align: center;">Type IV <u>In House Construction</u></p> <ul style="list-style-type: none"> - Self perform and use miscellaneous small contractors on a rotating basis - 21 skilled trades workers on staff - Projects range up to \$300,000 - Examples: Registration/MAP Centers, Library Upgrades, Writing Studios

This department is self permitting as allowed by the Florida Building Code and can issue construction permits, perform plan reviews and building inspections for all of our construction projects as well as maintenance permits/inspections collegewide.

Type I - Large Construction Projects

Veterinary Technology Center





MICHAEL AND EVELYN BIRAKIS BUILDING



Ethics and Social Science Building



Facilities Planning and Institutional Services

2



Type II - Miscellaneous Construction Manager at Risk Services, Collegewide



Demo Vet Tech, HEC



Demo Annex I, EPI



Demo Church Buildings, CL

Type III - Small Projects and Subcontractors



Type IV - In House Construction

Registration Center, St. Petersburg / Gibbs



Library Learning Resource Commons, TS




Registration Center, CL

September 20, 2011

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Review of Construction Documents (Phase III) and Guaranteed Maximum Price (GMP), Project 151-G-11-15, Remodel 1st Floor Downtown Center, Phase I and Phase II

Biltmore Construction Company, as the Design/Build Contractor, in conjunction with Canerday, Belfsky & Arroyo, Architects and College staff, have completed the Construction Documents (Phase III) for Project #151-G-11-15, Remodel Space, 1st Floor Downtown Center, Phase I and Phase II. This design is based on the Design Criteria Package that was developed by College staff, users and consultants.

The **First Phase** of this project consists of remodeling a portion of space previously occupied by the Florida International Museum on the ground floor of the main Downtown Center building. This will provide a larger and enhanced student intake and support area to accommodate growth at the Downtown Center. This space will also include a larger admissions/registrar counter, a student self-serve and computer testing area and new office suite. The new office suite shall accommodate the Associate Provost, Academic and Financial Aid Advisors, Veterans Representative, Disabilities Resource Specialist, and student services support staff. As previously approved by the Board, construction is underway and is scheduled to be completed during the Spring session of 2012.

The **Second Phase** of this project includes remodeling of the existing Registration and Admissions area on the ground floor to create a new student lounge and study area and a “Who-is-Next” kiosk in the main lobby. This phase of construction will also provide a clear and visible path to the ground floor northwest staircase that had been hidden from access and view by the existing Registration and Admissions area. This larger area and staircase will assist in alleviating congestion in the main lobby.

The Final Guaranteed Maximum Price (GMP) for this project remains at \$911,899 or \$126.44 per square foot of building space with a Total Project Budget of \$1,308,385. The funding sources for this project are Public Education Outlay (PECO) funds. This GMP is subject to mandatory reviews for building codes, safety-to-life and the Americans with Disabilities Act (ADA), and further refinements through the value engineering process. The first phase of this project is scheduled to be substantially complete by January 13, 2012, and the second phase is scheduled to be substantially complete by April 30, 2012.

VII-E.2att




Agenda Item VII-E.2

**Review of Construction Documents (Phase III)
and Guaranteed Maximum Price (GMP),
Project 151-G-11-15, Remodel 1st Floor
Downtown Center, Phase I and Phase II**

September 20, 2011

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Board Acceptance of Project 1707-X-08-18, Veterinary Technology Building, Veterinary Technology Center

The project architect from Flad Architects and College staff have inspected the project and certify that as of July 29, 2011, this project was substantially complete in accordance with the contract documents, subject to the correction of final punch list items, including building code requirements.

Mills Gilbane, formerly known as W.G. Mills, Inc., as the Design Build Contractor, was responsible for providing the necessary labor and materials to construct the Veterinary Technology Building, Veterinary Technology Center.

This project consists of a 32,768 square foot one-story building at the new Veterinary Technology Special Purpose Center. The building includes the following spaces:

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

This project included site clearing, installation of underground utilities and connections for power, water, sewer and communications. Additionally, two new roadway entrances and parking (including spaces for future expansion) were provided.


The State Requirements for Educational Facilities 2008, amended in 2009, 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. Final payment will not be made until all requirements for final completion have been met.

September 20, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Board Acceptance of Project 186-C-11-4, Additional Classrooms/Offices, Seminole Campus

The project architect from ARC3 Architecture, Inc., and College staff have inspected the work on this project and certify as of August 18, 2011, this project was substantially complete in accordance with the contract documents, subject to the correction of final punch list items, including building code requirements.

This project consisted of the purchase and installation of the following modular units located between the University Partnership Building and the Chiller Plant Building at the Seminole Campus:

3	1,056 square-foot, 40-student station classrooms
1	1,056 square-foot, 30-Student classroom with storage
1	1,056 square-foot office suite for 6 faculty offices
1	360 square-foot restroom/custodial facility
1	1,200 square-foot walkway deck, stairs and ADA ramp, and extension of the associated electric, fire alarm, data, domestic and sanitary sewer required for the project.

The State Requirements for Educational Facilities, 2008, amended in 2009, 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. Final payment will not be made until all requirements for final completion have been met.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; Susan Reiter, Vice President, Facilities Planning & Institutional Services; John Kalaf, Vice President, A.D. Morgan Corporation; Steven Vinci, Principal, ARC3 Architecture; and Dr. James Olliver, Provost, Seminole Campus, recommend approval.

September 20, 2011

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Board Acceptance of Project 186-B-11-4, Science Lab Upgrades, UPC Building, Seminole Campus

The project architect from Fleischman Garcia Architects and College staff have inspected the project and certify as of August 11, 2011, this project was substantially complete in accordance with the contract documents, subject to the correction of final punch list items, including building code requirements.

This project consisted of science lab upgrades at the University Partnership Building rooms 307 and 309. This upgrade provided a more effective Biological Science lab, Anatomy and Physiology I and II labs, Field Biology of Florida with lab and Biology of Marine Life with lab. This project also provided for the addition of a Biology I lab, Biology II Organism and Ecology lab and an Oceanography lab (course could not be taught in the previous space). The renovation included casework with chemical-resistant counters, lab tables, teaching bunkers and demonstration tables with chemical-resistant tops and sinks. In addition, the project also included upgrades to the heating, ventilation and air conditioning system to provide 100% outside air (including separation from the air flow in the rest of the building to avoid migration of odors) and an emergency exhaust system.

The State Requirements for Educational Facilities, 2008, amended in 2009, 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. Final payment will not be made until all requirements for final completion have been met.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; Susan Reiter, Vice President, Facilities Planning & Institutional Services; John Kalaf, Vice President, A.D. Morgan Corporation; Jeff Pelszynski, Architect, Fleischman Garcia, Architects and Dr. James Olliver, Provost, Seminole Campus, recommend approval.

September 20, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Disposition of Surplus or Obsolete Property (Survey #538)

The items of tangible personal property that follow have been declared as surplus or obsolete and are of no further economical use to the College. Regarding the retirement of desktop computers, the College's Technology Oversight Group (TOG) recommends that any desktop computer comparable to or older than the Dell GX270 model be moved to surplus. Any laptop computer comparable to or older than the Dell D800 model, or any C series (or comparable), should be moved to surplus. These older computers do not efficiently support the Windows 2007 operating systems and application suites.

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

Tag Number	Description	Acquisition Date	Condition	Sum Amount
01172	Print Enlarger For Viewing	1/1/1987	obsolete	\$2,485.00
01713	Intensive Care Unit:Snyd	9/1/1987	poor	\$5,049.00
01790	5" Ekg Monitor W/Mult L	6/1/1979	obsolete	\$1,205.40
01791	EKG Machine: Burdick	6/1/1979	obsolete	\$1,375.00
01805	Scale Exam Table: Shore-L	7/1/1983	obsolete	\$1,205.40
02921	Stereo Recorder/Reproducer	8/1/1982	obsolete	\$1,237.00
03948	Library Shelving W/Access	1/1/1985	obsolete	\$1,244.03
03950	Library Shelving W/Access	1/1/1985	obsolete	\$1,244.03
03951	Library Shelving W/Access	1/1/1985	obsolete	\$1,244.03
03952	Library Shelving W/Access	1/1/1985	obsolete	\$1,244.03
04035	Library Shelving W/Access	1/1/1985	obsolete	\$1,244.03
07238	Desk W/Return & O.H. Sto	6/1/1992	poor	\$1,294.00
08133	Laserdisc Player: Pioneer	5/1/1993	obsolete	\$1,948.33
12478	Smartboard:Diagonal 58 1/4"	12/9/1998	obsolete	\$1,474.00
12548	Printer:Lexmark S1855N	7/28/1998	obsolete	\$1,637.81

September 20, 2011

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:

HIRE Budgeted			
Effect. Date	Name	Department/Location	Title
8/15/2011	Adolphe,Ronald J	Campus Security SPG	Security Officer I
8/8/2011	Baker,Tracy S	Campus Security DO	Security Officer I
8/8/2011	Barnes,Jonathan A	Fine & Applied Arts CL	Instructional Asst III
7/23/2011	Cain,Christopher Lin	Letters CL	Instructional Asst III
8/6/2011	Capek,Catherine T	Letters SPG	Instructional Asst III
8/8/2011	Ervin,Joshua Andrew	Network Systems Support	Network Tech Support Specist
8/29/2011	Hatlem,Cherie R	Course & Curriculum Develop DO	Coord, Curriculum Services
7/23/2011	Johns,Charlotte D	Scholarships/Stu Fin Assist SP	Scholar&Stu Fin Assist Officer
8/6/2011	Maiolie,Patricia A	BA Programs/UPC	Academic Advisor - BA
8/22/2011	Mascenik,Charles E.	Campus Security TS	Security Officer I
7/23/2011	Oakley,Shirley	Letters CL	Academic Department Coordinator
8/13/2011	Rettinger,Jason	Payroll Support	Payroll Specialist II
8/29/2011	Root,Anamarie	Human Resources	Coord, Staff & Prof. Develop.
8/8/2011	Sloss,John P	Admin Info Sys - Development	Analyst/Programmer
8/16/2011	Torres,Irene P	Nursing HC	Nursing Skills Facilitator
8/8/2011	Wright,Nikishea A	Business Office SPG	Student Service Assistant

HIRE 2011-2012 Faculty			
Effect. Date	Name	Department/Location	Title
8/12/2011	Clem,Angela S	Nursing HC	Instructor
8/8/2011	Daniels,Juli F.	BA Programs/UPC	Instructor-12 month
8/1/2011	Osovitz,Michelle M.	BA Programs/UPC	Instructor-12 month

HIRE Temporary/Supplemental			
Effect. Date	Name	Department/Location	Title
8/22/2011	Afienko,Kenneth J	BA Programs/UPC	Supplemental Bach Prog.
8/22/2011	Albero,Richard J.	Social Science CL	Instructor - Temporary Credit
8/3/2011	Atkinson,Loree B	Distance Learning TV SE	Supplemental Instr - Credit
8/22/2011	Ault,Lynn	Natural Science TS	Instructor - Temporary Credit
8/3/2011	Ball,Ray L	Veterinary Technology HC	Instructor - Temporary Credit
8/22/2011	Barimo,John	Natural Science SE	Instructor - Temporary Credit
8/22/2011	Barlas,Irini	Business Technologies CL	Instructor - Temporary Credit
8/11/2011	Bogli,Jessica D	Letters SPG	Instructor - Temporary Credit
8/20/2011	Bortel,Daryl L	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
8/3/2011	Boyce,Jonathan H	Business Technologies CL	Instructor - Temporary Credit
8/22/2011	Breitenbach,Zachary P	Dual Credit - AC	Instructor - Temporary Credit
8/22/2011	Briggs,John J	New Initiative Program - HC	Other Professional- Temporary
8/22/2011	Brizendine,Fallon	Letters CL	Instr- Temporary % Load
8/19/2011	Brock,Dexter	Social Science SPG	Instructor - Temporary Credit
8/17/2011	Brown Jr,Carl M	Business Technologies SP	Instructor - Temporary Credit
8/22/2011	Bryant,Marcae D	Business Technologies TS	Instructor - Temporary Credit
9/6/2011	Buck,Justin Dean	Landscape Services CL	OPS Career Level 1
8/22/2011	Bueller,Daniel J	Mathematics SPG	Instr- Temporary % Load
8/10/2011	Bujak,Joanne D	Letters CL	Instructor - Temporary Credit
8/22/2011	Burdett,Ray G	BA Programs/UPC	Adjunct Bach Prog.
8/17/2011	Buschman,Gregory Alan	Business Technologies CL	Instructor - Temporary Credit
8/10/2011	Butler,Yvonne J.	Letters SPG	Instructor - Temporary Credit
8/29/2011	Cadorete,Geoffrey N	New Initiative Program - HC	OPS Career Level 6
8/1/2011	Capawana,Anthony J	Mathematics CL	Instructor - Temporary Credit
8/22/2011	Carney,Joshua David	Fine & Applied Arts SPG	Instructor - Temporary Credit
7/29/2011	Cattell,Liam	Mathematics SPG	Instructor - Temporary Credit
8/1/2011	Cheskidova,Svetlana I	Mathematics CL	Instructor - Temporary Credit
8/1/2011	Childers,Kristen S	Mathematics TS	Instructor - Temporary Credit
8/22/2011	Chiou,George S.	Fine & Applied Arts TS	Instructor - Temporary Credit
8/22/2011	Choyce,Athena J.S.	Business Technologies SE	Instructor - Temporary Credit
8/22/2011	Chrisochos,Nicholas P	Mathematics CL	Instructor - Temporary Credit
8/22/2011	Chung,USung	Interpreter Training CL	Instructor - Temporary Credit
8/22/2011	Clem,Angela S	BA Programs/UPC	Supplemental Bach Prog.
8/15/2011	Clockel,Matthew	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
8/29/2011	Cook,Jason Wayne	Letters CL	OPS Technical Level 2
8/22/2011	Crum,William	Distance Learning TV SE	Instructor - Temporary Credit
8/22/2011	Cullifer,Crystal Maria	Mathematics SPG	Instructor - Temporary Credit

8/8/2011	Daniels,Juli F.	BA Programs/UPC	Supplemental Bach Prog.
8/22/2011	DeChant,John David	BA Programs/UPC	Adjunct Bach Prog.
8/22/2011	DeLaRosa,Digna J	Nursing HC	Instr- Temporary % Load
8/22/2011	Delia,Vivian	College of Education	Adjunct Bach Prog.
8/22/2011	Delk,Mary Catherine	BA Programs/UPC	Adjunct Bach Prog.
8/22/2011	Deppe,Anja	Natural Science CL	Contributed Service
8/22/2011	Despain,Aaron L.	BA Programs/UPC	Adjunct Bach Prog.
8/17/2011	Dilkes,Rachel I	Emergency Medical Services HC	Instructor - Temporary Credit
8/11/2011	Dolan,Alyson	Fine & Applied Arts SPG	Instructor - Temporary Credit
7/29/2011	Dorsey,Joseph W	BA Programs/UPC	Adjunct Bach Prog.
9/8/2011	Dosen,Michael James	Fac Plan/Construction DO	OPS Maint/Trades SkilledHelper
8/22/2011	Dowling,Kristie	Letters CL	Instructor - Temporary Credit
8/22/2011	Ellison,Rachel	BA Programs/UPC	Adjunct Bach Prog.
8/22/2011	Farmer,Buddy Brisco	Dual Credit - AC	Contributed Service
8/22/2011	Fisher,Keith A	Dual Credit - AC	Contributed Service
8/22/2011	Fortner,Jimmy L	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
8/17/2011	Fox,Cynthia A	Social Science SPG	Instructor - Temporary Credit
8/17/2011	Franco,Jair	Natural Science SPG	Instructor - Temporary Credit
8/22/2011	Francois,Magda	Ethics SPG	Instructor - Temporary Credit
8/10/2011	Frank,John R	Letters SPG	Instructor - Temporary Credit
8/22/2011	Garrity,Caren	Natural Science CL	Instructor - Temporary Credit
8/22/2011	Gilberg,Sharon L	Natural Science TS	Instructor - Temporary Credit
8/22/2011	Gilleland,Amanda H	Natural Science SPG	Instructor - Temporary Credit
8/31/2011	Gilstrap,Venita C	Business Technologies CL	Instructor - Temporary Credit
8/17/2011	Glickley,Ashleigh M	Letters CL	Instructor - Temporary Credit
8/22/2011	Grano,Barbara S.	BA Programs/UPC	Supplemental Bach Prog.
8/30/2011	Grayson,Carole A	Dual Credit - AC	Contributed Service
8/22/2011	Grimaudo,Nicholas John	BA Programs/UPC	Adjunct Bach Prog.
8/22/2011	Grinnell,Lynn Dean	BA Programs/UPC	Contributed Service
8/22/2011	Grunz,Patricia L	Fine & Applied Arts SPG	Instructor - Temporary Credit
8/22/2011	Hacker Esq,Jennifer R	BA Programs/UPC	Adjunct Bach Prog.
8/29/2011	Haigh,Alyssa Lynn	Associate Provost SP	OPS Career Level 2
8/4/2011	Hall,James A	Fine & Applied Arts SE	Instructor - Temporary Credit
8/22/2011	Hamilton,John M	Fine & Applied Arts SPG	Instructor - Temporary Credit
8/22/2011	Harden,Jay M	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
8/22/2011	Hasbrouck,Charles	Speech - Letters TS	Instructor - Temporary Credit
8/12/2011	Hayes,Chelsea A	Fine & Applied Arts CL	Instructor - Temporary Credit
8/22/2011	Hayes,Shelley E	Business Technologies CL	Instructor - Temporary Credit
8/22/2011	Heiser,Rudy N	Distance Learning TV SE	Instructor - Temporary Credit
8/22/2011	Henrichon,Stephen	Letters CL	Instructor - Temporary Credit
8/22/2011	Henry,Deborah M	Dual Credit - AC	Instructor - Temporary Credit

8/16/2011	Hernandez,Jeffrey Loren	Provost TS	OPS Career Level 5
8/17/2011	Higgins,Eron E	Natural Science SPG	Instructor - Temporary Credit
8/22/2011	Hill,Andrew C	BA Programs/UPC	Adjunct Bach Prog.
8/11/2011	Hodgins,Susan J	Letters SPG	Instructor - Temporary Credit
8/17/2011	Honnold,Jeff L	Letters CL	Instructor - Temporary Credit
8/22/2011	Hublikar,Suhas V.	BA Programs/UPC	Adjunct Bach Prog.
8/22/2011	Huegel,Craig N	BA Programs/UPC	Adjunct Bach Prog.
8/22/2011	Hulsizer,Eric W	Business Technologies SE	Instructor - Temporary Credit
8/22/2011	Isaac,Alicia	Dual Credit - AC	Contributed Service
8/1/2011	Italia,Mark P	Natural Science TS	Instructor - Temporary Credit
8/22/2011	Jagger,Melissa	BA Programs/UPC	Adjunct Bach Prog.
8/22/2011	Johnson,Jennifer L	Dual Credit - AC	Contributed Service
8/22/2011	Jones,Helen H	BA Programs/UPC	Adjunct Bach Prog.
8/15/2011	Kelly,Keith L	Business Technologies TS	Instructor - Temporary Credit
8/22/2011	Kirtland,Wilbur H	Dual Credit - AC	Instructor - Temporary Credit
8/22/2011	Kish,George R	Distance Learning TV SE	Instructor - Temporary Credit
8/3/2011	Kitzerow,Adam C	Fine & Applied Arts CL	Instructor - Temporary Credit
8/17/2011	Knobel,Tonja L	Dual Credit - AC	Contributed Service
8/22/2011	Kohrs,Dean A.	Letters CL	Instr- Temporary % Load
8/22/2011	Kolonoski,David E.	Mathematics SPG	Instr- Temporary % Load
8/22/2011	Kozash Jr,Robert	Business Technologies SP	Instructor - Temporary Credit
8/22/2011	Kralovich,Margaret A	Mathematics CL	Instructor - Temporary Credit
8/11/2011	Kuhn,Christina M	Enrollment Management DO	OPS Career Level 6
8/22/2011	Kuropas,Cindy L	Letters CL	Instructor - Temporary Credit
8/11/2011	Laguna,Jason M	Social Science SPG	Instructor - Temporary Credit
8/18/2011	Lane,Kathleen A.	Nursing HC	Supplemental Bach Prog.
8/3/2011	Langmaid,Jeffrey	Natural Science SPG	Instructor - Temporary Credit
8/22/2011	Lara,Monica R.	BA Programs/UPC	Supplemental Bach Prog.
8/22/2011	Lieberz,Vanessa C	Dual Credit - AC	Contributed Service
8/22/2011	Lindskoog,Nils E.	Business Technologies SE	Instructor - Temporary Credit
8/17/2011	Lloyd,Ashley S.	College of Education	Supplemental Bach Prog.
8/22/2011	Lord,Robert McCormack	Ethics SPG	Instructor - Temporary Credit
8/22/2011	Lorenti-Wann,Emilia	Srvcs Spc Students/OSSD CL	OPS Teaching Asst/Interpreter
8/18/2011	Lovelady,Christopher	Ethics SE	Instructor - Temporary Credit
8/22/2011	Lynch,Paul L	Dual Credit - AC	Contributed Service
8/10/2011	Mabe,Logan D	Letters SPG	Instructor - Temporary Credit
8/1/2011	Mack,Patriva V	Social Science TS	Instructor - Temporary Credit
8/22/2011	Markley,Beth A	BA Programs/UPC	Adjunct Bach Prog.
8/17/2011	Marshall,Kim L	Business Technologies SE	Instructor - Temporary Credit
8/9/2011	McBride,Teresa M	Letters SPG	Instructor - Temporary Credit
8/22/2011	McGill,Lori A.	Nursing HC	Other Professional- Temporary

8/26/2011	Mcgrath,Kara M	Provost SE	OPS Career Level 3
8/1/2011	McGregor,Anne N	Counseling & Advisement TS	OPS Career Level 5
8/11/2011	Meredith,Ashley D	Social Science CL	Instructor - Temporary Credit
8/11/2011	Mixon,Christina M	Provost TS	OPS Career Level 6
8/22/2011	Morgan,Renyou Zhang Morrissey	Natural Science CL	Instructor - Temporary Credit
8/15/2011	Keistler,Kathryn	Facilities Plan & Inst Svcs	OPS Career Level 4
8/22/2011	Mullins-Staker,Toni L	Dual Credit - AC	Contributed Service
8/11/2011	Nakayama,Tomoyuki	Natural Science SE	Instructor - Temporary Credit
8/22/2011	Nallamshetty,Kanaka D	Natural Science CL	Instructor - Temporary Credit
8/22/2011	Navarro,Rafael	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
8/22/2011	Nebrich,Jennifer C	Letters CL	Instructor - Temporary Credit
8/22/2011	Nousiainen,Robin M	Dental Hygiene HC	Instr- Temporary % Load
8/22/2011	Ogle,Caroline L	Fine & Applied Arts SPG	Instructor - Temporary Credit
8/22/2011	Olivero,Christina S	BA Programs/UPC	Adjunct Bach Prog.
8/3/2011	O'Neill,Meghan A	Letters CL	Instructor - Temporary Credit
9/7/2011	Opapeju,Modupe R	New Initiative Program - HC	OPS Career Level 5
8/22/2011	Osorio,Patricia M	Natural Science CL	Instr- Temporary % Load
9/3/2011	Pappas,Shawn	Criminal Justice AC	Instructor- Temporary Non-Cred
8/1/2011	Pauling,Ushanda M	Human Services HC	Instructor - Temporary Credit
8/17/2011	Pearson,Kimberly M	Business Administration SE	Instructor - Temporary Credit
8/22/2011	Perry,Dwayne C	Ethics SE	Instructor - Temporary Credit
8/22/2011	Perry,Rodney A.	Dual Credit - AC	Contributed Service
8/22/2011	Phipps,Tonya M.	Social Science SPG	Instructor - Temporary Credit
8/11/2011	Pogonowski-Gill,Kim M	Natural Science SE	Instructor - Temporary Credit
8/22/2011	Polson Jr,Herbert E	Social Science SPG	Instructor - Temporary Credit
9/8/2011	Preston,Tameka	Social Science SPG	Instructor - Temporary Credit
8/1/2011	Queensberry,Jo-Rene	BA Programs/UPC	Adjunct Bach Prog.
8/1/2011	Rager,Sandra	Ethics SPG	Instructor - Temporary Credit
8/22/2011	Record II,Anthony D	Fine & Applied Arts CL	Instructor - Temporary Credit
8/3/2011	Reed,Patricia D	Dual Credit - AC	Contributed Service
8/4/2011	Rein,Debra L	Fine & Applied Arts SE	Instructor - Temporary Credit
8/22/2011	Rhame,William D	Natural Science CL	Instructor - Temporary Credit
8/1/2011	Rhodes,Eric Stephen	Natural Science CL	Instructor - Temporary Credit
8/11/2011	Rissler,Michael D	Letters SPG	Instructor - Temporary Credit
9/8/2011	Rodgers,Kathleen W	Business Technologies SE	Instructor - Temporary Credit
8/17/2011	Rupp,Marc	Nursing HC	Instr- Temporary % Load
8/22/2011	Russell,Janice	Mathematics TS	Instructor - Temporary Credit
8/5/2011	Russo,John Dennis	Dual Credit - AC	Contributed Service
8/3/2011	Scholz,Timothy J	Business Technologies CL	Instructor - Temporary Credit
8/22/2011	Schreiber,Alan E.	Natural Science SPG	Instructor - Temporary Credit

8/22/2011	Scordato,Alice	Letters SPG	Instructor - Temporary Credit
8/17/2011	Scott,Freda	Social Science SPG	Instructor - Temporary Credit
8/2/2011	Seabrook,Anthony	Provost SE	Instructor - Temporary Credit
8/17/2011	Seabrook,Lori K	Business Technologies SP	Instructor - Temporary Credit
8/15/2011	Seay,Latasha Baynes	SPC-Downtown	OPS Career Level 4
8/12/2011	Septenna,Patrick	Business Technologies CL	Instructor - Temporary Credit
8/3/2011	Shafer,Jacob A	Natural Science TS	Instructor - Temporary Credit
8/15/2011	Shoier,Hesham Gouda	Mathematics TS	Instructor - Temporary Credit
8/22/2011	Siegman,Ellen I.	BA Programs/UPC	Adjunct Bach Prog.
8/17/2011	Silcox,Joseph M	Business Technologies CL	Instructor - Temporary Credit
8/22/2011	Simon,Scott J	Business Administration CL	Instructor - Temporary Credit
8/1/2011	Sims,Devara	Social Science SPG	Instructor - Temporary Credit
8/22/2011	Slattery,Kenneth R	Ethics CL	Instructor - Temporary Credit
8/22/2011	Smith,Christine M.	Business Technologies SP	Instr- Temporary % Load
8/22/2011	Smith,Michele L	Letters CL	Instructor - Temporary Credit
7/29/2011	Spear,Todd A	Fire Science AC	Instructor- Temporary Non-Cred
8/17/2011	Sponagle,Kenneth F	Natural Science TS	Instructor - Temporary Credit
8/22/2011	Spraggins,Vera F	Social Science CL	Instructor - Temporary Credit
8/26/2011	St. John,Timothy B	Facilities Plan & Inst Svcs	OPS Career Level 2
8/22/2011	Stehman,Tracey	Nursing HC	Adjunct Bach Prog.
8/18/2011	Steimle,Eric T	Natural Science SPG	Instructor - Temporary Credit
9/7/2011	Sterns,Alesia Ladine	Facilities Plan & Inst Svcs	OPS Career Level 3
8/22/2011	Strauss,Daniel	Natural Science SE	Instructor - Temporary Credit
8/22/2011	Strausser,Haley E	Veterinary Technology HC	Instructor - Temporary Credit
8/22/2011	Sullivan,Tracey H	Social Science CL	Instructor - Temporary Credit
8/1/2011	Swan-Carpenter,Lauren	Business Technologies SE	Instructor - Temporary Credit
8/24/2011	Tavarez,Samantha C	Facilities Plan & Inst Svcs	OPS Career Level 2
8/5/2011	Throesch,Elizabeth	Letters CL	Instructor - Temporary Credit
8/11/2011	Tillman,Adrian D	Business Technologies SP	Instructor - Temporary Credit
8/10/2011	Trombley,Kelly S	Veterinary Technology HC	Adjunct Bach Prog.
8/10/2011	Truong,Vien V	Mathematics SPG	Instructor - Temporary Credit
8/22/2011	Tsoneva,Valentina D	Letters SE	Instructor - Temporary Credit
8/15/2011	Tucker,Nann P	Letters SPG	Instructor - Temporary Credit
8/26/2011	Tunceren,Lillian L	Facilities Plan & Inst Svcs	Instructor- Temporary Non-Cred
8/16/2011	Turk,Melanie	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
8/22/2011	Turner,Nancy	Nursing HC	Instr- Temporary % Load
8/22/2011	Ulrich,Fred R	Letters CL	Instructor - Temporary Credit
8/22/2011	Valentine,Anthony G	Fine & Applied Arts CL	Instructor - Temporary Credit
8/22/2011	Vesey,Judith T.	Dual Credit - AC	Contributed Service
8/3/2011	Vogel,Julie A	Distance Learning TV SE	Instructor - Temporary Credit
9/6/2011	Wagh,Suraj P	New Initiative Program - HC	Other Professional- Temporary

8/22/2011	Watts,Doraine D.	BA Programs/UPC	Supplemental Bach Prog.
8/22/2011	White II,William K	Dual Credit - AC	Instructor - Temporary Credit
8/9/2011	Whitmarsh,Patrick C	Fine & Applied Arts SE	Instructor - Temporary Credit
8/22/2011	Wilhite,Charles P	Business Technologies CL	Instructor - Temporary Credit
8/4/2011	Williams,Kimberly E	Human Resources	OPS Career Level 3
8/22/2011	Williams,Kimberly N	Ethics CL	Instructor - Temporary Credit
8/22/2011	Williams,Shirlan A	Speech - Letters CL	Instructor - Temporary Credit
8/27/2011	Wright,Russell W	Business Technologies CL	Instructor - Temporary Credit
8/22/2011	Wyatt,Maria D	Letters CL	Instructor - Temporary Credit
8/6/2011	Wykell,Joshua Samuel	Facilities Services DO	General Service/Maint.
8/12/2011	Wylar,Scott W	Business Administration SE	Instructor - Temporary Credit
8/22/2011	Yerke,Erin R.	Dual Credit - AC	Instructor - Temporary Credit
9/6/2011	Zachem,Patricia B	Letters SPG	OPS Career Level 4
8/22/2011	Zorin,Barbara	Mathematics SPG	Instructor - Temporary Credit
8/3/2011	Zwieg,Susan A.	Letters CL	Instructor - Temporary Credit

ANNUAL CONTRACT RENEWAL			
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Effect. Date	Name	Department/Location	Title
8/1/2011	Murphy, Beth	BA Programs/UPC	12-month Instructor

TRANSFER/PROMOTION Budgeted			
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Effect. Date	Name	Department/Location	Title
7/16/2011	Dobson,Terri L	Business Technologies SP	Academic Staff Assistant
8/12/2011	Olsen,Sharon A.	Social Science TS	Instructor

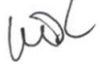
Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; Patty Curtin Jones, Vice President, Human Resources & Public Affairs; and the Cabinet members bringing the actions forward, recommend approval.

vgw0908111

September 20, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Extension of Benefits-Related Vendor Contracts (*Existing Plan, October – December, 2011*)

Approval is sought for a three-month extension of the agreements with the following benefit-related vendors through December 31, 2011. SPC is switching the college's health plan year to 01/01/12-12/31/12.

- Aetna Administrative Services, through which medical & dental insurance programs are offered, representing no change in rates.
- Aetna Life Insurance, through which life insurance programs are offered, representing no change in rates.
- Assurant Employee Benefits, which provides ongoing short-term and long-term disability insurance as a voluntary benefit for budgeted employees, at no cost to the college.
- Symetra Financial, which provides aggregate and specific stop-loss coverage, representing no change in rates.


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

Vgw0801113

September 20, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Request Approval for Benefits-Related Vendor Contracts (*January – December, 2012, with change in Disability vendor*)

Approval is sought to enter into agreement with the following benefit-related vendors for the 2012 plan year (01/1/12-12/31/12), in accordance with recommendations from benefits consultant Brown & Brown and with the support of the college-wide Insurance Committee. Brown & Brown is finalizing negotiations with the vendors. Agreements will be brought to the October 2012 Board of Trustees.

Aetna Administrative Services - for medical and dental insurance programs

- Aetna lowered its medical administration fees, from \$41.90 to \$34.75 per employee per month. The current annual cost is \$649,617. The new negotiated annual cost is \$538,764. This represents a savings of \$110,853. Aetna also offered a three-year guarantee and a \$100,000 wellness fund.
- Aetna lowered its dental administration fees, from \$3.95 to \$2.95 per employee per month. The current annual cost is \$61,240. The new negotiated annual cost is \$45,736. This represents a savings of \$15,504. Aetna also offered a three-year rate guarantee.

Aetna Life Insurance – for life insurance programs


- Aetna's fees to the college are rising from \$220,000 to \$312,000 in order for the college to increase the employer-provided life insurance to twice the employee's base pay (currently it's about equal to the employee's base pay)
- For employees, there is no change in the rates for purchasing at a level beyond what is provided by the college. In addition, an employee would be able to purchase up to 4x his/her base salary, up to \$500,000 (had been up to 3x).
- Aetna also offered a three-year rate guarantee.

Lincoln Financial - voluntary short-term and long-term disability insurance (this is a switch from Assurance Employee Benefits)

- Lincoln is offering a significant savings for employees (about 40%) and a three-year rate guarantee.

September 20, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Request Approval for Health Insurance Benefits for Employees

Confirmation is sought for the following health insurance plan changes for the plan year Jan. 1, 1012 – Dec. 31, 2012

Employee health-related premiums

- Increase employee payroll-deducted medical contributions for existing Aetna Select and Aetna POS II, phased as follows:
 - 4% increase over the 2010-11 rates, effective Jan. 1, 2012
 - 4% increase over the 2010-11 rates, effective July 1, 2012
- Increase COBRA and retiree contributions in accordance with GASB 45 (Government Accounting Standards Board) as follows:
 - Retiree-only – 15.1%
 - Retiree + 1 – 17.04%
 - Retiree + Family – 15.01%
- Create a self-funded group for Medicare-eligible retirees, which would decrease contributions as follows:
 - Retiree-only – 34.6%
 - Retiree + 1 – 35.6%
 - Retiree + Family – 34.6%
- Create hybrid contribution levels for Medicare-eligible retirees with dependents who are not Medicare-eligible.

Pilot a new plan option (while retaining current Aetna Select and POS II options)

- New option: High-deductible/low-premium Aetna Select plan with Health Savings Account (HSA)
- In the first year in which any employee switches to the HSA model, the college would contribute to the employee's account as follows:
 - \$1,000 for employee only, plus a 2:1 match to the employee's contribution, up to a maximum of \$500 (for example, if an employee contributes \$100, the college would contribute \$200)
 - \$2,000 for employee with any dependent coverage, plus a 2:1 match to the employee's contribution, up to a maximum of \$1,500 (for example, if an employee contributes \$100, the college would contribute \$200)

VII-G.4att

St. Petersburg College Health Plan Benefits and Funding - 2012



*Presented to
SPC Board of Trustees - Sept. 20, 2011*

2011-12 Budget: Self-funded Health and Dental

Revenue: \$15.3 million

\$11.3 million (Fund 1)
\$1.5 million (other restricted funds)
\$2.5 million (employee contributions)



Expense: \$15.3 million

\$14.3 million claims (YTD \$2.5 million)
\$1 million (administrative / stop loss / future unfunded liability)

Reserve: \$5.5 million

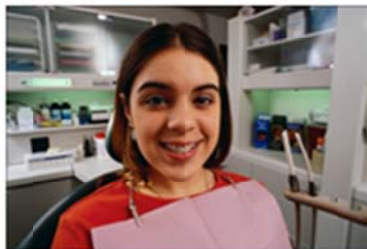
Plan premiums rising in 2012

- As costs rise, the college and its employees continue to share the cost
- The college contribution is increasing by 20%
- Meanwhile the employee *increase would be phased:
 - Jan. 1, 2012: 4% increase
 - July 1, 2012: 4% increase

** For established plans, Aetna Select and POS II options*

Starting to turn the tide in 2012

- Offer a high-deductible/low-premium option as a pilot (funded with employee-controlled Health Savings Account)
- Give incentives to employees for selecting HSA
- Provide ongoing coaching re HSA expense management



- Solicit continual feedback from pilot group
- Assess outcomes and value for employees and college
- Develop total comp strategy for future premium costs

HSA saves employees on premiums (Deductions from paycheck)

An employee could save at least 50% on their payroll deduction for dependent or family coverage.

	AetnaSelect <i>Average employee</i> annual contribution	AetnaSelect-Health Savings Account Plan Employee annual contribution	Annual savings
Empl. only	\$385	\$ 0	\$385
Empl + 1	\$3,156	\$1,362	\$1,794
Family	\$5,536	\$2,099	\$3,437

	AetnaPOS II <i>Average employee</i> annual contribution	AetnaSelect-Health Savings Account Plan Employee annual contribution	Annual savings
Empl. only	\$2,200	\$ 0	\$2,200
Empl + 1	\$5,019	\$1,362	\$3,657
Family	\$8,507	\$2,099	\$6,408

HSA: A college-employee partnership

	<i>Starting point:</i> * Annual max employee would pay (deductible + co-insurance)	** First year college seed	Maximum first-year college match (2:1, up to \$500 for employee-only and \$1,500 for family)	Total in HSA	^ Remaining balance employee could fund
Emp. only	\$3,000	\$1,000	Employee: \$250 College: \$500	= \$1,750	\$1,250
Family	\$6,000	\$2,000	Employee: \$ 750 College: \$1,500	= \$4,250	\$1,750

* Annual maximum is total exposure employee would have for medical / dental / RX expenses.

** "First year" is any employee's first year switching to the HSA.

^ Employees may add more to the HSA, up to IRS limits (\$3,100 for employee; \$6,250 for family)

Aetna Select v. Aetna Select with HSA

Similarities

- Same network of providers
- Same negotiated in-network discounts
- Most preventive care covered at 100%



Aetna Select v. Aetna Select with HSA

Differences

Out-of-pocket maximum

- Aetna Select: Lower limits, but only apply to medical co-pays.
- Aetna Select with HSA: Higher limits (deductibles), but they cover much more -- medical, dental and prescription costs.

Co-pays: With the exception of some prescriptions, there are no co-pays under the plan with HSA. Employee pays the full cost of care.

Employee premiums: Plan with HSA would cost an employee about 50% less per pay for dependent/family coverage.

Prescription medication

- Aetna Select: Established co-pays apply to most prescriptions.
- Aetna Select with HSA: Maintenance prescriptions subject to established co-pays; all others are at the full cost.


Counting down to 2012 plan year



Campus information sessions	October 3 – 21
Open Enrollment	October 24 – November 4
New plan year starts	January 1
1st paycheck with new premium	January 13

September 20, 2011

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Proposed Changes to BOT Rules Manual

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

6Hx23-4.02 Admission Requirements The proposed changes will serve to streamline the Rule, increase efficiency in implementation, and shift procedural provisions to the College's Procedures. *Submitted by Suzanne Gardner.*

6Hx23-4.61 Requirements of the Respiratory Care Program The proposed changes to the Rule are required to meet the new CoARC Standard 5.10 regarding the Paramedic/EMS transitional program advanced placement. Credit will be granted for RET 1874L and RET 1875L courses. *Submitted by Phil Nicotera.*

Suzanne L. Gardner, Acting General Counsel, recommends approval.

Attachment
ps0826111

September 20, 2011

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: FY11-12 July 1-August 31, 2011 Fund 1 Financial Report

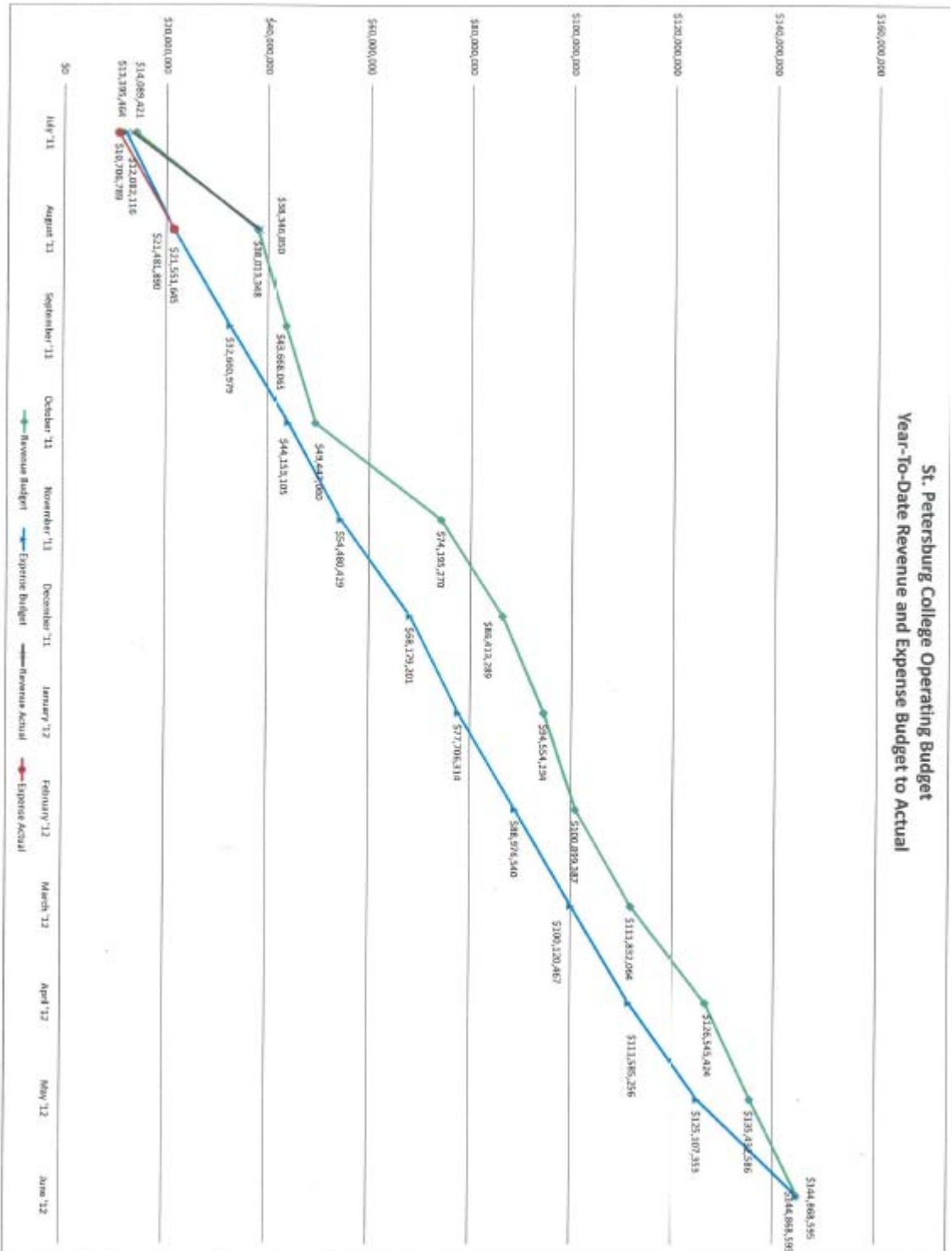
Attached for information is the Fund 1 financial report for FY11-12 July 1-August 31 time period.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology, Patty Curtin Jones, Vice President, Human Resources & Public Affairs, and Jamelle Conner, Associate Vice President, Planning, Budget and Compliance, recommend approval.

Attachments

Yvm090811

VII-Iatt



FY2011-2012 FUND 1X BUDGET TO ACTUAL REPORTING: JULY 1 - August 31
ST. PETERSBURG COLLEGE

Revenue	FY10-11 Budget	FY09-10 YTD Actual	% To Budget	FY11-12 Budget	FY11-12 YTD Actual	% To Budget	YTD to Date %	1 Yr Variance	% 1 Yr Variance	Variance Explanation	
Student Tuition & Out of State Fees	\$ 51,335,981	\$ 21,352,218	41.8%	\$ 61,777,468	\$ 24,492,774	40.0%		\$ 1,140,388	5%		
Sole Appropriation - CCPP	\$ 55,678,030	\$ 9,328,980	16.8%	\$ 64,013,688	\$ 9,104,914	14.2%		\$ (224,656)	-2%	primarily due to the decrease in State funding associated with national changes	
Federal Stabilization Funds	\$ 5,100,244	\$ -	0.0%	\$ 5,100,244	\$ -	0.0%		\$ -	0%		
Sole Appropriation - Lottery	\$ 7,279,093	\$ -	0.0%	\$ 7,279,093	\$ -	0.0%		\$ -	0%		
Operating Costs for New Facilities	\$ 78,334	\$ -	0.0%	\$ 78,334	\$ -	0.0%		\$ -	0%		
Operating Costs for New Facilities	\$ 3,030,698	\$ 1,188,712	39.2%	\$ 3,030,698	\$ 1,340,688	44.2%		\$ 130,148	5%		
Technical Fees	\$ 2,475,448	\$ 1,174,460	47.5%	\$ 2,475,448	\$ 3,232,204	130.7%		\$ 35,423	5%		
Lab Revenue Fees	\$ 1,971,072	\$ 87,412	4.4%	\$ 2,628,548	\$ 882,074	33.6%		\$ (11,438)	-1%		
Other Revenue	\$ 3,211,823	\$ 673,446	21.3%	\$ 3,211,823	\$ 388,484	12.1%		\$ (83,253)	-3%	primarily due to decrease in indirect costs recovered	
Other Student Fees	\$ 1,831,439	\$ 510,007	28.0%	\$ 1,719,372	\$ 493,639	27.5%		\$ (47,283)	-3%		
Fund Transfers in	\$ 2,344,860	\$ 445	0.0%	\$ 2,344,860	\$ 725	0.0%		\$ 379	6%	timing differences of costs transferred last year vs this year	
Revenue Stabilization Reserve	\$ 3,100,500	\$ -	0.0%	\$ 2,150,200	\$ -	0.0%		\$ -	0%		
One-Time Non-Recurring Funds	\$ -	\$ -	0.0%	\$ 1,600,328	\$ -	0.0%		\$ -	0%		
Total Revenue - Fund 1x	\$ 142,168,458	\$ 37,407,278	26.3%	\$ 144,868,595	\$ 38,308,650	26.5%		\$ 918,572	2%		
Operating Costs	FY10-11 Budget	FY09-10 YTD Actual	% To Budget	FY11-12 Budget	FY11-12 YTD Actual	% To Budget	YTD to Date %	1 Yr Variance	% 1 Yr Variance	Variance Explanation	
Personnel & Benefits	\$ 23,011,639	\$ 3,799,443	16.5%	\$ 25,321,627	\$ 3,208,510	12.7%		\$ 18,167	0%		
Instructional/Study-Full Time	\$ 19,285,263	\$ 3,763,746	19.5%	\$ 21,407,448	\$ 3,298,231	15.4%		\$ 34,824	2%		
Administrative	\$ 22,095,710	\$ 3,150,941	14.3%	\$ 23,653,776	\$ 3,284,117	13.9%		\$ 132,752	1%		
Career/Developmental	\$ 15,715,639	\$ 1,682,878	10.7%	\$ 15,983,817	\$ 1,315,008	8.2%		\$ 263,313	20%	primarily reflects final summer pay and the increase in adjuncts/interimists/OC's	
Non-Instructional OCS and Overtime	\$ 2,003,160	\$ 380,048	19.0%	\$ 2,481,068	\$ 422,344	17.0%		\$ 67,286	19%	increase due to additional hours needed to support enrollment, as well as the impact of the 3% pay increase at the point in the year vs prior year	
Student Assistants	\$ 809,800	\$ 63,644	7.9%	\$ 810,000	\$ 91,464	11.3%		\$ 28,410	73%		
Personnel Benefits	\$ 23,272,983	\$ 3,458,818	14.9%	\$ 23,837,326	\$ 3,575,160	15.0%		\$ (279,489)	-7%		
Total Personnel & Benefits	\$ 102,484,273	\$ 16,820,389	16.4%	\$ 110,481,230	\$ 16,380,634	14.8%	93%	\$ 323,248	2%		
Current Expenses	Travel	\$ 528,287	\$ 37,143	7.1%	\$ 676,631	\$ 96,327	14.2%		\$ 18,944	5%	increase due to additional travel (education and professional development opportunities)
Repairs & Maintenance	\$ 1,071,328	\$ 138,828	12.9%	\$ 1,200,022	\$ 148,480	12.4%		\$ 12,532	10%	increase due to additional equipment leases not established at this point last year	
Repairs/Leases	\$ 422,841	\$ 64,981	15.4%	\$ 430,012	\$ 81,283	18.9%		\$ 14,272	31%	due to a decrease in the premium for property and workers comp insurance	
Insurance (non-health)	\$ 3,692,348	\$ 1,188,824	32.2%	\$ 2,921,208	\$ 1,662,986	57.0%		\$ (258,546)	-11%	due to increased consulting fees	
Utilities	\$ 1,918,429	\$ 1,789,429	93.3%	\$ 2,252,008	\$ 1,528,984	68.0%		\$ (89,516)	-5%	due to increased consulting fees	
Books and Fees	\$ 4,118,848	\$ 81,878	2.0%	\$ 4,248,637	\$ 499,932	11.7%		\$ 117,942	32%	due to printing of expenses of software licensing	
Scholarships/Grants	\$ 1,119,282	\$ 85,678	8.1%	\$ 1,119,099	\$ 180,284	16.1%		\$ 86,588	104%	due to printing of expenses of software licensing	
Materials and Supplies	\$ 6,477,420	\$ 647,262	10.0%	\$ 6,614,472	\$ 797,695	12.1%		\$ 160,217	22%	due to printing of expenses of software licensing	
Tech Equipment/Leasing	\$ 1,556,051	\$ 388,574	25.0%	\$ 2,128,609	\$ 466,388	22.0%		\$ 258,614	82%	due to printing of expenses of software licensing	
Bad Debt/Unemployment/Comp/Other Current Expense	\$ 817,628	\$ 51,614	6.3%	\$ 1,178,887	\$ 137,837	11.7%		\$ 22,177	48%	due to printing of expenses of software licensing	
Total Current Expense	\$ 5,800,098	\$ 6,327	0.1%	\$ 3,197,485	\$ 16,837	0.5%		\$ 10,509	160%	due to printing of expenses of software licensing	
Total Current Expense	\$ 30,918,326	\$ 3,899,872	12.6%	\$ 28,099,744	\$ 4,417,725	15.7%	12%	\$ 518,154	13%		
Capital Spending	Computer Network Leases	\$ 2,138,628	\$ 379,740	17.8%	\$ 2,638,717	\$ 592,626	22.5%		\$ 122,808	31%	due to an increase in computer leases over prior year
Capital Purchases/Non-Recurring	\$ 1,014,919	\$ 263,442	26.0%	\$ 2,247,784	\$ 276,649	12.3%		\$ 7,208	8%		
Other Services - Capital Obligations	\$ 4,089,200	\$ -	0.0%	\$ 5,087,523	\$ -	0.0%		\$ -	0%		
Total Capital Spending	\$ 7,651,814	\$ 642,182	8.4%	\$ 9,973,924	\$ 276,649	2.8%		\$ 131,163	20%		
Total Operating Costs - Fund 1x	\$ 142,084,423	\$ 20,571,142	14.5%	\$ 144,868,595	\$ 21,551,645	14.9%	13%	\$ 889,592	5%		
Total Remaining Funds (Surplus/Deficit)	\$ 85,035	\$ 16,836,136		\$ (10)	\$ 16,786,308			\$ (60,931)	0%		

*As part of the one college effort, the FY11-12 Budget includes all previously budgeted separately. The FY11-12 Budget/Actuals shown include Lab Fees for conversion programs in this report.