MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, September 18, 2012 at the St. Petersburg College Seminole Campus, Conference Center, 9200 113th Street N., Seminole, Florida. The following Board members were present: Chairman Deveron M. Gibbons, Bob Fine, Vice Chair, Terrence E. Brett and Tim North. 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.

MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

11-418. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 18, 2012

SEMINOLE CAMPUS CONFERENCE CENTER
9200 113TH STREET N.
SEMINOLE, FLORIDA

SPECIAL MEETING: 8:30 A.M.

I.   **CALL TO ORDER**

    A.   Invocation
    B.   Pledge of Allegiance

II.   **PRELIMINARY MATTERS**

    A.   Presentation of Retirement Resolutions and Motion for Adoption

        1.   Gail McLoone

    B.   Recognitions/Announcements

        1.   President Obama's Visit

III. **COMMENTS**

    A.   Board Chair
    B.   Board Members
    C.   President

IV.   **REVIEW AND APPROVAL OF MINUTES**

Board of Trustees' Meeting of August 21, 2012

V.   **MONTHLY REPORTS**

    A.   Board Attorney – Joseph H. Lang

B.   Acting General Counsel – Suzanne Gardner

C.   J.C. Brock, Campus Executive Officer, Allstate Center; Dr. Joseph Smiley, Dean,
Social Science

D.   Faculty Senate – Dr. Richard Mercadante, FGO President

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

A.   Midtown Update

1.   Enrollment & Student Flow (*Presentation*)

2.   Facilities Need (*Presentation*)

3.   Structure & Finance Option (*Decision*)

VII.   NEW BUSINESS

A.   STUDENT SUCCESS AND ACHIEVEMENT *(Information)* - **None**

B.   BIDS, EXPENDITURES AND CONTRACTS (through Purchasing) - **None**

C.   OTHER EXPENDITURES AND CONTRACTS - **None**

D.   GRANTS/RESTRICTED FUNDS CONTRACTS

1.   Application/Acceptance

a.   National Science Foundation—Scholarships in Science, Technology,
Engineering, and Mathematics (S-STEM) Program (*Action*)

b.   Gateway to College National Network – Gateway to College Program
(*Action*)

c.   U.S. Department of Labor Employment and Training Administration -
WorkNet Pinellas–Veterans Workforce Investment Program (*Action*)

E.   CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND
CONSTRUCTION

1.   Disposition of Surplus or Obsolete Property (Survey # 544) (*Action*)

F.   AGENCY BILLINGS – **None**

MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

G.   ADMINISTRATIVE

   1.   Human Resources

     a. Personnel Report (*Action*)

     b. Health Insurance (*Information*)

     c. Information Regarding Advertising and Recruitment of Administrative Position (*Information*)

   2.   Finance

     a. FY12-13 July 1- August 31 Fund 1 Financial Report (*Information*)

H.   PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing

None

I.   STUDENT TUITION AND FEES REPORT (*Action*)

VIII. PRESIDENT'S REPORT

IX.   FUTURE AGENDA ITEMS

X.   NEXT MEETING DATE AND SITE

October 16, 2012, Epi Center

XI.   ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting September 18, 2012, he or she will need a record of the proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

Items summarized on the Agenda may not contain full information regarding the matter being considered. Further information regarding these items may be obtained by calling the Board Clerk at (727) 341-3241.

*No packet enclosure

Date Advertised: September 7, 2012

MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Confirmation of Publication

Notice of meeting

11-419.   Under Item I, Call to Order
The meeting was convened by Chairman Gibbons at 8:37 a.m. The invocation was given by Mr. Brett and was immediately followed by the Pledge of Allegiance.

11-420.   Under Item II, Preliminary Matters
Dr. Law recommended adoption of a retirement resolution for Gail McLoone.   Gail was in attendance and, joined by colleagues, received her resolution as presented by Chairman Gibbons and President Law. Mr. Brett moved to adopt the resolution. Mr. North seconded the motion. The motion passed unanimously.

11-421.   Under Item II-B, Recognitions/Announcements

President Obama's visit
Dr. Law expressed his great pride in the recent visit of President Obama to the Seminole Campus of St. Petersburg College. More than 11,000 people attended the event on September 8. The College received notification the previous Tuesday and many of its staff were rallied to support the event on short notice.   Dr. Law asked Manny Martinez, Student Government Association (SGA) President, Seminole, to comment on his meeting President Obama. Mr. Martinez expressed what an honor it was for him to have this experience. Mr. Brett also commented about the "flawless" event and extended his gratitude to Dr. Olliver and his team for making the College proud.   Chairman Gibbons added that many staff members from all the campuses worked on this and was very proud of how well the entire event flowed and how the campus looked.

11-422.   Under Item III, Comments
Opportunity was given for comments from the Board Chair, Board Members and the President.

Mr. North asked if there was a mandatory requirement for the Board to meet monthly. Mr. Lang explained that community colleges are mandated to have a meeting shortly after the beginning of the fiscal year and at that time should decide on the meeting schedule for the year, but there was no restriction on the number of meetings. Chairman Gibbons asked each Board Member to offer their opinion. Mr. Fine commented that his school did not have as many Board Meetings, but that there was a committee structure. He suggested that quarterly meetings for this Board would work provided there was some monthly reporting to the Board. He commented that maybe six or eight meetings per year would be sufficient. Mr. North asked about the board meeting practices of similar colleges. Dr. Law said he would research this matter and bring it back to the board.

MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Mr. Brett commented that he would support fewer meetings if it were possible. During his tenure as Chair, he challenged Dr. Law to hold the meetings to one-and-a-half hours and that was difficult. He suggested not meeting as often in the summer and that perhaps the agenda could be shorter.

Mr. North commented that Dr. Law has many resources dedicated to each month's Board meeting and over the course of a year, those resources add up. He suggested that concise quarterly meetings would suffice.

Chairman Gibbons commented that he and Dr. Law had discussions about doing workshops. He suggested that Dr. Law and Mr. Lang work on this question and come back to the Board with recommendations. He added that he did not want to get into half-day agendas and that another concern was that he did not want Dr. Law to be in a position of being accused of not keeping the Board informed. He stated that the Board needed to agree on a way for Dr. Law to communicate with the Board.

11-423.   **Under Item IV, Review and Approval of Minutes**
The minutes of the August 21, 2012 Meeting of the Board of Trustees of St. Petersburg College were presented by the chairman for approval.   Mr. Fine moved approval of the minutes as submitted. Mr. North seconded the motion. The motion passed unanimously.

11-424.   **Under Item V, Monthly Reports**
V.A and B: Under Monthly Reports, Chairman Gibbons requested a report of any new business from Mr. Joseph Lang, Board Attorney and Ms. Suzanne Gardner, Acting General Counsel. There were no reports from Mr. Lang or Ms. Gardner.

Chairman Gibbons called upon J.C. Brock, Campus Executive Officer, Allstate Center; Dr. Joseph Smiley, Dean, Social Science and Faculty Senate – Dr. Richard Mercadante, FGO President to share their monthly reports.

Item V.C.
Mr. Brock presented information regarding the Ready for Life program. During a Collaborative Lab in October 2010, a group of child advocate entities raised as their primary concern the issue of children aging out of the foster care system with no transitional support. Through a partnership with Ready for Life, the College has been able to provide educational support to this population. Mr. Brock stated that there was a young woman in the audience that is a success story from the program. Stories such as hers, only help to highlight the College Experience and tools such as early intervention, career counseling, Life Plans, Academic Plans along with other services can accomplish. He asked Andrea Cowley to share her story with the Board. As a 17-year-old single parent, Andrea did not have a well thought out plan for her future. She explained that through the Ready for Life program, she was able to re-engage in school and is currently working on her Associates in Arts Degree. She hopes to continue her studies in Social Sciences at the University of South Florida. She expressed her gratitude to St. Petersburg College for

helping her overcome the many obstacles she has encountered along the way to achieving her degree.

Mr. Brock asked Kathy Mize, director of the Ready for Life program to address the Board. Mr. North asked if it was an independent program. Ms. Mize explained that Ready for Life is a not-for-profit organization that supports youth who are aging out of the foster care system. Initially, the program focused on 16- and 17-year-olds, but has adjusted the focus to those in the 20- to 24- year age group because they are more receptive to accepting help. She commented that they have about 300 young people in the program. They teach leadership skills and help them develop a support system.

Chairman Gibbons expressed his approval that St. Petersburg College was involved in this program.

V.D.
Dr. Smiley presented information on the Student Life Skills (SLS) Triangle of Success initiative. He explained that students who are enrolled in SLS1101 are supported by three entities: the faculty member teaching the course, a student mentor and an academic advisor. Together, these three support resources monitor the student's progress and step in if they detect problems with the student's performance. He commented that other colleges often offer two of these three resources; St. Petersburg College offers all three in direct response to Dr. Law's challenge to focus on student success.

Mr. North asked which students take SLS1101 and Dr. Smiley explained that any entering students whose test scores require them to take two or more developmental courses are required to take SLS1101. Mr. North asked why this course is not mandatory for all students. Dr. Law answered that this is a pilot program and that the College will monitor the students' success with it and will expand, if it appears to be successful.

When Mr. North asked about the content of the course, Dr. Law explained that students are taught time management, taking notes in class and other academic skills. Dr. Smiley added that students are taught test-taking strategies, reading comprehension for textbook study, career development steps and other skills that will help them be successful students. Mr. Fine asked how many students were enrolled in the course. Dr. Smiley stated there were 2,000 currently enrolled. Chairman Gibbons commented that Dr. Smiley makes sure that the instructors know as much as the advisors and mentors and supported the program.

V.E.
Dr. Mercadante, the Faculty Governance Organization (FGO) President, presented information on the Faculty Senate. He explained to the Board that the Senate meets at the campus level. There are 35 senators that meet once a month and five Chairs that meet with Dr. Law once a month. He also explained that the FGO was currently working on the General Education Core class issue. There was a survey of faculty who wished to apply to serve at the State level to bring

MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

thoughts about what courses should be offered for the Core classes. There are five names of faculty members that have been sent to the State level. The goals of the FGO are also focused on student success. One initiative involves faculty who donate their personal computers to students. Students can get them from the Library. The FGO also has a $2,000 award for students as well as Creativity Awards that recognized five faculty members this year who were especially creative. Dr. Mercandante also mentioned the Faculty Emeriti Award and that there were currently 30 faculty emeriti. There were no follow-up questions from the Board.

11-425.   **Under Item VI, Old Business**
Under Old Business, Midtown Update

- Enrollment & Student Flow
- Facilities Need
- Structure & Finance Option

Item VI.A.1, 2 & 3:
Dr. Law commented that there was work done on the three discussion topics listed above. The issues of facilities need and student flow need to be clear and there would be a separate presentation on the finance options. Chairman Gibbons clarified that the Structure & Finance Option required a decision from the Board. Mr. Gibbons recommended that Dr. Law work with a community expert on writing the Request for Qualifications (RFQ) for the construction side of the proposal: Mr. Louis Moore, the Director of Purchasing & Materials for the City of St. Petersburg.

Dr. Kevin Gordon addressed questions that the Board asked previously regarding the Mid-town facility project:

What do we expect to accomplish?
Dr. Gordon explained that the Midtown facility would provide academic programs and services that allow students to complete a degree onsite. It would become a central force for education in the under-served Midtown area. The facility would also provide workforce development programs in partnership with other community-based programs.

What is the expected Return On Investment in terms of capacity?
Dr. Gordon walked the Board through a series of slides examining the projected growth and estimated that the Midtown facility would be able to serve approximately 4,000 enrollments per semester with an average course load of six to nine hours. Mr. North inquired if the facility was at capacity and Dr. Law answered that it was. He furthered inquired about the capacity level at each site and Dr. Law said he would provide this information to the Board.

Mr. North asked for specific data around future costs of the new facility. While he expressed support for providing services to Midtown, he questioned whether future enrollments there would support the facility. Dr. Law expressed that historically, as were the cases at the Tarpon

and Downtown campuses, the new facilities drove an increase in enrollments and higher throughput. Mr. North expressed a concern that the proposed facility would overlap with Downtown and St. Pete/Gibbs campuses. Dr. Law responded that the Midtown area was underserved and that a facility there would serve that community.

Mr. Brett expressed that there was much excitement about building a facility in Midtown and he hoped that it would become a hub for the community. Mr. North commented that he wanted to be sure that a financial decision of this magnitude would not adversely affect the rest of the students in terms of tuition increases. Mr. Fine added that the financial questions and answers will reflect on size and scope of project and how it will ultimately be financed. Dr. Law stated that it would be relatively easy to translate student flow into finances.

What should the building look like?
Dr. Gordon continued his presentation with a review of the floor plan for the new facility. In response to the Board's suggestions, the original atrium design has been adjusted to allow for more classroom space. There has been space allocated for classrooms, science labs, computer labs, advising and career services, disability resources, financial aid, library and learning support, open use space, testing, food services, a book store, community rooms, faculty offices, multipurpose space and student gathering areas.

Dr. Law then addressed the Structure and Finance Option for the new facility. He requested the Board's permission to put together a plan for third-party financing for Board review and approval. The College has the funds to pay outright for the facility, but he expressed that there may be options for saving money and moving the project forward. When Mr. North asked why the College would choose this option, Dr. Law responded that there was not enough funding for upcoming projects, especially the $10M for the Clearwater campus library. He expressed the concern that the building is old and in need of repairs and he did not want to wait until it was an emergency to replace it.

Dr. Doug Duncan, Senior Vice President, Administrative/Business Services and Information technology, explained the seven-year lease/purchase approach to financing the new facility which would allow funding for the other capital improvement projects as well. The State has a cap on available capital improvement fees and the College is not currently at that cap, but would move toward it and reach it in the fourth year of the lease. Dr. Duncan commented that the estimate was conservative in that it is based on current enrollment as well as having an anticipation that the State does not move the cap. Dr. Duncan also discussed the various phases for the financing timeline which included: Phase 1 Request for Qualifications, Phase 2 Selection Process, Phase 3 Interviews & Board Approval and Phase 4 Project commencement.

Mr. Fine asked about plans for fund development and expressed surprise that this has not been part of the discussion around the facility so far. Dr. Law replied that they have been looking at other universities and that there may be funding for equipment and scholarships but the College did not have much history in the private sector for buildings. Chairman Gibbons suggested that

MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

the question be put to Frances Neu of the Foundation about how much money she thinks could be raised.

The Board continued to discuss the lease/purchase option for financing the building of the Midtown center. Mr. North asked for additional time to consider this proposal and it was agreed that Dr. Law would meet with each Board member separately. Chairman Gibbons asked for clear direction from the Board and stated that he would like to have a project by January 2013 at the latest. Mr. Brett asked for clarification on the agenda item. Dr. Law responded that it was permission to develop an RFQ and to begin the interview process with third-party financiers. Chairman Gibbons clarified that Mr. Louis Moore worked for the City of St. Petersburg and would be helpful in providing guidance for construction portion. Mr. Brett moved that Dr. Law put out an RFQ and begin to talk to third-party financiers. Mr. Fine seconded the motion. The motion passed unanimously.

11-426. **Under Item VII-A, Student Success and Achievement**
None

11-427. **Under Item VII-B, Bids, Expenditures and Contracts**
None

11-428. **Under Item VII-C, Other Expenditures and Contracts**
None

11-429. **Under Item VII-D, Grants/Restricted Funds Contracts**
The Board considered Items VII-D.1a-, Applications for and Acceptance of Grants/Restricted Funds (if awarded). Mr. Brett moved approval. Mr. North seconded the motion. The motion passed unanimously.

Information regarding these items is as follows:

- National Science Foundation—Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM) Program

- Gateway to College National Network – Gateway to College Program

- U.S. Department of Labor Employment and Training Administration - WorkNet Pinellas Veterans Workforce Investment Program

11-430. **Under Item VII-E, Capital Outlay, Maintenance, Renovation, and Construction**
The Board considered Capital Outlay, Maintenance, Renovation, and Construction Items VII-E.1. Mr. Brett moved approval of Items VII-E.1. Mr. North seconded the motion. The motion passed unanimously.

MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

11-431.   **Under Item VII-F, Agency Billings**
None

11-432.   **Under Item VII-G, Administrative**
The Board considered Personnel Items VII-G.1.a. Mr. Brett moved approval. Mr. North seconded the motion. The motion passed unanimously.

Information regarding these items is as follows:

Human Resources
Item VII.G.1.a – Personnel Report

Dr. Law explained that the item submitted for approval was the staffing of adjuncts.

Item VII.G.1.b – Health Insurance
Ms. Patty Jones provided additional information regarding the changes to the Health Plan for St. Petersburg College staff. The Insurance Committee is recommending that there be no increase/changes to the employee monthly premium or to the high-deductible/low premium with a Health Savings Account (HSA) plan. The Committee recommends encouraging better plan consumerism by establishing deductibles on the traditional (non-HSA) plans. The Committee wants to strongly encourage the use of HSA's to help offset the impact of the deductible. The employee who establishes an HSA would have full access to the funds on day one (January 1, 2013) of the plan year. There is a maximum contribution of $2,500 into an HSA for 2013. Participation in other wellness activities such as biometric screening and Health Risk Assessment would earn employees preferred cost for health insurance in 2014. Lastly, the Committee recommends providing workshops, online tools and phone/email support in order to better inform and equip employees in the use of their health plans.

Dr. Duncan commented that the health plan was using reserve funds towards claims prior to January 2012 and at this point in time almost all of that money has been recouped due to reduction in claims. There is approximately $8M in reserve at this time. He reported that the Committee considered many options before reaching their recommendations.

Ms. Jones shared the timeline with the Board: Open enrollment begins in November with the new plan taking effect January 1, 2013. Dr. Law commented that if the employee becomes responsible for the first dollar of cost it could change the way employees think about health care.

Item VII.G.1.c - Information Regarding Advertising and Recruitment of Administrative Position
Dr. Law explained that this was an effort to keep the Board informed on how the College recruits for key positions.

MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Finance
Item VII.G.2.a – Finance
Dr. Duncan briefly reviewed the financial report. He summarized that the drop in tuition is trending 2% lower and expenses are on track. There were no questions from the Board.

11-433.   **Under Item VII-H, Proposed Changes to BOT Rules Manual**
None

11-434.   **Under Item VII-I,**
The Board considered Item VII-I, Student Tuition and Fees Report. Mr. Fine moved approval. Mr. Brett seconded the motion.   The motion passed unanimously.   There was no additional discussion.

11-435.   **Under Item VIII, President's Report**
Under the President's Report, Dr. Law asked Ms. Jackie Skryd, Director of Grant Development, to share information regarding a trade Adjustment Assistance Community College and Career Training (TAACCCT) $15M grant for which the College submitted an application. Ms. Skryd anticipated a visit from Secretary Solis at noon September 19, 2012, at which time the College would learn if they received the grant. The grant funds support a program called TRADE – Transforming Resources for Accelerated Degrees and Employment. Ms. Skryd has been working in partnership with 38 manufacturing organizations to assess their skill needs. The grant would support education in the area of advanced manufacturing positions and allow students to stack or lattice credentials which could allow them to gain certification or a degree more quickly. There are opportunities for both internship and online training in this area. Ms. Skryd anticipates increased enrollment for this course of study and believes the model is replicable in other areas as well.

Dr. Law emphasized the importance of this grant and thanked Ms. Skryd and her team for the outstanding work on the grant.

11-436.   **Under Item IX, Future Agenda Items**
None

11-437.   **Under Item X, Next Meeting Date and Site**
The Board confirmed its next meeting date and site as October 16, 2012, 8:30 a.m., at the Epi Center.

11-438.   **Under Item XI, Adjournment**
Having no further business to come before the Board, Chairman Gibbons adjourned the meeting at 11:04 a.m.

MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

V – C Brock

The mission of **Ready for Life** is to engage foster care youth, private citizens and public resources to assist Pinellas County foster youth in a successful transition to adulthood

- Provides a communications link between youth and the resources available to assist them
- Facilitates interaction between youth, service providers and community groups and individuals to improve the transition process
- Identifies areas in which their community can develop new services and strengthen existing services to provide a comprehensive support system
- Promotes collaboration among agencies and encourages youth involvement in program planning

SPC – Ready for Life Partnership
- Rally Your Future
- Truly Amazing Resource Race
    - Youth Council

V- C Smiley

SLS Triangle of Success (TOS): A Comprehensive SLS Strategy for Promoting Student Success

September 18, 2012

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

SUBJECT: Advertisement for Project Development and Financing, Midtown Center

Board support is sought to begin the process of procuring services related to the Midtown Education Center project development and financing.

The Board of Trustees, at its July 19, 2011, meeting approved the selection of an architectural firm to provide architectural, engineering and design services, including planning and study activities related to the construction of a new facility. On April 19, 2012, the Board of Trustees entered into a Lease and Development Agreement with the City of St. Petersburg for a 50 year lease on the property for purposes of developing the new Midtown Center.   A Joint Use Agreement for the shared use of adjacent property leased from the City to the Johnnie Ruth Clarke Health Center was executed.

The College has the need for professional services related to project financing, and is seeking authorization to advertise for these services and to recommend firms to the Board, following a selection process conducted pursuant to the Florida Statutes, 287.055, the Consultant's Competitive Negotiations Act.

The competitive solicitation and selection process would include a Request for Qualifications (RFQ) through which professional services related to securing development and construction financing for the project.

All viable financial structures will be considered such as the use of developer planning and financing, lease purchase agreements, and other tax equity options for financing (selection criteria attached).

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology, and James Pedicone, Acting Director, Design and Construction Services recommend approval.

slg

REQUEST FOR QUALIFICATIONS (RFQ)
Project Financing
Midtown Project

The following is a summary of information regarding criteria for a competitive solicitation for qualifications for financing of the Midtown project.

❖ The qualified bidder will be able to verify ability to secure financing of the project in accordance with the project construction draw schedule, and structure financing to take advantage of access to state and federal tax credit programs. The financing structure will include the use of a lease agreement with the College for a term of not less than seven years to be structured in accordance with provisions of the Florida Statutes allowing for the use of pledged revenue from student capital improvement fees and other funding sources.

❖ Bidders will submit a response in two parts. The response as to the Technical Qualifications (experience, credit rating, references) and a Finance/Cost Proposal (Plan of Finance, interest rate amount and type, lease payment per square foot, lease terms) will be evaluated to determine the best proposal. The evaluation process will be designed to award the contract resulting from a Request for Qualifications based on cost as well as the offering of the best combination of attributes based on the evaluation criteria to include emphasis on local impact relative to the scope of minority and local community participation.

❖ **Technical Qualifications** would include proven credentials and experience with similarly financed projects, which may include tax finance enhancements from state and federal tax credit programs. Successful proposals will include evidence of a positive credit rating, as well as descriptive narratives detailing evidence of ability to deliver the financing structure, services sought, and project plan.

❖ The **Cost Proposal** will include the proposed pricing of negotiated financing terms for the design and construction costs of the project within an identified range. Plan of Finance elements for evaluation include the interest rate on financing within a variable or fixed rate structure, the term of financing, the amount of lease payment per square footage, and the proposed payment schedule.

❖ The selected bidder will provide a Plan of Finance that outlines a structure for the financing of the project and the lease, and will enter into a lease agreement and contract with the College to include the terms, conditions, certifications and assurances outlined on the Request for Qualifications.

V – Midtown Update

Midtown Update

BOT Meeting
September 2012

BOT September Meeting 2012

Questions asked...

Review of August meeting

1. What do we expect to accomplish at this campus?
2. What's the Cost and how many SSH's would it take to get a return on our costs?
3. Where is the information explaining what happened over the years at Midtown and what would it take to move forward?
4. What is the capacity of students served in our current building? Are we beyond capacity now?
5. What is the DT campus capacity?

2

Within Reach

St. Petersburg College

SPC
What do we expect to accomplish?

> To provide academic programs and services that allow students to **complete** a degree, certificate or training that will put them to work

> To be a central force for education in the historically underserved Midtown and South St. Petersburg community

> To support the revitalization of the Midtown Corridor by providing **workforce development** programs and services in partnership with other community based organizations

3

Within Reach

St. Petersburg College

SPC
ROI...Midtown Capacity

Factors	Projected Capacity	Extended Capacity (+25%)
Number of Seats	538	
Number Credit Hour Courses in a Day	7	
Total	3,766	4708
85% Capacity	3,201	4,001

Actual Average Load: 4 credit hours					
	2012	2015	2018	2021	2024
Fall 2012 Credit Course Enrollments	1,866	2,160	2,501	2,895	3,351

Projected Average Load: 6 credit hours					
	2012	2015	2018	2021	2024
Fall 2012 Credit Course Enrollments		3,214	3,720	4,306	4,985

Source: PeopleSoft Data Extract (Queries run on 3/01/12).
Note: Projections are calculated using 5% year-over-year growth. Years where 85% capacity is met are highlighted in black.

4

Within Reach

SPC
St. Petersburg College

Midtown Enrollment Trends

Enrollment	Fall 2009	Fall 2012	% Growth
Headcount	215	461	114%
Course Enrollments	268	617	130%
Student Semester Hours (SSH)	856	1,866	118%
Average Credit Load	4	4	---

Source: PeopleSoft Data Extract, 9/11/12

An Achieving the Dream Institution

5

Within Reach

SPC
St. Petersburg College

Campus Comparison

Comparison	Proposed DT/MT	Clearwater	St. Pete/ Gibbs	Tarpon Springs	Seminole
Square Footage	217,904*	334,192	507,540	319,675	241,745
Classrooms	27	28	60	25	24
Computer Labs	7	9	9	2	5
Science Labs	5	12	13	6	4
Student Stations	1,341	2,429	3,148	1,830	1,254

Source: SPC Facilities

*Excludes space allocated to the parking garage-approx. 125,000 is SPC & joint use.

An Achieving the Dream Institution

6

Pinellas County Zip Codes

1. Tarpon Springs Campus
2. Clearwater Campus
3. Seminole Campus
4. St. Petersburg/Gibbs Campus
5. Downtown/Midtown Campus

Note: all areas are a five (5) mile radius

7

Questions?

8

Within Reach
St. Petersburg College
SPC

Facilities

An
Achieving
theDream
Institution

9

Within Reach
St. Petersburg College
SPC

What should the building look like?

- Classrooms
- Science labs/Computer labs
- Advising/Career Services
- Financial Aid
- Disability Resources
- Library/Learning Support Center
- Open use space

- Testing
- Food Service
- Bookstore
- Community Room
- Student gathering/activity space
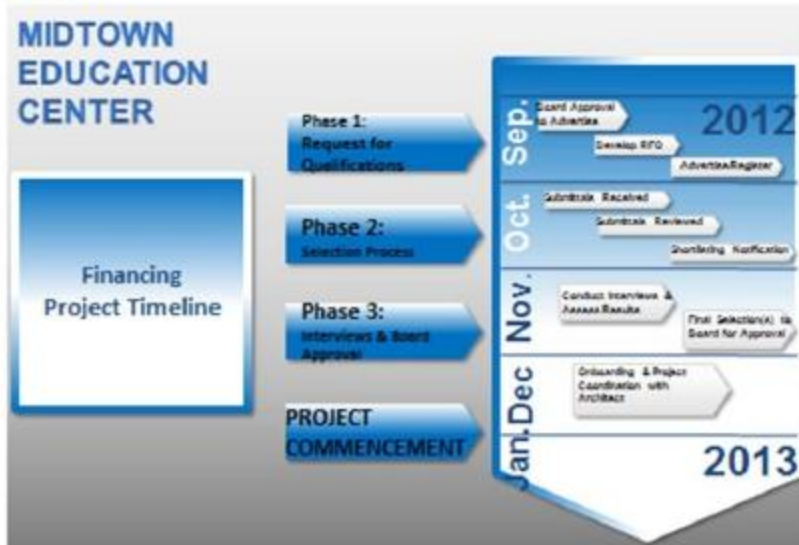- Faculty/Staff Offices
- Multipurpose Space

An
Achieving
theDream
Institution

10

Questions?

11

Finance

12

46253

September 18, 2012

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

SUBJECT: National Science Foundation—Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM) Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the National Science Foundation by St. Petersburg College for the Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM) Program grant. Known as 'Tampa Bay Supporting Education & Employment Development in STEM' (SEEDS) program, SPC proposes to provide $4,500 scholarships to 100 academically talented and financially needy students pursuing an education in Science, Technology, Engineering, Math or related fields. **Permission is also sought to accept funding for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.**

The goal of the Tampa Bay SEEDS Program is to strengthen the STEM skills of Tampa Bay's future workforce by supporting academically talented and financially disadvantaged students through to graduation and employment in STEM fields. Scholarship funds will support students enrolled full-time in select STEM related Associate in Science degree, General Education Associate in Arts degree, and Bachelor of Science in Biology degree programs. Tampa Bay SEEDS will focus recruitment through Pinellas County Schools' Academies of Pinellas and SPC's student body. Recruitment will target women, veterans, minorities and low-income students to STEM disciplines.

SEEDS will maximize SPC's existing College Experience initiatives and will also provide dedicated individualized academic support services, peer group activities and mentoring. Additionally, SEEDS scholars will receive hands-on career development and placement activities such as job shadowing, career coaching and internship opportunities.

The estimated period of performance will be from January 1, 2013 through December 31, 2018. The total project budget is projected to be $524,555 over five years. The College anticipates an in-kind contribution (for academic and student support services) in the amount of approximately $183,648 over the five-year period. See attached Information Summary for additional information.

Suzanne L. Gardner, Acting General Counsel; Anne Cooper, Senior Vice President, Academic & Student Affairs; John Chapin, Dean, Natural Science; and Bill Hemme, Math Department Chair, recommend approval.

Attachment   js0905122

BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting: September 18, 2012

Funding Agency or Organization: National Science Foundation

Name of Competition/Project: Scholarships in Science, Technology,
                                        Engineering, and Mathematics (S-STEM)
                                        Program

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 1/1/13 **End:** 12/31/18

Cabinet Member: John Chapin

Manager: Bill Hemme

Focus of Proposal:
SPC proposes the 'Tampa Bay Supporting Education & Employment Development in STEM' (SEEDS) program that will provide $4,500 scholarships to 100 academically talented and financially needy students pursuing an education in STEM related fields. The goal of the Tampa Bay SEEDS Program is to strengthen the STEM skills of Tampa Bay's future workforce by supporting academically talented and financially disadvantaged students through to graduation and employment in STEM fields. Recruitment will target women, veterans, minorities and low-income students to STEM disciplines**.**

Scholarship funds will support students enrolled full-time in the Associate in Science degree programs: Engineering Technology, Environmental Science Technology, Information Technology Security, Computer/Web Programming and Computer Networking. Additionally, it will serve students in the General Education Associates in Arts degree program with a declared sub plan in Biological Science, Physical Science, Math Science, Computer Science or Engineering. The scholarship will also serve students enrolled in the Biology Bachelor of Science degree program.

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

Personnel	$ 17,010
Fringe	$ 5,445
Travel	$ 34,600
Supplies/Materials	$ 7,500
Other - Scholarships	$ 450,000

BOT – September 18, 2012 – Information Summary –
National Science Foundation—Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM) Program
Attachment – Page 1

46256

Other – Consulting Services	$ 10,000
Total Request	$ 524,555

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	$ 708,203
Total amount from funder:	$ 524,555
Amount/value of match:	Cash: N/A
	In-kind: $ 183,648
Required match or cost sharing:	No X Yes
Voluntary match or cost sharing:	No Yes X
Source of match/cost sharing:	SPC Student Support Services; SPC Academic Support Services
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	$ 183,648
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Goals and Institutional Initiatives Addressed:

College Goal: I. Expand student access to baccalaureate programs, bachelor's degrees, graduate degrees, and careers; as well as prepare lower division students for successful transfer into baccalaureate programs through the associate in arts and articulated associate in science degree programs

Institutional Initiative(s): 1. Develop and implement new academic programs/program tracks in high-demand areas in response to workplace and student demands

SPC 7/24 Initiative Addressed:

Focus: 1. Focus on Student Success

Observable Project: 1. Student Support Systems

September 18, 2012

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

SUBJECT: Gateway to College National Network – Gateway to College Program

**Confirmation is sought for a proposal that was submitted, subject to Board of Trustees'
approval, to the Gateway to College National Network by St. Petersburg College for the
Gateway to College grant opportunity.** The Gateway to College program is a nationally-
recognized dual credit program that serves youth who have dropped out of high school or are
significantly behind in credit and unlikely to graduate. Current high school students would
participate in a full-time program at St. Petersburg College which would include course work to
assist them in obtaining their high school diploma and college credit. **Permission is also sought
to accept funding for this proposal, if awarded, and enter into any amendments, extensions
or agreements, as necessary, within the original intent and purpose of the grant.**

SPC will partner with Pinellas County Schools to serve 300 high school students over three years
through the Gateway to College program. Through an application process, 50 students will be
enrolled each semester, with the first cohort of students beginning Fall 2013. Classes will be
taught at the Downtown Campus by SPC faculty with K-12 certifications.   Students will
participate in traditional high school classes, online course work and dual enrollment courses.
Students will also receive wrap-around supports to meet their social and emotional needs in an
environment that fosters the development of knowledge and skills necessary to succeed in school
and life. It is anticipated that students will take an average of two years to complete the program
and obtain their high school diploma and attain college credit simultaneously.

The estimated period of performance will be from January 1, 2013 through December 30, 2015.
The total project budget is projected to be $325,000 over three years, covering start-up costs,
planning and early implementation activities.   Gateway to College National Network funding
will be supplemented by state K-12 funding, based on an estimated rate of 95% of Pinellas
County Schools' average Full-Time Equivalent (FTE) amount of $5,260, totaling an estimated
$4,997 per student, or $1,559,064 over three years. An estimated $1,244,063 will be contributed
as in-kind resources by SPC representing administrative support, facilities, dual enrollment
tuition, academic affairs and student support services.   See attached Information Summary for
additional information.

Suzanne L. Gardner, Acting General Counsel; Anne Cooper, Senior Vice President, Academic &
Student Affairs; and Catherine Kennedy, Associate Vice President, University Partnership
Center, International and Accelerated Programs, recommend approval.

Attachment

js0831122

BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting: September 18, 2012

Funding Agency or Organization: Gateway to College National Network

Name of Competition/Project: Gateway to College

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 1/1/13   **End:** 12/31/15

Cabinet Member: Anne Cooper

Manager: Catherine Kennedy

Focus of Proposal:
The Gateway to College program will allow access to dual enrollment opportunities for an at-risk high school student population that traditionally is not eligible for college preparatory programs. Students identified as at risk of dropping out of high school or having already dropped out of high school will be given a unique opportunity to work toward their high school diploma and receive college credit through a program that targets their individual needs.

Staff will conduct recruitment efforts year round in addition to soliciting referrals from local high schools, alternative education programs and community organizations. Through an application process, 50 students will be enrolled each semester in the Gateway to College program at SPC. Students will participate in traditional high school classes, online course work and dual enrollment courses all at the SPC Downtown Campus. Students will also receive wrap-around supports to meet their social and emotional needs in an environment that fosters the development of knowledge and skills necessary to succeed in school and life. It is anticipated that students will take about 2 years to complete the program and obtain their high school diploma. Gateway to College staff will include a program director, two resource specialists, an administrative assistant and instructors who are able to teach both K-12 and college curriculum.

SPC will partner with Pinellas County Schools to align current programs and offerings, as well as develop additional curriculum to assist Gateway to College students in achieving their goals. Furthermore, Pinellas County Schools has agreed to support the Gateway to College program by providing a portion of the District's per student FTE for students enrolled in the program. It is estimated that 95% of the average student FTE of $5,260 will be contributed to the program, totaling an estimated $4,997 per student. The K-12 funding will allow the program to be self-sustaining after the Gateway to College National Network funding has been expended in 2015.

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

Personnel	$ 238,355
Fringe	$ 29,059
Equipment	$ 6,981
Supplies	$ 5,759
Travel	$ 28,602
Training	$ 6,100
Other – Books, Tuition & Fees	$ 10,144
Total Budget	$ 325,000

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	$ 3,128,127
Total amount from funder:	$ 325,000
Amount/value of match:	Cash: $ 1,559,064 (State K-12 Funding)
	In-kind: $ 1,244,063 (SPC)
Required match or cost sharing:	No Yes X
Voluntary match or cost sharing:	No X Yes
Source of match/cost sharing:	Pinellas County Schools
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	$ 1,559,064
Other: Personnel/Fringe	N/A

College Goals and Institutional Initiatives Addressed:

College Goal:	V.	Provide challenging educational opportunities for area high school students through dual enrollment, charter school and similar programs.
Institutional Initiative(s):	1.	Expand outreach to county high schools, private high schools, and home school students in an effort to increase the number of students making the transition from high school to college through Dual Credit and Early Admissions programs.

SPC 7/24 Initiative Addressed:

Focus:	1.	Focus on Student Success
Observable Project:	1.	Student Support Systems

BOT – September 18, 2012 – Information Summary –
Gateway to College National Network – Gateway to College Program
Attachment - Page 2

46260

September 18, 2012

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

SUBJECT: U.S. Department of Labor Employment and Training Administration—WorkNet Pinellas–Veterans Workforce Investment Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Labor Employment and Training Administration, by WorkNet Pinellas in partnership with St. Petersburg College for the Veterans Workforce Investment Program (VWIP) grant. VWIP programs assist eligible veterans by providing employment, training and support services with an emphasis on implementing innovative approaches that increase the number of veteran participants who complete industry-recognized training programs and who receive occupational credentials and certifications to improve their overall competitiveness in the civilian workforce. SPC's role will be to help train and place veterans in Project Management, targeting newly separated veterans. **Permission is also sought to accept funding for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.**

VWIP grants are intended to address the following objectives: 1) To provide services to assist in reintegrating eligible Veterans into meaningful employment within the labor force; 2) To stimulate the development of effective service delivery systems that will address the complex employability problems facing eligible Veterans; and 3) To increase the skills and competency level of veteran participants through longer-term training that results, whenever feasible, in industry-recognized credentials for jobs, occupations, and industries that are in demand within a targeted service area. SPC will provide Project Management training to a cohort of 20 veteran students through the College of Business. It is anticipated that students will enter one of two tracks: 1) the post baccalaureate certificate in Project Management targeting those who already have a Bachelor's Degree and want to obtain the Project Management Institute (PMI) industry certificate, or 2) the Project Management track as part of the Management & Organizational Leadership degree for those who don't have a degree but might have credits or an AA/AS degree. The training will give students 1000 hours towards the PMI exam. Funding will help cover tuition, books and fees.

The estimated period of performance will be from October 1, 2012 through September 30, 2015. The total project budget is projected to be $1,250,000 over three years. Of this amount, the College anticipates receiving approximately $70,000 for its services over this same three-year period. See attached Information Summary for additional information.

Suzanne L. Gardner, Acting General Counsel; Anne Cooper, Senior Vice President, Academic & Student Affairs; and Greg Nenstiel, Dean, College of Business, recommend approval.

Attachment

js0906122

Date of BOT Meeting: September 18, 2012

Funding Agency or Organization: U.S. Department of Labor Employment and
Training Administration—WorkNet Pinellas

Name of Competition/Project: Veterans Workforce Investment Program

SPC Application or Sub-Contract: Sub-Contract

Grant/Contract Time Period: **Start:** 10/1/12 **End:** 9/30/15

Cabinet Member: Anne Cooper

Manager: Greg Nenstiel

Focus of Proposal:

VWIP programs assist eligible veterans by providing employment, training, and support services with an emphasis on implementing innovative approaches that increase the number of veteran participants who complete industry-recognized training programs and who receive occupational credentials and certifications to improve their overall competitiveness in the civilian workforce.

As a subcontracted training provider, SPC will provide Project Management training to a cohort of 20 veteran students through the College of Business. It is anticipated that students will enter one of two tracks: 1) the post baccalaureate certificate in Project Management targeting those who already have a Bachelor's Degree and want to obtain the PMI industry certificate, or 2) the Project Management track as part of the Management & Organizational Leadership degree for those who don't have a degree but might have credits or an AA/AS degree. The training will give students 1000 hours towards the PMI exam.   Funding will help cover tuition, books and fees.

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

Other – Tuition, Books & Fees	$70,000
Total Budget	$70,000

Funding: –
Total proposal budget: (includes amount
requested from funder, cash and in-kind
matches listed below) $70,000
Total amount from funder: $70,000

BOT – September 18, 2012 – Information Summary –
U.S. Department of Labor Employment and Training Administration
WorkNet Pinellas—Veterans Workforce Investment Program
Attachment - Page 1

46262

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

Amount/value of match:	Cash: N/A In-kind: N/A
Required match or cost sharing:	No X Yes
Voluntary match or cost sharing:	No X Yes
Source of match/cost sharing:	N/A
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Goals and Institutional Initiatives Addressed:

College Goal:	I. Expand student access to baccalaureate programs, bachelor's degrees, graduate degrees, and careers; as well as prepare lower division students for successful transfer into baccalaureate programs through the associate in arts and articulated associate in science degree programs.
Institutional Initiative(s):	1. Develop and implement new academic programs/program tracks in high-demand areas in response to workplace and student demands.

SPC 7/24 Initiative Addressed:

Focus:	5. One College
Observable Project:	Workforce and Community Mission

September 18, 2012

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

SUBJECT: Disposition of Surplus or Obsolete Property (Survey # 544)

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 GX620 model be moved to surplus. Any laptop computer comparable to or older than the Dell D830 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	Acquisition Amount
01345	Time Meter Air W/Compres	8/1/1979	Obsolete	$1,250.00
07887	Rotational Dynamics Syst	4/1/1992	Obsolete	$1,373.00
09302	Evacu-Trac	7/1/1995	Obsolete	$1,995.00
09304	Dental Chair:A-Dec	3/1/1995	Obsolete	$5,890.34
09432	Amplifier:Rotel	8/1/1995	Obsolete	$1,360.20
09433	Amplifier:Rotel	8/1/1995	Obsolete	$1,360.20
09500	Vcr:Burle	7/1/1995	Obsolete	$1,304.00
10833	2 St High/Low Pulley Mac	2/20/1997	Obsolete	$2,300.75
10839	Crane Dental Chair Lights	12/16/1997	Obsolete	$1,018.00
11021	Computer Server Rack/Mgt	3/20/1997	Obsolete	$8,535.91
11046	Printer:Lexmark	5/20/1997	Obsolete	$2,089.24
11791	Printer:Lexmark S1650	7/14/1997	Obsolete	$1,422.95
12509	Printer:Lexmark 1855N	3/23/1999	Obsolete	$1,308.91
12731	Printer:Lexmark 1650N	4/15/1998	Obsolete	$1,301.41
12775	Laptop Computer:Dell Inspiron	5/12/1998	Obsolete	$2,343.00
12830	Printer:Lexmark Laser S1650N	5/27/1998	Poor	$1,296.81
13031	Printer: Lexmark 1855N	8/7/1998	Obsolete	$1,308.91
15224	Printer:Lexmark 1855N	8/31/1999	Obsolete	$1,308.26
15884	Computer: Dell P6400	10/8/1999	Obsolete	$1,387.00
17119	Printer:Lexmark 1275N	5/11/2000	Obsolete	$2,177.49

17141	Server:Dell PowerEdge 2400	6/14/2000	Obsolete	$5,023.41
17146	Computer:Dell GX110T	6/15/2000	Obsolete	$1,237.00
17308	Laptop Computer:Dell Latitude	6/19/2000	Obsolete	$2,590.20
17617	Camcorder:Panasonic	11/30/2000	Poor	$1,047.00
18479	Printer:Epson	4/27/2001	Obsolete	$2,349.95
18539	Printer:Lexmark T610N	12/4/2000	Obsolete	$1,124.98
18557	Laptop Computer:Dell Latitude	12/19/2000	Obsolete	$3,290.00
19514	Sidex Intradral Imaging Unit	6/29/2001	Obsolete	$4,966.49
19517	Sidex Intradral Imaging Unit	6/29/2001	Poor	$4,966.49
19767	PowerMac G4:Apple	12/18/2001	Obsolete	$1,772.00
20141	Computer:Dell GX150	7/24/2001	Obsolete	$1,308.00
20438	Poster Printer:Proimage	10/3/2001	Obsolete	$3,995.00
20453	Steam Vapor Machine:Robby	12/7/2001	Poor	$1,395.00
20665	Computer: Sunblade 100	8/2/2002	Obsolete	$1,382.05
20666	Computer: Sun Blade 100	8/2/2002	Obsolete	$1,382.05
20668	Sun Micro Computer System	8/6/2002	Obsolete	$1,435.25
20852	Computer: Dell GX240	11/13/2001	Obsolete	$1,302.95
20882	Computer: Dell GX240	11/3/2001	Obsolete	$1,548.95
20900	Computer:Dell 330	11/6/2001	Obsolete	$4,077.00
21037	Computer:Dell 330	11/6/2001	Obsolete	$4,077.00
21429	Server: Dell 1650	5/17/2002	Obsolete	$5,750.49
21506	Computer:Apple G4	3/20/2002	Obsolete	$4,581.00
22161	Computer:Dell 530	4/23/2002	Obsolete	$3,963.00
22811	Computer: Dell GX260T	6/12/2002	Obsolete	$1,513.00
23108	Computer: Dell GX240	7/18/2002	Obsolete	$1,720.09
23229	Instructor Station: Nova	9/17/2002	Poor	$1,393.06
23998	Laptop Computer: Dell Latitude	1/15/2003	Obsolete	$3,159.71
24101	Laminating System:3M	5/15/2003	Poor	$1,212.95
24400	Projector:Epson	11/22/2002	Obsolete	$6,725.83
24484	Server:Dell 6650	2/13/2003	Obsolete	$14,508.00
24522	Laptop Computer: Dell M50	3/4/2003	Obsolete	$3,798.00
24640	Computer:Dell 650	3/7/2003	Obsolete	$8,204.55
24642	Computer:Dell 650	3/7/2003	Obsolete	$8,204.55
24655	Computer:Dell 533	4/26/2003	Obsolete	$5,163.00
24794	Computer: Dell GX260T	4/16/2003	Obsolete	$2,163.00
24975	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00
24983	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00
24984	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00
24985	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00
24986	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00
24987	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00
24988	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00
24989	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00
24993	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00

24994	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00
24995	Computer: Dell GX260T	4/22/2003	Obsolete	$1,554.00
25031	Printer:HP	4/22/2003	Poor	$1,251.00
25191	Computer:Apple G4	5/30/2003	Obsolete	$3,917.99
25376	Computer: Dell GX260T	5/2/2003	Obsolete	$1,424.00
25458	Computer: Dell 533	5/1/2003	Obsolete	$5,146.00
25468	Computer: Dell 533	5/1/2003	Obsolete	$5,146.00
25474	Computer: Dell 533	5/1/2003	Obsolete	$5,146.00
25573	Computer: Dell GX260T	4/30/2003	Obsolete	$1,272.00
25586	Computer: Dell GX260T	4/30/2003	Obsolete	$1,272.00
25634	Computer: Dell GX260T	4/29/2003	Obsolete	$1,234.00
25731	Computer: Dell GX260T	4/30/2003	Obsolete	$1,313.00
25787	Computer: Dell GX260T	4/30/2003	Obsolete	$1,234.00
25803	Computer: Dell GX260T	4/29/2003	Obsolete	$1,234.00
25843	Computer: Dell GX260T	4/29/2003	Obsolete	$1,234.00
25889	Computer: Dell Precision 650	5/1/2003	Obsolete	$5,146.00
25890	Computer: Dell Precision 650	5/5/2003	Obsolete	$5,146.00
25911	Computer: Dell Precision 650	5/14/2003	Obsolete	$5,146.00
25927	Access Wireless Point	6/16/2003	Obsolete	$1,150.24
26047	Computer:Dell 533	9/30/2003	Obsolete	$3,288.00
26048	Computer:Dell 533	9/30/2003	Obsolete	$3,288.00
26049	Computer:Dell 533	9/30/2003	Obsolete	$3,288.00
26050	Computer:Dell 533	9/30/2003	Obsolete	$3,288.00
26614	DVD/Video Recorder:Pioneer	11/3/2003	Obsolete	$3,841.00
27049	Laptop Computer:Dell M60	12/15/2003	Obsolete	$3,459.23
27054	Laptop Computer:Apple	11/16/2003	Obsolete	$1,088.00
27077	Computer:Dell Pentium M	5/14/2004	Obsolete	$4,767.79
27242	Server:Dell 2650	5/11/2004	Poor	$3,853.18
27376	Computer:Dell GX270T	11/14/2003	Obsolete	$1,495.00
27379	Computer:Dell GX270T	11/14/2003	Obsolete	$1,495.00
27481	Laptop Computer:Dell Latitude	2/10/2004	Obsolete	$2,020.80
27489	Computer:Dell 650	3/3/2004	Obsolete	$3,150.56
27699	Computer:Dell GX270	4/23/2004	Obsolete	$1,789.60
27711	Computer:Dell GX270	5/3/2004	Obsolete	$1,337.40
27712	Computer:Dell GX270	5/3/2004	Obsolete	$1,337.40
27713	Computer:Dell GX270	5/3/2004	Obsolete	$1,337.40
27749	Computer:Dell GX270	3/29/2004	Obsolete	$1,621.00
27759	Computer:Dell GX270	3/29/2004	Obsolete	$1,621.00
27761	Computer:Dell GX270	3/29/2004	Obsolete	$1,621.00
27822	Laptop Computer:Dell Latitude	4/13/2004	Obsolete	$1,922.90
27824	Laptop Computer:Dell Latitude	4/13/2004	Obsolete	$1,922.90
27825	Laptop Computer:Dell Latitude	4/13/2004	Obsolete	$1,922.90
27830	Laptop Computer:Dell Latitude	4/13/2004	Obsolete	$1,922.90
27833	Laptop Computer:Dell Latitude	4/13/2004	Obsolete	$1,922.90
27836	Laptop Computer:Dell Latitude	4/13/2004	Obsolete	$1,922.90
28050	Computer:Dell GX270	6/2/2004	Obsolete	$1,676.49

28051	Computer:Dell GX270	6/2/2004	Obsolete	$1,676.49
28264	Projector:Eiki	8/31/2004	Obsolete	$6,131.18
28298	LCD Projector:Eiki	11/19/2004	Obsolete	$9,729.37
28300	LCD Projector:Eiki	11/19/2004	Obsolete	$9,729.37
28301	LCD Projector:Eiki	11/19/2004	Obsolete	$9,729.37
28628	Server:Dell PowerEdge 2600	10/6/2004	Obsolete	$4,518.73
28708	Server:Dell	6/23/2005	Obsolete	$2,500.48
28763	Laptop Computer:Dell Latitude	3/24/2005	Obsolete	$1,420.04
28765	Laptop Computer:Dell Latitude	3/24/2005	Obsolete	$1,420.04
28777	Laptop Computer:Dell Latitude	3/24/2005	Obsolete	$1,420.04
28778	Laptop Computer:Dell Latitude	3/24/2005	Obsolete	$1,420.04
28782	Laptop Computer:Dell Latitude	3/24/2005	Obsolete	$1,420.04
28783	Laptop Computer:Dell Latitude	3/24/2005	Obsolete	$1,420.04
28805	Server:Dell	7/1/2005	Poor	$5,238.81
28807	Laptop Computer:Dell M70	7/29/2005	Obsolete	$3,063.00
28810	Laptop Computer:Dell M70	7/29/2005	Obsolete	$3,063.00
28811	Laptop Computer:Dell M70	7/29/2005	Obsolete	$3,063.00
29017	Laptop Computer:Toshiba	12/3/2004	Obsolete	$3,924.21
29052	Laptop Computer:Dell Latitude	12/17/2004	Obsolete	$1,737.86
29090	Laptop Computer:Dell Latitude	1/3/2005	Poor	$1,494.88
29111	Computer:Dell GX280	1/17/2005	Obsolete	$1,659.24
29118	Computer:Dell 370	1/20/2005	Obsolete	$2,039.48
29119	Computer:Dell 370	1/20/2005	Obsolete	$2,039.48
29182	Laptop Computer:Dell M60	2/24/2005	Obsolete	$3,918.95
29236	Computer:Dell GX280	1/26/2005	Obsolete	$1,566.84
29422	Laptop Computer:Dell Latitude	3/9/2005	Obsolete	$1,854.10
29436	Dell Dimension 4700	3/18/2005	Obsolete	$1,638.51
29457	Laptop Computer:Dell Latitude	4/5/2005	Obsolete	$1,913.77
29459	Laptop Computer:Fujitsu	4/5/2005	Obsolete	$3,112.32
29460	Laptop Computer:Fujitsu	4/5/2005	Obsolete	$3,112.32
29461	Laptop Computer:Fujitsu	4/5/2005	Obsolete	$3,112.32
29462	Laptop Computer:Fujitsu	4/5/2005	Obsolete	$3,112.30
29679	Computer:Dell GX280	3/23/2005	Obsolete	$1,214.92
29691	Computer:Dell GX280	3/23/2005	Obsolete	$1,214.92
29692	Computer:Dell GX280	3/23/2005	Obsolete	$1,214.92
29989	Computer:Dell GX280	5/9/2005	Obsolete	$1,165.70
29993	Computer:Dell GX280	5/9/2005	Obsolete	$1,165.70
30050	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30052	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30053	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30054	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30056	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30057	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30058	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00

30059	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30061	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30062	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30064	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30065	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30067	Laptop Computer:Fujitsu	6/1/2005	Obsolete	$1,825.00
30563	Laptop Computer:Fujitsu	6/7/2005	Obsolete	$2,425.00
30564	Laptop Computer:Fujitsu	6/7/2005	Obsolete	$2,425.00
30566	Computer:Dell GX280	6/7/2005	Obsolete	$1,154.89
30725	Projector:Eiki	6/16/2006	Poor	$6,651.22
30752	Universal Presenter:Crestron	4/6/2006	Obsolete	$6,333.29
30753	Dual Touch Panel:Crestron	4/6/2006	Obsolete	$6,755.52
30778	Graphics Scaler: Comprehensive	4/6/2006	Obsolete	$1,372.37
30788	Laptop Computer:Dell M70	5/31/2005	Obsolete	$2,529.70
30789	Laptop Computer:Dell M70	5/31/2005	Obsolete	$2,529.70
30791	Laptop Computer:Dell M70	5/31/2005	Obsolete	$2,529.70
30792	Laptop Computer:Dell M70	5/31/2005	Obsolete	$2,529.70
30793	Laptop Computer:Dell M70	5/31/2005	Obsolete	$2,529.70
30796	Laptop Computer:Dell M70	5/31/2005	Obsolete	$2,529.70
30888	Laptop Computer:Fujitsu	6/30/2005	Obsolete	$1,950.00
30889	Laptop Computer:Fujitsu	6/30/2005	Obsolete	$1,950.00
30890	Laptop Computer:Fujitsu	6/30/2005	Obsolete	$1,950.00
30892	Laptop Computer:Fujitsu	6/30/2005	Obsolete	$1,950.00
30932	Laptop Computer:Dell M70	5/31/2005	Obsolete	$2,529.70
31076	Computer:Dell GX280	6/17/2005	Obsolete	$1,102.75
31077	Computer:Dell GX280	6/17/2005	Obsolete	$1,102.75
31102	Computer:Dell GX280	6/17/2005	Obsolete	$1,102.75
31113	Computer:Dell GX280	6/14/2005	Obsolete	$1,119.91
31378	Computer:Dell 670	8/10/2005	Obsolete	$3,186.00
31380	Computer:Dell 670	8/10/2005	Obsolete	$3,186.00
31477	Laptop Computer:Dell Latitude	8/8/2005	Obsolete	$1,566.00
31565	Laptop Computer:Dell Latitude	8/19/2005	Obsolete	$1,824.07
31573	Laptop Computer:Dell Latitude	8/17/2005	Poor	$2,096.69
31601	Computer:Dell 670	9/7/2005	Obsolete	$3,866.11
31660	Laptop Computer:Dell Latitude	10/4/2005	Obsolete	$2,218.14
31924	Laptop Computer:Dell Latitude	3/8/2006	Obsolete	$2,154.40
31930	Laptop Computer:Dell M70	3/14/2006	Obsolete	$3,885.21
31970	Computer:Dell GX620	4/17/2006	Obsolete	$1,947.99
31974	Computer:Dell GX620	4/17/2006	Obsolete	$1,947.99
32097	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32098	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32099	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32100	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32101	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32102	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32103	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00

32104	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32105	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32106	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32108	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32109	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32110	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32111	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32112	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32113	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32114	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32116	Computer:Dell GX520	8/19/2005	Obsolete	$1,131.00
32147	Computer:Dell GX280	8/19/2005	Obsolete	$1,037.00
32192	Computer:Dell 670	9/7/2005	Obsolete	$3,186.00
32193	Computer:Dell 670	9/7/2005	Obsolete	$3,186.00
32200	Computer:Dell 670	9/8/2005	Obsolete	$3,186.00
32207	Computer:Dell 670	9/8/2005	Obsolete	$3,186.00
32208	Computer:Dell 670	9/8/2005	Obsolete	$3,186.00
32214	Computer:Dell 670	9/14/2005	Obsolete	$3,186.00
32215	Computer:Dell 670	9/14/2005	Obsolete	$3,186.00
32217	Computer:Dell 670	9/14/2005	Obsolete	$3,186.00
32226	Computer:Dell 670	9/14/2005	Obsolete	$3,186.00
32248	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32249	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32250	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32252	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32254	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32255	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32257	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32258	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32259	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32260	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32264	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32266	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32267	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32269	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32271	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32272	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32273	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32275	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32276	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32277	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32278	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32279	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32282	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00

32286	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32287	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32288	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32289	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32290	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32291	Computer:Dell GX620	8/25/2005	Obsolete	$1,003.00
32301	Computer:Dell GX620	8/23/2005	Obsolete	$1,003.00
32306	Computer:Dell GX620	8/23/2005	Obsolete	$1,003.00
32310	Computer:Dell GX620	8/23/2005	Obsolete	$1,003.00
32311	Computer:Dell GX620	8/23/2005	Obsolete	$1,003.00
32526	Computer:Dell GX620	9/1/2005	Obsolete	$1,465.00
32944	Laptop Computer:HP DV5140	6/27/2006	Obsolete	$1,463.72
33077	Computer:Dell GX620	11/17/2005	Obsolete	$1,152.40
33085	Computer:Dell GX620	11/17/2005	Obsolete	$1,152.40
33329	Computer:Dell GX620	1/9/2006	Obsolete	$1,437.25
33337	Computer:Dell GX620	1/9/2006	Obsolete	$1,437.25
33474	Laptop Computer:Fujitsu T4020D	4/28/2006	Obsolete	$3,222.00
33608	Computer:Dell GX620	1/20/2006	Obsolete	$1,152.40
33617	Computer:Dell GX620	1/20/2006	Obsolete	$1,152.40
34048	Laptop Computer:Dell Latitude	3/23/2006	Obsolete	$1,364.96
34049	Laptop Computer:Dell Latitude	3/23/2006	Obsolete	$1,364.96
34050	Laptop Computer:Dell Latitude	3/23/2006	Obsolete	$1,364.96
34051	Laptop Computer:Dell Latitude	3/23/2006	Obsolete	$1,364.96
34052	Laptop Computer:Dell Latitude	3/23/2006	Obsolete	$1,364.96
34053	Computer:Dell GX620	3/22/2006	Obsolete	$1,095.19
34054	Computer:Dell GX620	3/22/2006	Obsolete	$1,095.19
34056	Computer:Dell GX620	3/22/2006	Obsolete	$1,095.19
34057	Computer:Dell GX620	3/22/2006	Obsolete	$1,095.19
34058	Computer:Dell GX620	3/22/2006	Obsolete	$1,095.19
34059	Computer:Dell GX620	3/22/2006	Obsolete	$1,095.19
34060	Computer:Dell GX620	3/22/2006	Obsolete	$1,095.19
34061	Computer:Dell GX620	3/22/2006	Obsolete	$1,095.19
34062	Computer:Dell GX620	3/22/2006	Obsolete	$1,095.19
34517	Laptop Computer:Apple	8/17/2006	Obsolete	$4,207.00
34518	Laptop Computer:Apple	8/17/2006	Obsolete	$4,207.00
35073	Laptop Computer:Apple MBPRO	10/19/2006	Obsolete	$2,869.00
35074	Laptop Computer:Apple MBPRO	10/19/2006	Obsolete	$2,869.00
35075	Laptop Computer:Apple MBPRO	10/19/2006	Obsolete	$2,869.00
35125	Laptop Computer:Dell Latitude	11/13/2006	Obsolete	$1,548.24
35419	Pioneer Dual Drive	1/30/2007	Obsolete	$5,228.12
35489	Laptop Computer:Dell Latitude	9/13/2006	Obsolete	$1,389.42
35592	Laptop Computer:Dell Latitude	11/27/2006	Obsolete	$1,493.28
35594	Laptop Computer:Dell Latitude	11/27/2006	Obsolete	$1,493.28
35602	Laptop Computer:Dell Latitude	11/27/2006	Obsolete	$1,493.28

35604	Laptop Computer:Dell Latitude	11/27/2006	Obsolete	$1,493.28
36192	VISUAL PRESENTER: ELMO	4/18/2007	Obsolete	$1,159.55
36249	Apple Laptop	8/30/2007	Obsolete	$3,792.00
36300	Dell Opti Plex	4/19/2007	Obsolete	$1,278.44
36571	Computer: Laptop	6/12/2007	Poor	$2,491.47
36665	Computer: Laptop	5/30/2007	Poor	$1,590.50
36667	Computer: Laptop	5/30/2007	Poor	$1,590.50
36774	Dell Laptop	3/16/2007	Poor	$1,390.21
36789	Dell Laptop	3/16/2007	Poor	$1,390.21
36798	Dell Laptop	3/16/2007	Poor	$1,390.21
36816	Dell Laptop	3/16/2007	Poor	$1,390.21
36823	Dell Laptop	3/16/2007	Poor	$1,390.21
36828	Dell Laptop	3/16/2007	Poor	$1,390.21
36837	Dell Laptop	3/16/2007	Poor	$1,390.21
36911	Computer, Dell OptiPlex 745	11/16/2007	Obsolete	$1,845.93
37160	Digital X-Ray Sensor (Dental)	2/21/2008	Obsolete	$4,838.00
37836	Steamscrubber Glassware	12/17/2008	Poor	$4,898.80
38027	Computer - Latitude D830	5/30/2008	Obsolete	$1,586.69

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

Miscellaneous Chairs, Tables and Furniture
Miscellaneous Computer & Telephone Parts
Miscellaneous Custodial Equipment
Miscellaneous Scientific, Medical, Exercise, Classroom and Kitchen Equipment

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; Conferlete Carney, Provost, Tarpon Springs Campus; Paul Spinelli, Director of Procurement and Asset Management; and Daya Pendharkar, Associate Vice President of Information Systems, recommend approval.

djh0830121

September 18, 2012

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

HIRE Budgeted			
Effect. Date	**Name**	**Department/Location**	**Title**
8/27/2012	Boehme-Terrana,Linae M	District Library DO	Instructional Support Spec.
8/27/2012	Zien,Livia L	District Library DO	Instructional Support Spec.
8/20/2012	Gibbons,Linda K.	Nursing HC	Instructor
8/16/2012	Thomas,Kory B	Physical Therapist Asst HC	Instructor
8/30/2012	Bell,Kyle M	Institutional Advancement DO	Multimedia Services Specialist
8/13/2012	Beinart,Lori S	Nursing HC	Nursing Skills Facilitator
8/18/2012	Ford,Stephen L	Counseling & Advisement TS	Outreach Specialist
8/20/2012	Sheehy,Debra A	Provost SPG	Outreach Specialist
9/4/2012	Brown,Joshua V	District Library DO	Program Director I
8/20/2012	O'Neal,Lakesha	Enrollment Management DO	Recruiter
9/4/2012	Bynes,Silvia D	Fine & Applied Arts CL	Sr Administrative Svcs Assist
8/7/2012	Helbert,Jocelyn R	Provost CL	Sr Administrative Svcs Speclst
8/6/2012	Miller,Laurel A.	Counseling & Advisement TS	Student Support Advisor
8/20/2012	Shenofsky,Allison N	Academic & Student Affairs	Student Support Advisor
8/20/2012	Snead,Christina M.	Enrollment Management DO	Student Support Advisor
7/30/2012	Williams,Yvonne G	Human Resources	Train.&Dev. Design/Facilitator

HIRE Temporary/Supplemental			
Effect. Date	**Name**	**Department/Location**	**Title**
8/20/2012	Battick,Kentlee P.	Nursing HC	Adjunct Bach Prog.
8/20/2012	Gruka,Stacey L	Nursing HC	Adjunct Bach Prog.
8/20/2012	Hawkins,Robert	BA Programs/UPC	Adjunct Bach Prog.
8/20/2012	Herrick,Gabriel I	BA Programs/UPC	Adjunct Bach Prog.
8/20/2012	Hughes,Michael D	BA Programs/UPC	Adjunct Bach Prog.
8/20/2012	Kohrs,Dean A.	Letters CL	Adjunct Bach Prog.
8/20/2012	Lamson,Sharon	BA Programs/UPC	Adjunct Bach Prog.
8/20/2012	Lenz,Kurt W.	BA Programs/UPC	Adjunct Bach Prog.
8/20/2012	Miller Steffen,Julie M	BA Programs/UPC	Adjunct Bach Prog.
8/20/2012	Muller,Catherine	BA Programs/UPC	Adjunct Bach Prog.
8/16/2012	Sleszynski,Peter A	BA Programs/UPC	Adjunct Bach Prog.
8/20/2012	Smith,Laura O	Nursing HC	Adjunct Bach Prog.

8/20/2012	Switzer,Theodore S	BA Programs/UPC	Adjunct Bach Prog.
8/20/2012	Arndt,Heidi M.	Dual Credit - AC	Contributed Service
8/20/2012	Bennett,Ute	Dual Credit - AC	Contributed Service
8/20/2012	Butcher,Billy D	Dual Credit - AC	Contributed Service
8/20/2012	Herzhauser,Betty J.	Dual Credit - AC	Contributed Service
8/20/2012	Johnson,Hannah A	Dual Credit - AC	Contributed Service
8/13/2012	Kuropas,Cindy L	Dual Credit - AC	Contributed Service
8/20/2012	Williams,Sharon	Letters SPG	Contributed Service
8/26/2012	Ball,Amanda J	District Library DO	General Support
9/4/2012	Gonzalez Marrero,Yandy	Natural Science CL	General Support
8/20/2012	Dickinson,Danielle M	Dental Hygiene HC	Instr- Temporary % Load
8/20/2012	Johnson,Michele L	Nursing HC	Instr- Temporary % Load
8/20/2012	Lassiter,Vonet L	Nursing HC	Instr- Temporary % Load
8/20/2012	Marshall,Kim L	Business Technologies CL	Instr- Temporary % Load
8/20/2012	Martin,Marcia P.	Dental Hygiene HC	Instr- Temporary % Load
8/20/2012	Ruffing,Jerome P	Dual Credit - AC	Instr- Temporary % Load
8/20/2012	Todd,Christyne M	Nursing HC	Instr- Temporary % Load
8/16/2012	Warren,Chris A	Social Science SPG	Instr- Temporary % Load
8/20/2012	Alper,Aaron M	Letters SPG	Instructor - Temporary Credit
8/20/2012	Altuna,Margarita I	Distance Learning TV SE	Instructor - Temporary Credit
8/20/2012	Barclay,Helen L	Mathematics TS	Instructor - Temporary Credit
8/20/2012	Bellizzi,Lisette C	Letters CL	Instructor - Temporary Credit
8/20/2012	Bettelli,Timothy P.	Ethics CL	Instructor - Temporary Credit
8/20/2012	Blatter,Lydia S	Letters SPG	Instructor - Temporary Credit
8/20/2012	Branson,David A.	Letters SE	Instructor - Temporary Credit
8/20/2012	Brissette,Jason M	Natural Science CL	Instructor - Temporary Credit
8/20/2012	Burnette,Richard L	Letters SE	Instructor - Temporary Credit
8/20/2012	Buschman,Gregory Alan	Business Technologies SP	Instructor - Temporary Credit
8/20/2012	Carnahan,Susan L	Clearwater Campus Provost	Instructor - Temporary Credit
8/20/2012	Chapman,David H	Dual Credit - AC	Instructor - Temporary Credit
8/20/2012	Chemnitz,Brandy L	Letters CL	Instructor - Temporary Credit
8/13/2012	Chiaracane,Philip	Mathematics SE	Instructor - Temporary Credit
8/20/2012	Colton,Tracey R	Dual Credit - AC	Instructor - Temporary Credit
8/20/2012	Cornwell,Dean F	Natural Science CL	Instructor - Temporary Credit
8/20/2012	Crawford Jr,Nathaniel	Ethics SPG	Instructor - Temporary Credit
8/20/2012	Cross,Debra L	Social Science CL	Instructor - Temporary Credit
8/20/2012	Dahm,Louise D	Letters CL	Instructor - Temporary Credit
8/20/2012	Davis,Adam C	Natural Science SPG	Instructor - Temporary Credit
8/20/2012	Deister,Kelly A	Natural Science SPG	Instructor - Temporary Credit
8/20/2012	DeWitt-Wilson,Robin L	Fine & Applied Arts SPG	Instructor - Temporary Credit
8/20/2012	Fernandez,Jennifer S	Letters SPG	Instructor - Temporary Credit
8/20/2012	Fiske,Eric J	Social Science CL	Instructor - Temporary Credit
8/10/2012	Francois,Magda	Ethics SE	Instructor - Temporary Credit
8/20/2012	Free,Jason	Letters CL	Instructor - Temporary Credit
8/20/2012	Gallagher,Gail R	Social Science TS	Instructor - Temporary Credit
8/20/2012	Gwyn,Wanda P	Ethics SPG	Instructor - Temporary Credit
8/20/2012	Haynes,Jessica S	Social Science CL	Instructor - Temporary Credit
8/20/2012	Huang,Xuan	Natural Science SPG	Instructor - Temporary Credit
8/20/2012	Huber,Aubrey A	Letters CL	Instructor - Temporary Credit
8/20/2012	Ivey,James E	Natural Science SE	Instructor - Temporary Credit
8/20/2012	Jones,Pamela J	Fine & Applied Arts SE	Instructor - Temporary Credit
8/20/2012	King,Sonia A.	Social Science CL	Instructor - Temporary Credit

8/20/2012	Krampert,Christopher G	Social Science SE	Instructor - Temporary Credit
8/20/2012	Lager,Evelynn G	Speech - Letters SE	Instructor - Temporary Credit
8/20/2012	Lanham,Valerie	Distance Learning TV SE	Instructor - Temporary Credit
8/20/2012	Levondosky,Shawna Lynn	Dual Credit - AC	Instructor - Temporary Credit
8/20/2012	Loureiro,Roberto V	Social Science SPG	Instructor - Temporary Credit
8/10/2012	Lovelady,Christopher M	Ethics SE	Instructor - Temporary Credit
8/20/2012	Majchrzak,Tina L	Business Technologies CL	Instructor - Temporary Credit
8/20/2012	Manty,Brian A	Natural Science SPG	Instructor - Temporary Credit
8/20/2012	Marcelli,Christian W	Fine & Applied Arts SPG	Instructor - Temporary Credit
8/20/2012	Martens,Thomas C	Letters SE	Instructor - Temporary Credit
8/20/2012	Mertzman,Robert A	Ethics SPG	Instructor - Temporary Credit
8/20/2012	Moaney,Ruby S	Letters TS	Instructor - Temporary Credit
8/20/2012	Mobley,Asimina T	Dual Credit - AC	Instructor - Temporary Credit
8/20/2012	Moore III,Eugene D	Letters SE	Instructor - Temporary Credit
8/10/2012	Mullins-Staker,Toni L	Letters SE	Instructor - Temporary Credit
8/20/2012	Naidu,Chitra	Natural Science TS	Instructor - Temporary Credit
8/20/2012	Olexa,Richard A	Natural Science TS	Instructor - Temporary Credit
8/20/2012	Orr,Lance Y.	Distance Learning TV SE	Instructor - Temporary Credit
8/9/2012	Pagano,Christy A	Social Science CL	Instructor - Temporary Credit
8/20/2012	Palija,Linda Gray	Letters CL	Instructor - Temporary Credit
8/9/2012	Preston,Tameka	Social Science CL	Instructor - Temporary Credit
8/20/2012	Quinlan,Connie J.	Letters CL	Instructor - Temporary Credit
8/20/2012	Rai,Arbin	Mathematics TS	Instructor - Temporary Credit
8/20/2012	Rallo,Benedetto J	Letters CL	Instructor - Temporary Credit
8/20/2012	Reithmaier,Nick C	Social Science SE	Instructor - Temporary Credit
8/20/2012	Rich,Kelly G.	Social Science CL	Instructor - Temporary Credit
8/20/2012	Riggs,Carolyn N	Veterinary Technology HC	Instructor - Temporary Credit
8/20/2012	Rodriguez,Sarah D	Clearwater Campus Provost	Instructor - Temporary Credit
8/20/2012	Romero,Christina	Letters CL	Instructor - Temporary Credit
8/20/2012	Rubin,Alan K	Engineering Technology CL	Instructor - Temporary Credit
8/11/2012	Scholz,Timothy J	Business Technologies CL	Instructor - Temporary Credit
8/20/2012	Sicilian,Donna M	Human Services HC	Instructor - Temporary Credit
8/20/2012	Silverstein,Michael S	Fine & Applied Arts SE	Instructor - Temporary Credit
8/20/2012	St. Clair,Barbara A	Letters CL	Instructor - Temporary Credit
8/20/2012	Staden,Charlene M	Speech - Letters TS	Instructor - Temporary Credit
8/20/2012	Stanley,Kevin	Fine & Applied Arts SE	Instructor - Temporary Credit
8/20/2012	Stephenson,Jeffrey T	Fine & Applied Arts SPG	Instructor - Temporary Credit
8/9/2012	Swan-Carpenter,Lauren C	Social Science CL	Instructor - Temporary Credit
8/20/2012	Szigeti,Cynthia B	Speech - Letters TS	Instructor - Temporary Credit
8/20/2012	Taylor,Jeffrey P	Mathematics CL	Instructor - Temporary Credit
8/20/2012	Thompson,Sean M	Mathematics SPG	Instructor - Temporary Credit
8/20/2012	Thorjusen,Sarah	Letters SPG	Instructor - Temporary Credit
8/20/2012	Toronski,John A	Dual Credit - AC	Instructor - Temporary Credit
8/20/2012	Valliere,John R	Letters SPG	Instructor - Temporary Credit
8/9/2012	Villines,Chondell C	Letters SPG	Instructor - Temporary Credit
8/20/2012	Waterkeyn,Carter J	Dual Credit - AC	Instructor - Temporary Credit
8/20/2012	Werner,Richard B	Social Science CL	Instructor - Temporary Credit
8/20/2012	Williams,Sue Ellen	Letters TS	Instructor - Temporary Credit
8/16/2012	Wood,Carrie M	Business Technologies SE	Instructor - Temporary Credit
8/20/2012	Wright,Regina P	Human Services HC	Instructor - Temporary Credit
8/20/2012	Zephyrhawke,Kate	Letters TS	Instructor - Temporary Credit
8/15/2012	Zien,Livia L	Mathematics CL	Instructor - Temporary Credit
8/18/2012	Aguas,Jose S	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
8/13/2012	Baruh,Asaf	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
9/1/2012	Burkhart,Doris C	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
8/13/2012	Drugan,William Sayers	Corporate Training E&SS DO	Instructor- Temporary Non-Cred

9/1/2012	Franjesevic,Jason P	Criminal Justice AC	Instructor- Temporary Non-Cred
9/1/2012	Smith,Erica C	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
8/20/2012	Nash,Michael Alexander	District Library DO	OPS Career Level 1
8/13/2012	Sessions,Robert	Landscape Services CL	OPS Career Level 1
8/13/2012	Ehrlich,Arlene T	Leepa/Rattner Museum - DO	OPS Career Level 2
9/1/2012	Van Scoyoc,Elizabeth	Business Technologies TS	OPS Career Level 2
8/12/2012	Dudley,Reginald L	District Library DO	OPS Career Level 4
8/12/2012	Smith,Jeanne	District Library DO	OPS Career Level 4
8/20/2012	Ibarra,Jenica A	District Library DO	OPS Career Level 5
8/27/2012	Janjus,Mirjana	BA Programs/UPC	OPS Career Level 5
8/20/2012	Koch,Thomas j	Interpreter Training CL	OPS Career Level 5
8/20/2012	Ogilvie,Eric Stancil	Health Education Ctr Provost	OPS Career Level 5
8/23/2012	Hofley,Alison C.	Letters CL	OPS Career Level 7
8/27/2012	Ales,Christine V	Srvcs Spc Students/OSSD CL	OPS Teaching Asst/Interpreter
8/23/2012	Griffen,Elijah J	Srvcs Spc Students/OSSD CL	OPS Teaching Asst/Interpreter
9/4/2012	Lathrop,Katherine A	Srvcs Spc Students/OSSD CL	OPS Teaching Asst/Interpreter
8/20/2012	Martin Delorey,Cheryl A	Srvcs Spc Students/OSSD CL	OPS Teaching Asst/Interpreter
9/4/2012	Quinn,Heather N	Srvcs Spc Students/OSSD CL	OPS Teaching Asst/Interpreter
8/19/2012	Battista,Suzanne W.	District Library DO	Other Professional- Temporary
8/19/2012	Cheskidova,Svetlana I	District Library DO	Other Professional- Temporary
8/26/2012	Dieringer,Suzanne M	District Library DO	Other Professional- Temporary
8/19/2012	Frahn,Mark S	District Library DO	Other Professional- Temporary
8/20/2012	Fusaro, Josephine A	BA Programs/UPC	Other Professional- Temporary
8/26/2012	Greene,Lora B.	District Library DO	Other Professional- Temporary
8/26/2012	Higgins,Eron E	District Library DO	Other Professional- Temporary
8/20/2012	Hofmann,Sara A	District Library DO	Other Professional- Temporary
8/19/2012	Homan,Edwin R	District Library DO	Other Professional- Temporary
8/19/2012	Kling,Melanie	District Library DO	Other Professional- Temporary
8/19/2012	Laverty,Michael J	District Library DO	Other Professional- Temporary
8/19/2012	Macdonald,Judith M	District Library DO	Other Professional- Temporary
8/19/2012	Mcneil,Erica Marvia	District Library DO	Other Professional- Temporary
8/27/2012	Mensch,Heidi F	District Library DO	Other Professional- Temporary
8/12/2012	Nusspickel,Mark J	District Library DO	Other Professional- Temporary
8/12/2012	Poole,Mary C	District Library DO	Other Professional- Temporary
8/16/2012	Popovich,Gregory L	District Library DO	Other Professional- Temporary
8/19/2012	Smith,Joyce A.	District Library DO	Other Professional- Temporary
9/2/2012	Tomassini,Nilka I	District Library DO	Other Professional- Temporary
8/19/2012	Wysocka,Jowita Luiza	District Library DO	Other Professional- Temporary
8/20/2012	Oakley,Shirley	Letters CL	Supplemental Bach Prog.
8/20/2012	Watts,Dorraine D.	BA Programs/UPC	Supplemental Bach Prog.
8/20/2012	Adams,Michael P	Natural Science SE	Supplemental Instr - Credit
8/20/2012	Carney,Conferlete	Business Technologies TS	Supplemental Instr - Credit
8/20/2012	Gilleland,Amanda H	Natural Science SE	Supplemental Instr - Credit
8/10/2012	Grano,Barbara S.	Ethics SE	Supplemental Instr - Credit
8/20/2012	Jahosky,Michael T.	Fine & Applied Arts SPG	Supplemental Instr - Credit
8/9/2012	Kuhn,Damon M.	Social Science CL	Supplemental Instr - Credit
8/20/2012	Lancaster,Gail	Academic & Student Affairs	Supplemental Instr - Credit
8/20/2012	Laporte,Anthony Michael	Fine & Applied Arts SE	Supplemental Instr - Credit
8/9/2012	Marion,Amie N	Social Science CL	Supplemental Instr - Credit
8/20/2012	Muehl,Nathan	Fine & Applied Arts SPG	Supplemental Instr - Credit
8/9/2012	Panuthos,Nicolle E	Social Science CL	Supplemental Instr - Credit
8/20/2012	Schroeder,Daniel C	Natural Science SPG	Supplemental Instr - Credit
8/20/2012	Seay,Latasha Baynes	Mathematics SPG	Supplemental Instr - Credit
8/20/2012	Smith,Patricia M.	Provost SE	Supplemental Instr - Credit
8/16/2012	Tillman,Adrian D	Business Technologies SE	Supplemental Instr - Credit
8/10/2012	Walch,Daniel J	Mathematics SPG	Supplemental Instr - Credit
8/20/2012	Walker,Karen Reynolds	Letters TS	Supplemental Instr - Credit

| 8/20/2012 | Worden,James G | Natural Science SPG | Supplemental Instr - Credit |
| 8/20/2012 | Wu,Xin | Natural Science SPG | Supplemental Instr - Credit |

TRANSFER/PROMOTION Budgeted			
Effect. Date	**Name**	**Department/Location**	**Title**
9/3/2012	Newell,Rebecca K	Letters TS	Administrative Svcs Specialist
8/11/2012	Henningsen,Stephanie	Student Activities CL	Coord,Student Life Leadership
9/3/2012	Przyborowski,Marta F	SPC-Downtown	Outreach Specialist
8/20/2012	Malizia,Kelly E	District Library DO	Program Director II

FOREIGN TRAVEL			
Effect. Date	**Name**	**Department/Location**	**Title**
10/14/12-10/20/12	Kirsch, Ramona	Center for International Programs	Director, International Programs

To attend and present at the NAFSA Bi-Regional Conference 2012 in San Juan, Puerto Rico.


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

Ssw0904121

September 18, 2012

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

SUBJECT: Self-funded Health Plan Preliminary Recommendations

The College administrative staff in conjunction with the College-wide Insurance Committee regularly reviews claims trends and annually recommends updates to the health plans for employees. The accompanying PowerPoint includes recommendations for the 2013 plan year and resulted from a collaborative lab engagement and several other meetings, many of which also included consultants from Brown & Brown.

A summary of the recommendations being considered are as follows:

- No increase/change to monthly premiums or co-pays

- No changes to plan benefits

- No change to high-deductible/low-premium with HSA plan

- Establish annual deductibles for those on traditional (non-HSA) plans:

Coverage	Amount
Employee only	$250
Employee + child(ren)	$275
Employee + spouse	$350
Employee + family	$500

These recommendations would result in plan savings of approximately $445,000 annually.

The addition of these deductibles would be accompanied by comprehensive employee communication and training sessions relative to the advantages of Internal Revenue Service, authorized flexible spending accounts for plan deductibles and other out of pocket health care costs.

The recommendations are preliminary and will be internally reviewed and updated in advance of the October Board of Trustees meeting, at which a plan will be presented for approval.

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

dsd

VII – G.1b Health Plan

St. Petersburg College
Health Plan

Update and Recommendations for the College's Self-funded Health Plan

Presented to
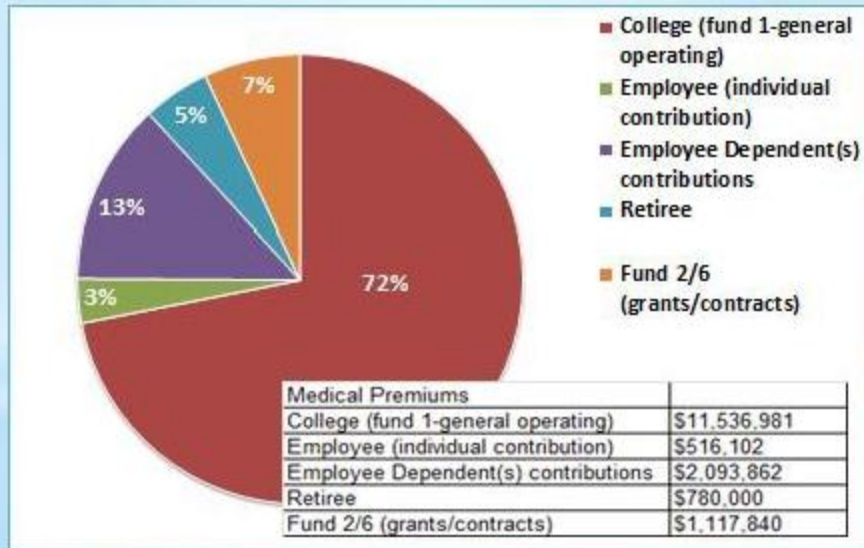*SPC Board of Trustees – Sept. 18, 2012*

Starting point: 2012

✓ Employee premiums were increased by 8%

✓ Certain co-pays were increased:
- ER from $100 to $150
- Outpatient facility from $50 to $100
- Walk-in/Urgent Care increased from $30 to $50

✓ Piloted high-deductible/low-premium option
(Open Access with Health Savings Account)

✓ Seeded HSA accounts in first year of selection

Current employee breakdown
Open Access: 1,136 / Point of Service II: 76 / OA with HSA: 145

Paying for medical in 2012

Medical Premiums	
College (fund 1-general operating)	$11,536,981
Employee (individual contribution)	$516,102
Employee Dependent(s) contributions	$2,093,862
Retiree	$780,000
Fund 2/6 (grants/contracts)	$1,117,840

Legend:
- College (fund 1-general operating)
- Employee (individual contribution)
- Employee Dependent(s) contributions
- Retiree
- Fund 2/6 (grants/contracts)

Pie: 72%, 3%, 13%, 5%, 7%

Actual & projected claims expense

- 2011-12: $15,653,825
- 2012-13: $16,844,898
- Funding Need: $1,191,073

Insurance Committee considerations

✓ **Believe educated employees make better-informed decisions about their health-care**

✓ **Need to control claims expense**

✓ **Want to minimize increases to employee premiums and co-pays**

✓ **Need to reduce large percentage of college plan contributions**

5

Insurance Committee recommendations

1) **No increase/change to:**
   - monthly premiums   - co-pays
2) **No change to high-deductible/low-premium with HSA plan**
3) **Encourage better health-care consumerism: Establish deductibles for those on traditional (non-HSA) plans**

Plan	Deductible
Employee only	$250
Employee + child(ren)	$275
Employee + spouse*	$350
Family*	$500

As defined in insurance plan documents

6

Insurance Committee recommendations

4) **Strongly encourage use of Flexible Spending Accounts (FSAs) to offset impact of deductible**

- employee could cover 100% of deductible with FSA money
- total amount employee agrees to pay over the course of a year via payroll deduction is credited (and accessible) up front
- $2,500 max contribution *(2013)*

7

Insurance Committee recommendations

5) **Via wellness activities in 2013, employees earn "preferred" cost for health insurance in 2014**
   - biometric screening
   - Health Risk Assessment (HRA)

6) **Inform and equip employees**
   - Workshops
     (required for employees with college coverage)
   - Online tools
   - Phone/e-mail help line

8

46282

Draft timeline

Action	Timing
Board of Trustees approves 2013 employee health plan	Oct. 16
Employee workshops (including All College Day)	Oct. 22-Nov. 9
Employee Open Enrollment	Nov. 12-18
Changes take effect	January 2013

9

St. Petersburg College
Health Plan

Questions?

Presented to
SPC Board of Trustees – Sept. 18, 2012

10

September 18, 2012

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

**SUBJECT: Information Regarding Advertising and Recruitment of Administrative
             Position**

I would like to propose a change in the manner in which we advertise and hire key administrative
positions for the college. The nature of the change is 1) to be sure that the board is apprised that
key positions are about to be advertised, 2) to allow the board to see the scope of duties and
responsibilities for the position to be advertised, and 3) to get the board's guidance on key
factors to include or emphasize in the selection process.   Using this prior review process will
allow us to strengthen the policy role of the board, while protecting the board from getting into
the operational responsibilities that accrue to the president and his senior staff.

The following position is being advertised and recruitment expanded according to the following
job specifications and recruitment strategies.

Details of the job specifications:

Title
Associate Vice President, Facilities and Construction Services

Job Summary
Plans, directs and supervises the physical plant, facilities and construction services of the college.

Educational Requirements
Bachelor's Degree from an accredited institution in Architecture, Construction Management or
related field required.

Experience Requirements
Minimum ten years professional experience in higher education administration or related field,
including a minimum of five years in post-secondary or higher education in the area of facilities
management or design and construction services.

Preferred experience includes:
- Planning and leading construction projects, maintenance operations, fiscal operations and
  related-activities and experience with various construction delivery methods, i.e.
  construction management at risk, design build, term, unit pricing, hard bid, etc.

- Knowledge of applicable building codes and regulations, including but not limited to: State Requirements for Educational Facilities (SREF), Florida Building Code, Florida Statute, Americans with Disabilities Act, life safety standards
- Preparation and analysis of requests for proposals (RFP), requests for qualifications (RFQ), invitations to negotiate (ITN), contracts, plans, and specifications relating to public procurement requirements for professional services, including ability to negotiate and manage contractual arrangements
- Budgeting and construction/maintenance-related fiscal controls
- Principles and practices of supervision and training of employees
- Operation of a computer and software programs for word processing, spreadsheets, job costing, CAD, online collaboration, scheduling, estimating, and other applicable systems

The position is being advertised online at the following web sites:
- Florida Educational Facilities Planners' Association, Inc
- Society for College and University Planning
- Council of Educational Facility Planners International (CEFPI)
- HigherEdJobs
- The Chronicle of Higher Education
- Diverse Jobs
- Craigslist

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; and Patty Curtin Jones, Vice President, Human Resources & Public Affairs, are bringing this forward.

September 18, 2012

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

SUBJECT: FY12-13 July 1- August 31 Fund 1 Financial Report

Attached for information is the Fund 1 financial report for FY12-13 July 1- August 31 time period.

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

Attachments

Jjc090412

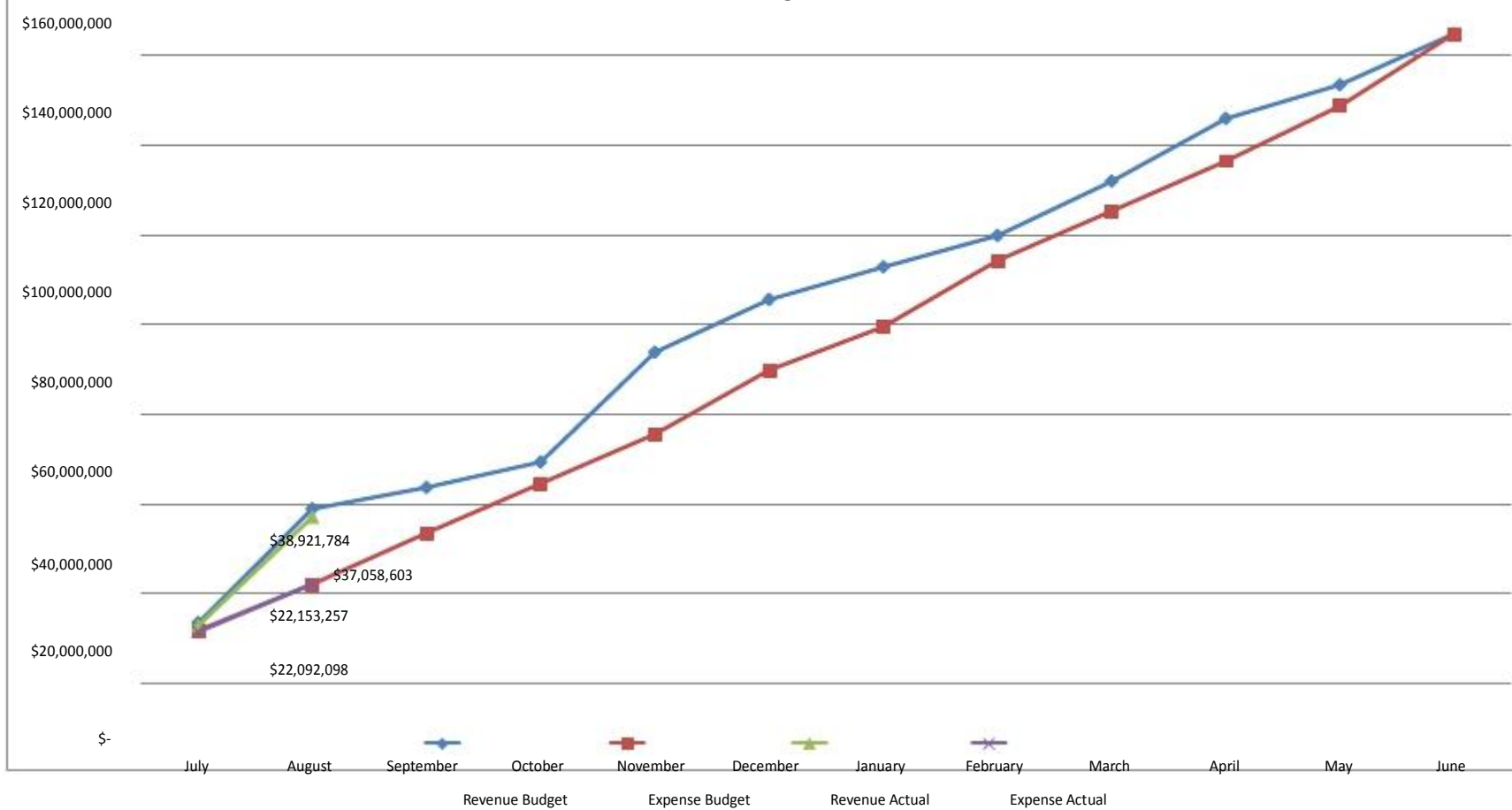# St. Petersburg College
Fund Analysis
As of August 31, 2012

Revenues

	FY 2012-13 Budgeted	Projected Revenue for month of August	Actual August Revenue	Difference	Revenue Received Year to Date	YTD as % of Budget	YTD % Expected Difference			Projected September	YTD Projected September
Student Fees	$71,775,706	$20,838,365	$19,696,916	($1,141,450)	$28,026,992	39%	42%	-3%		$302,515	$28,329,508
State Government	$63,234,353	$4,363,671	$4,363,671	$0	$8,727,342	14%	14%	0%		$4,363,671	$13,091,013
Other Revenues	$3,962,196	$191,812	$126,800	($65,012)	$304,269	8%	7%	0%		$123,051	$427,320
Non Revenue Sources	$5,895,029	$0	$0	$0	$0	0%	0%	0%		$31	$31
Total Revenues	**$144,867,283**	**$25,393,848**	**$24,187,387**	**($1,206,462)**	**$37,058,603**	**26%**	**28%**	**-2%**		**$4,789,269**	**$41,847,872**

Expenses

	FY 2012-13 Budgeted	Projected Expense for month of August	Actual August Expense	Difference	Expense Year to Date	YTD as % of Budget	YTD % Expected Difference			Projected September	YTD Projected September
Personnel											
Administrative	$20,405,375	$1,614,459	$1,572,634	($41,825)	$3,853,027	19%	19%	0%		$1,612,717	$5,465,744
Instructional	$43,486,496	$2,375,724	$2,357,544	($18,180)	$5,344,988	12%	12%	0%		$3,480,094	$8,825,082
Non-Instructional	$23,900,492	$1,834,043	$1,776,761	($57,282)	$3,197,734	13%	15%	-1%		$1,839,259	$5,036,994
OPS	$3,450,707	$257,830	$256,869	($960)	$484,830	14%	15%	-1%		$251,121	$735,951
Personnel Benefits	$21,755,250	$1,673,245	$1,911,522	$238,276	$4,019,225	18%	16%	3%		$1,600,767	$5,619,992
Total Personnel Costs	**$112,998,321**	**$7,755,300**	**$7,875,329**	**$120,029**	**$16,899,804**	**15%**	**15%**	**0%**		**$8,783,958**	**$25,683,762**
Current Expenses											
Services	$14,624,637	$1,196,865	$1,318,278	$121,413	$3,025,281	21%	24%	-3%		$1,170,812	$4,196,093
Materials and Supplies	$11,202,074	$1,130,680	$1,243,475	$112,795	$1,460,141	13%	15%	-2%		$1,323,870	$2,784,010
Other Current Charges	$5,061,910	$81,243	$123,575	$42,333	$124,272	2%	2%	1%		$52,825	$177,096
Total Current Expenses	**$30,888,621**	**$2,408,788**	**$2,685,328**	**$276,541**	**$4,609,693**	**15%**	**17%**	**-2%**		**$2,547,506**	**$7,157,199**
Capital Purchases	**$980,341**	**$90,297**	**$78,629**	**($11,667)**	**$148,302**	**15%**	**10%**	**5%**		**$111,999**	**$260,301**
Total Expenses	**$144,867,283**	**$10,254,385**	**$10,639,287**	**$384,902**	**$21,657,799**	**15%**	**15%**	**0%**		**$11,443,463**	**$33,101,263**

ST. PETERSBURG COLLEGE

FY2012-2013 FUND 1x BUDGET TO ACTUAL REPORTING: July 1 - August 31

Revenue	FY11-12 Budget	FY11-12 YTD Actual	% To Budget	FY12-13 Budget	FY12-13 YTD Actual	% of YTD Budgete	Year to Date %	$ YOY Variance	% YOY Variance	Variance Explanation
Revenue										
Student Tuition & Out-of-State Fees	$ 61,777,46	$ 24,992,77	40%	$ 61,326,75	$ 24,534,49	40%		$ (458,283	-2%	
State Appropriation - CCPF	$ 54,013,65	$ 9,104,91	17%	$ 51,927,09	$ 8,727,34	17%		$ (377,572	-4%	
State Appropriation - Lottery	$ 8,056,42	$	0%	$ 10,870,30	$	0%		$ -	0%	
Operating Cost for New Facilities	$ 391,3	$	0%	$ 436,9	$	0%		$ -	0%	
Distance Learning Fee	$ 3,147,18	$ 1,300,86	41%	$ 3,319,16	$ 1,292,00	39%		$ (8,85	-1%	
Technology Fee	$ 3,059,79	$ 1,232,28	40%	$ 3,074,10	$ 1,214,34	40%		$ (17,93	-1%	
Lab Revenue Fees	$ 2,620,54	$ 865,97	33%	$ 2,062,91	$ 669,0	32%		$ (196,917	-23%	Primarily due to a decrease in lab fees charged
Other Revenues	$ 3,900,47	$ 477,86	12%	$ 3,962,19	$ 304,2	8%		$ (173,598	-36%	Primarily due to gain on investments that did not occur in prior year
Other Student Fees	$ 1,716,79	$ 462,82	27%	$ 1,992,76	$ 317,0	16%		$ (145,734	-31%	Primarily due to the timing of testing fees recognized
Fund Transfers In	$ 2,465,05	$	0%	$ 2,175,20	$	0%		$ -	0%	
Revenue Stabilization Reserve	$ 2,150,50	$	0%	$ 2,150,50	$	0%		$ -	0%	
One-Time Non-Recurring Funds	$ 1,569,32	$	0%	$ 1,569,32	$	0%		$ -	0%	
Total Revenues - Fund 1x	$ 144,868,59	$ 38,437,49	27%	$ 144,867,28	$ 37,058,60	26%	28%	$ (1,378,896)	-4%	

Operating Costs	FY11-12 Budget	FY11-12 YTD Actual	% To Budget	FY12-13 Budget	FY12-13 YTD Actual	% of YTD Expense	Year to Date %	$ YOY Variance	% YOY Variance	Variance Explanation
Personnel & Benefits										
Instructional/Faculty-Full Time	$ 25,231,60	$ 3,809,61	15%	$ 27,970,43	$ 4,181,37	15%		$ 371,76	10%	Primarily due to new full-time faculty
Administrative	$ 21,807,44	$ 3,858,42	18%	$ 20,405,37	$ 3,853,02	19%		$ (5,40	0%	
Career (Non-Instructional)	$ 23,893,27	$ 3,284,11	14%	$ 23,900,49	$ 3,197,73	13%		$ (86,38	-3%	
Adjunct/Supplemental/Instr OPS	$ 15,053,61	$ 1,353,84	9%	$ 15,516,06	$ 1,163,61	7%		$ (190,224	-14%	Due to additional full-time faculty and lower enrollment
Non-Instructional OPS and Overtime	$ 2,657,66	$ 421,73	16%	$ 2,950,70	$ 384,7	13%		$ (36,99	-9%	
Student Assistants	$ 500,0	$ 41,6	8%	$ 500,0	$ 100,0	20%		$ 58,46	140%	Primarily due to federal workstudy charges not yet moved
Personnel Benefits	$ 21,537,70	$ 3,670,15	17%	$ 21,755,25	$ 4,019,22	18%		$ 349,07	10%	Due to increased college expense to health
Total Personnel & Benefits	$ 110,681,32	$ 16,439,50	15%	$ 112,998,32	$ 16,899,80	15%	15%	$ 460,30	3%	
Current Expense										
Travel	$ 578,6	$ 56,1	10%	$ 602,9	$ 52,8	9%		$ (3,27	-6%	
Repairs & Maintenance	$ 1,200,03	$ 149,43	12%	$ 1,217,86	$ 216,8	18%		$ 67,46	45%	
Rentals/Leases	$ 430,0	$ 80,3	19%	$ 474,2	$ 87,2	18%		$ 6,89	9%	
Insurance (Non-Health)	$ 2,025,36	$ 1,062,98	52%	$ 1,725,36	$ 964,5	56%		$ (98,44	-9%	
Utilities	$ 6,255,05	$ 1,038,90	17%	$ 6,235,05	$ 1,076,35	17%		$ 37,44	4%	
Services and Fees	$ 4,430,63	$ 659,75	15%	$ 4,972,07	$ 632,6	13%		$ (27,05	-4%	
Scholarships/Fee Waivers	$ 1,110,89	$ 186,26	17%	$ 610,8	$ (	0%		$ (186,384	-100%	
Materials and Supplies	$ 6,614,47	$ 627,34	9%	$ 5,442,80	$ 823,9	15%		$ 196,63	31%	
Tech Expense/Licensing	$ 2,126,93	$ 567,15	27%	$ 2,504,45	$ 683,7	27%		$ 116,587	21%	
Bad Debt/Unemployment Comp/Misc	$ 1,170,25	$ (27,83	-2%	$ 1,147,78	$ 101,9	9%		$ 129,80	-466%	
Other Current Expense	$ 3,157,45	$ 180,77	6%	$ 2,700,26	$ (30,4	-1%		$ (211,210	-117%	
Total Current Expense	$ 29,099,75	$ 4,581,23	16%	$ 27,633,80	$ 4,609,6	17%	17%	$ 28,45	1%	
Capital Spending										
Computer Refresh Leases	$ 2,839,73	$ 340,78	12%	$ 3,254,81	$ 495,4	15%		$ 154,67	45%	
Capital Purchases- Non-Recurring	$ 2,247,78	$ 270,64	12%	$ 980,3	$ 148,3	15%		$ (122,348	-45%	
Total Capital Spending	$ 5,087,5	$ 611,4	12%	$ 4,235,1	$ 643,7	15%		$ 32,32	5%	
Total Operating Costs - Fund 1x	$ 144,868,59	$ 21,632,17	15%	$ 144,867,28	$ 22,153,25	15%	15%	$ 521,08	2%	
Total Remaining Funds	$ (0)	$ 16,805,327		$ 0	$ 14,905,346					

46288

St. Petersburg College
FY12-13 Fund 1 Budget to Actuals

Revenue Budget   Expense Budget   Revenue Actual   Expense Actual

September 18, 2012

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

SUBJECT: Student Tuition and Fees Report

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

Florida Statute 1001.64(10) states that each Board of Trustees shall establish fees. In addition to standard tuition and fees, this authorization extends to user fees, as specified in Florida Statute 1009.23(12(a). User fees can only be charged to the persons receiving the service and shall not exceed the cost of the services provided. Laboratory fees are considered a user fee. They are intended to cover costs associated with a lab course, such as consumables, additional support personnel to offer class, specialized equipment and software, etc.

Additions:

Type	Description	Amount	Reason	Effective
Course/Lab Fee	CJE 1678 Introduction to Network Security for Computer Related Crime Investigation	$93.00	New Course	Spring 12/13
Course/Lab Fee	CJE 1666 Operating Systems for Forensic Investigators	$93.00	New Course	Spring 12/13
Course/Lab Fee	CJE 1665 Investigating Network Intrusions	$93.00	New Course	Spring 12/13
Course/Lab Fee	CJE 1661 Computer Hardware for Forensic Investigators	$93.00	New Course	Spring 12/13
Course/Lab Fee	CJE 1660 File System Forensic Analysis	$93.00	New Course	Spring 12/13

Deletions:

Type	Description	Amount	Effective
Lab Fee	ACG 2450 Accounting Software Applications	$60.00	Spring 12/13
Lab Fee	MAN 2582 Introduction to Project Management	$40.00	Spring 12/13
Lab Fee	ACG 3103 Intermediate Accounting I	$45.00	Spring 12/13
Lab Fee	ACG 3113 Intermediate Accounting II	$45.00	Spring 12/13

Lab Fee	BRC 3203 Banking Regulation and Compliance	$45.00	Spring 12/13
Lab Fee	ECP 3703 Managerial Economics	$45.00	Spring 12/13
Lab Fee	ETI 3116 Quality Management	$45.00	Spring 12/13
Lab Fee	ETI 3413 Manufacturing System	$45.00	Spring 12/13
Lab Fee	ETI 3647 Supply Chain Management	$45.00	Spring 12/13
Course/Lab Fee	ETI 4621 Lean Essentials	$71.28	Spring 12/13
Lab Fee	ETI 4448 Applied Project Management	$45.00	Spring 12/13
Lab Fee	FIN 3403 Financial Management	$45.00	Spring 12/13
Lab Fee	FIN 3461 Financial Analysis	$45.00	Spring 12/13
Lab Fee	FIN 4930 Special Topics in Finance	$45.00	Spring 12/13
Lab Fee	FIN 4324 Principles of Commercial Bank Mgmt.	$45.00	Spring 12/13
Lab Fee	FIN 4345 Credit Analysis and Loan Structures	$45.00	Spring 12/13
Lab Fee	FIN 4140 Financial Planning	$45.00	Spring 12/13
Lab Fee	FIN 4244 Money, Banking and Financial Market	$45.00	Spring 12/13
Lab Fee	FIN 4504 Investments	$45.00	Spring 12/13
Lab Fee	FIN 4634 International Banking and Finance	$45.00	Spring 12/13
Lab Fee	FIN 4323 Bank Operations and Management	$45.00	Spring 12/13
Course/Lab Fee	ISM 3930 Seminars in Technology Management	$50.00	Spring 12/13
Course/Lab Fee	MAN 4915 Senior Capstone/ Technical Management	$45.00	Spring 12/13
Lab Fee	MAN 3240 Applied Organizational Behavior	$45.00	Spring 12/13
Lab Fee	MAN 3303 Leadership and Management Practices	$45.00	Spring 12/13
Lab Fee	MAN 3503 Managerial Risk and Decision Making	$45.00	Spring 12/13
Lab Fee	MAN 3504 Operations Management	$45.00	Spring 12/13
Lab Fee	MAN 3593 Logistics Management	$45.00	Spring 12/13
Lab Fee	MAN 3600 International Business	$45.00	Spring 12/13
Lab Fee	MAN 3780 Sustainability in Built Environment	$45.00	Spring 12/13
Lab Fee	MAN 3781 Sustainable Business Strategies	$45.00	Spring 12/13
Lab Fee	MAN 3784 Sustainability in the Natural Environment	$45.00	Spring 12/13

Lab Fee	MAN 3786 Sustainable Enterprise Planning	$45.00	Spring 12/13
Lab Fee	MAN 3860 Philanthropy and Management of NPO	$45.00	Spring 12/13
Course/Lab Fee	MAN 3861 Management of Fund Develop Process	$45.00	Spring 12/13
Lab Fee	MAN 3930 Seminars in Business and Management	$45.00	Spring 12/13
Lab Fee	MAN 4061 Cooperate Social Responsibility	$45.00	Spring 12/13
Lab Fee	MAN 4102 Managing Cultural Diversity	$45.00	Spring 12/13
Lab Fee	MAN 4520 Quality Management (Six Sigma)	$71.28	Spring 12/13
Lab Fee	MAN 4534 Business Architecture	$45.00	Spring 12/13
Lab Fee	MAN 4570 International Procurement	$45.00	Spring 12/13
Lab Fee	MAN 4584 Process Improvement Methodology	$45.00	Spring 12/13
Lab Fee	MAN 4625 Managing Global Human Resources	$45.00	Spring 12/13
Lab Fee	MAN 4720 Strategic Management	$45.00	Spring 12/13
Lab Fee	MAN 4741 Change and Innovation Management	$45.00	Spring 12/13
Lab Fee	MAN 4783 Sustainable Budget Management	$45.00	Spring 12/13
Lab Fee	MAN 4787 Energy and Environmental Tech	$45.00	Spring 12/13
Lab Fee	MAN 4788 Sustainability and Environmental Tech	$45.00	Spring 12/13
Lab Fee	MAN 4801 Business Plan Strategies	$45.00	Spring 12/13
Lab Fee	MAN 4836 Concept and Product Develop Strategies	$45.00	Spring 12/13
Course/Lab Fee	MAN 4862 Advanced Strategies for NFP Success	$45.00	Spring 12/13
Lab Fee	MAN 4900 Senior Capstone Organizational Management	$45.00	Spring 12/13
Lab Fee	MAN 4902 Senior Capstone in Sustainability	$45.00	Spring 12/13
Lab Fee	MAN 4910 Senior Capstone Project for Banking	$45.00	Spring 12/13
Lab Fee	MAN 4934 Senior Capstone Project (IB)	$45.00	Spring 12/13
Lab Fee	MAN 4935 Special Topics in Management Concepts	$45.00	Spring 12/13
Lab Fee	MAN 3949 Co-operative Work Experience	$45.00	Spring 12/13
Lab Fee	MAR 3802 Marketing for Managers	$45.00	Spring 12/13

Lab Fee	MAR 4424 International Sales and Marketing	$45.00	Spring 12/13
Lab Fee	MAR 4413 Sales, Negotiating and CRM	$45.00	Spring 12/13
Lab Fee	MAR 4613 Marketing Research	$45.00	Spring 12/13
Lab Fee	QMB 3200 Quantitative Methods for Business	$45.00	Spring 12/13
Lab Fee	REE 3433 Real Estate Law	$45.00	Spring 12/13
Course/Lab Fee	REE 3043 Real Estate Business Fundamentals	$45.00	Spring 12/13
Course/Lab Fee	REE 4103 Real Estate Appraisal	$45.00	Spring 12/13
Course/Lab Fee	RMI 3117 Personal Insurance	$45.00	Spring 12/13
Course/Lab Fee	RMI 3200 Principles of Property and Liability	$45.00	Spring 12/13
Course/Lab Fee	RMI 4211 Commercial Insurance	$45.00	Spring 12/13

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