

MINUTES OF THE AUGUST 19, 2014 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, August 19, 2014 at the St. Petersburg College EpiCenter, 13805 – 58th Street N., Largo, Florida. The following Board members were present: Chairman Deveron M. Gibbons, Bob Fine, Vice Chair, Dale Oliver, Bridgette Bello and Lauralee Westine. 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.

NOTICE OF ANNUAL ORGANIZATIONAL MEETING BOARD OF TRUSTEES, ST. PETERSBURG COLLEGE AND NOTICE OF ADOPTION, AMENDMENT OR REPEAL OF RULES AND HEARING

The Board of Trustees of St. Petersburg College announces a public meeting to which all persons are invited.

DATE AND TIME: August 19, 2014; Board meeting commencing at 9:00 a.m.

PLACE: The meeting will be held at the EpiCenter of St. Petersburg College, Conference Room 1-453, 13805 58th Street North, Largo, Florida.

PURPOSE: The meeting will be held for the purpose of considering routine business, conducting annual meeting, and such other matters that come before the Board including adopting or amending rules of the Board of Trustees pursuant to its rule-making authority.

A copy of the agenda may be obtained within seven (7) days of the meeting on the Board of Trustees website at www.spcollege.edu or by calling the Board Clerk at (727) 341-3241.

The proposed rules and/or amendments, together with the purpose and effect and specific legal authority, will be posted no later than Friday, July 18, 2014, on the official bulletin boards as follows: at the St. Petersburg/Gibbs and Clearwater Campuses in the entrance to the libraries; at the Tarpon Springs Campus in the Lyceum Building across from Room LY 104; at the EpiCenter—Services Building, in the north corridor across from Room 168; at the EpiCenter, in the hall near Room 1-108; in Work Room 147 at the EpiCenter—District Office; on the south wall, across from the waiting area under the stairs, at the Health Education Center; outside Room TL 129 in the Technology Learning Center at the Seminole Campus; outside the Florida Room at the Allstate Center; in the lobby across from the admissions and registration desk of the SPC Downtown Center; on the wall adjacent to Room 105 at SPC Midtown and advertised in a newspaper of general circulation and in the Blue and White Faculty and Staff Announcements.

The Notice(s) of Rule Development on the foregoing rule(s) appeared in the Blue & White Faculty & Staff Announcements and were posted on each of the College's official bulletin boards on either April 25, 2014 or June 27, 2014. Said Notice(s) also appeared in the Business Observer either on April 25, 2014 or June 27, 2014.

Please note that the proposed changes to the rules attached do not reflect changes (if any) which are pending or have recently been approved by the Board of Trustees.

Any person wishing to be heard on the proposed rule(s) and/or amendments will be provided an opportunity to do so by appearing before the Board at said meeting.

If requested within 21 days after the date of publication of this notice, a hearing on the proposed rule(s) or amendments thereto will be held at 9:00 a.m. or soon thereafter on August 19, 2014, at the EpiCenter of St. Petersburg College, Conference Room 1-453, 13805 58th Street North, Largo, Florida. See Section 120.54(3)(c), Florida Statutes.

Any person who is substantially affected by the above rules may seek an administrative determination of the invalidity of any proposed rule on the ground that proposed rule is an invalid exercise of the Board's delegated legislative authority. Such request shall be by Petition in writing and filed within 21 days after the date of publication of this notice. See Section 120.56(2), Florida Statutes.

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Any person who wishes to provide the Board with information regarding the statement of estimated regulatory costs, or to provide a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), Florida Statutes, must do so in writing within 21 days after the date of publication of this notice.

Members of the public are given the opportunity to provide public comment at meetings of the Board of Trustees concerning matters and propositions on the agenda for discussion and Board action. At the Board meeting, in advance of the time for public comment on the agenda, individuals desiring to speak shall submit a registration card to the Board Clerk, Ms. Lara Holmes, at the staff table. Policy and procedures regarding public comment can be found on the [SPC Board of Trustees website](http://www.spcollege.edu) at www.spcollege.edu

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

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/hearing/meeting is asked to advise the agency five business days before the workshop/hearing/meeting by contacting the Board Clerk at 727-341-3241. If you are planning to attend the workshop/hearing/meeting and are hearing impaired, please contact the agency five business days before the workshop/hearing/meeting by calling 727-791-2422 (V/TTY) or 727-474-1907 (VP).

Information regarding the proposed rule(s) and/or amendments for consideration and intended action is attached to this Notice.

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

RULES NOTICE DATE: July 18, 2014

PROPOSED DATE TO BECOME EFFECTIVE: Upon Board Approval

SUMMARY STATEMENT OF ESTIMATED REGULATORY COSTS: The proposed changes to the following Rules will affect instructional personnel, staff and students. There is no cost to the College associated with these amendments. There is no anticipated adverse effect on state or local government. There are no transactional costs associated with these amendments. There is no anticipated adverse impact on small business.

1. RULE TITLE: VACATION LEAVE 6Hx23-2.30

SUMMARY, PURPOSE AND EFFECT: The proposed changes will update the Rule to reflect institutional changes to the Vacation Leave policy and shift procedural portions to a College Procedure.

SPECIFIC AUTHORITY: 1001.64(2) & (4), F.S.
LAW IMPLEMENTED: 1001.64(18), 1012.855, F.S.

2. RULE TITLE: SABBATICAL LEAVE 6Hx23-2.37

SUMMARY, PURPOSE AND EFFECT: The proposed changes will update the Rule to reflect institutional changes to the Sabbatical Leave policy and shift procedural portions to a College Procedure.

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SPECIFIC AUTHORITY: 1001.64(2) & (4), F.S.
LAW IMPLEMENTED: 1001.64 (18), 1012.855, F.S.

3. RULE TITLE: RECEIPTS, DEPOSITS, AND DISBURSEMENTS 6Hx23-5.04

SUMMARY, PURPOSE AND EFFECT: The proposed changes will update the Rule to reflect necessary changes regarding electronic fund transactions to comport with state law.

SPECIFIC AUTHORITY: 1001.64(2) & (4), F.S.
LAW IMPLEMENTED: 215.85, Chapter 668, 1001.64 (44), F.S.; Rule 6A-14.075, F.A.C.

4. RULE TITLE: SEXUAL HARASSMENT AND RELATIONSHIPS POLICY AND DEFINITIONS 6Hx23-2.011

SUMMARY, PURPOSE AND EFFECT: The proposed changes will update the Rule to shift procedural portions to a College Procedure.

SPECIFIC AUTHORITY: 1001.64(2) & (4), F.S.
LAW IMPLEMENTED: Titled "VII of the Civil Rights Acts of 1964", as amended; the Florida Human Rights Acts of 1977, as amended; Title IX of the Educational Amendments Act of 1972, as clarified by the Civil Rights Restoration Act of 1988; EEOC Regulation 29 C.F.R. Section 1604.11 and 34 C.F.R. Section 106 et seq.; 240.319(4)(h) & (l); 6A-14.0262 (7)(e) & (8), 6A-14.0247(6).

14-145. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES AUGUST 19, 2014

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

REGULAR MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. PRELIMINARY MATTERS

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- A. Presentation of Retirement Resolutions and Motion for Adoption
 - 1. Diane Jessup (*Attending*)
 - 2. Karen Miller (*Attending*)

- B. Recognitions/Announcements
 - 1. Dr. Susan Colaric, AVP, Online Learning and Services
 - 2. Dr. Marvin Bright, Provost, Tarpon Springs
 - 3. Dr. Scott Fronrath, Provost, Allstate Center
 - 4. 2nd SPC Gates Millennial Scholar - Salina Som
 - 5. Presentation of Florida College System Foundation Check (Joe Lang and Dr. Thomas Furlong)

- C. Annual Organizational Meeting
 - 1. Election of Chairperson
 - 2. Election of Vice Chairperson
 - 3. Selection of Day for Regular Monthly Board Meetings
 - 4. Selection of Time for Regular Monthly Board Meetings
 - 5. Designation of Location for Special Board Meetings Held at Locations Other than the EpiCenter

- D. Appointment of Board Members to Direct Support Organizations Boards:
SPC Foundation, Inc; Institute for Strategic Policy Solutions and Leepa-Rattner
Museum of Art, Inc.

III. COMMENTS

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

IV. REVIEW AND APPROVAL OF MINUTES

- A. Board of Trustees' Meeting of June 17, 2014 (*Action*)

V. MONTHLY REPORTS

- A. Board Attorney
- B. General Counsel

VI. STRATEGIC FOCUS AND PLANNING

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A. STRATEGIC PRIORITIES

1. Fall 2014 Enrollment Update (*Presentation*)
(Dr. Jesse Coraggio & Dr. Patrick Rinard)

B. STUDENT SUCCESS AND ACHIEVEMENT

1. Unlimited Access Program Basics (Jonathan Jacques, Seminole Campus Student Government Association (SGA) President and Dr. Jim Olliver, Provost, Seminole Campus) (*Presentation*)

C. BUDGET AND FINANCE

1. FY13-14 July 1 – June 30 Fund 1 Financial Report (*Presentation*)

D. ADMINISTRATIVE MATTERS

1. Human Resources
 - a. Personnel Report (*Action*)
 - b. Employee Health Insurance (*Presentation*)
2. Construction
 - a. Construction Manager at Risk – Clearwater Library (*Action*)
 - b. Request to Advertise for Professional Services (Contractors, Architects, Engineers) (*Action*)
 - c. Request to Advertise for Design/Build Services, Green Living Demonstration Center, Seminole campus (*Action*)

E. ACADEMIC MATTERS – **None**

VII. CONSENT AGENDA - (*Action*)

A. OLD BUSINESS (items previously considered but not finalized) - **None**

B. NEW BUSINESS

1. GRANTS/RESTRICTED FUNDS CONTRACTS

- a. U.S. Department of Justice, Office of Community Oriented Policing

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- Services – Puerto Rico Community Policing Training Continuation Grant - Anne Cooper
 - b. U.S. Department of Justice, Office of Community Oriented Policing Services – Community Policing Emerging Issues Forums Grant – Anne Cooper
 - c. U.S. Department of Labor, Employment & Training Administration – Trade Adjustment Assistance Community College Career Training (TAACCCT) Program – Economy in Motion – Anne Cooper
 - d. U.S. Department of Education, First in the World Program – Anne Cooper
 - e. Department of Labor – H1-B Ready to Work Grant – Anne Cooper
 - f. Florida Education Fund, Centers of Excellence – Tonjua Williams
2. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000
- a. TW Telecom, Inc.—Internet and Network Services
 - b. Microsoft Campus Agreement – Staff, Faculty & Administrative
3. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION
- a. Amendment of Lease with Pinellas County Government at Epi Tech Building
 - b. Renewal of Lease with PASS Group, Allstate Center (Dr. Scott Fronrath)
4. OTHER
- a. Approval to dissolve the SPC Alumni Association’s 501(c)(3) status

VIII. INFORMATIONAL REPORTS

- A. Quarterly Information Report on Contract Items
- B. Quarterly Informational Report of Exempt and Non-Exempt Purchases

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IX. PUBLIC ACCESS/UNAGENDAED ITEMS

X. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing (*Action*)

- Rule 6Hx23-2.37 - Sabbatical Leave
- Rule 6Hx23-5.04 - Receipts, Deposits, and Disbursements

XI. PRESIDENT'S REPORT

A. Topics for Joint School Board Meeting

XII. NEXT MEETING DATE AND SITE

September 16, 2014 (Joint meeting with Pinellas County School Board, Administration Building, 301 4th Street S.W., Largo)

XIII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting August 19, 2014, 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: May 16, 2014

Confirmation of Publication

[Notice of meeting](#)

14-146. Under Item I, Call to Order

The meeting was convened by Chairman Gibbons at 9:07 a.m. The invocation was given by Chairman Gibbons and was immediately followed by the Pledge of Allegiance.

14-147. Under Item II, Preliminary Matters

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Dr. Law recommended adoption of a retirement resolution for Ms. Diane Jessup and Ms. Karen Miller. Ms. Jessup and Ms. Miller were in attendance and, joined by colleagues, received their resolutions as presented by Chairman Gibbons and President Law.

14-148. Under Item II-B, Recognitions/Announcements

Recognitions/Announcements –

1. Dr. Anne Cooper, Senior Vice President, Instruction & Academic Programs, introduced Dr. Susan Colaric, Associate Vice President, Online Learning and Services. Dr. Colaric joins St. Petersburg College from St. Leo University.
2. Dr. Tonjua Williams, Senior Vice President, Student Services, introduced Dr. Marvin Bright, Provost, Tarpon Springs and Dr. Scott Fronrath, Provost, Allstate Center. Dr. Bright was recently with the Virginia Community College system. Dr. Fronrath comes from Keiser University to join St. Petersburg College.
3. Dr. Starla Metz, Collegiate High School Principal, introduced the second St. Petersburg College Gates Millennial Scholar, Salina Som. Ms. Som is one of 1,000 recipients from a pool of 52,000 applicants for this scholarship which will fund her studies through her attainment of a Ph.D. in Pharmaceutical Engineering. Her father, Savan Som, is a long-time member of the St. Petersburg College staff at St. Petersburg/Gibbs campus. Ms. Som will be attending the University of Florida. She thanked Mrs. Metz and St. Petersburg College for the opportunity to attend St. Petersburg College.
4. Presentation of Florida College System Foundation Check. Mr. Joe Lang, Attorney for St. Petersburg College, and Dr. Thomas Furlong, Trustee, Florida College System Foundation, presented a check from the Florida College System Foundation in support of academic scholarships at St. Petersburg College. Mr. Lang acknowledged the late Dr. Phil Benjamin's history with the Foundation whose efforts helped to grow the Foundation's assets to \$23M.

Dr. Furlong shared that the Florida College System Foundation scholarships have helped to reduce the nursing and allied health shortages as well as supported the First Generation scholarships. He cited Florida Blue, Helios and Bank of America as other Foundation supporters.

14-149. Under Item II-C, Annual Organizational Meeting

Annual Organization Meeting

Chairman Gibbons shared that in accordance with State legislative requirements, a new Chair and Vice Chair must be identified for the coming academic year. Ms. Westine nominated Mr. Fine for the position of Chairman of the St. Petersburg College Board of Trustees. Mr. Oliver seconded the motion and the motion passed unanimously.

Chairman Fine then opened the floor for nominations for the Vice Chair. Ms. Westine nominated Mr. Oliver and Mr. Gibbons seconded the motion. The motion passed unanimously.

Mr. Gibbons moved to accept the submitted Board Meeting Schedule with the additional request that the June, 2015, meeting be held at the Midtown Campus. Ms. Westine seconded the motion.

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Mr. Gibbons also requested a meeting at the Tarpon Springs campus during the coming year. Dr. Law agreed to look at the schedule to see if that site could be fit into the schedule.

14-150. Under Item II-D, Appointment of Board Members to Direct Support Organization Boards

Appointments were made for Direct Support Organization Boards members to the following:

St. Petersburg College Foundation, Inc – Mr. Fine and Ms. Westine
Institute for Strategic Policy Solutions – Mr. Oliver
Leepa-Rattner Museum of Art, Inc. – Mr. Gibbons

14-151. Under Item III, Comments

Opportunity was given for comments from the Board Chair, Board Members, the President and the public.

Mr. Gibbons commented that the Fall Faculty event was successful. He shared that he had received great comments about the first day of classes and commended Dr. Law and the College staff for their efforts.

Chairman Fine thanked Mr. Gibbons for his service as the Chairman during the past two years. Dr. Law added his appreciation for Mr. Gibbons' leadership.

Dr. Law also shared two new brochures with the Board: The Faculty Welcome Back brochure and the Resource Guide for faculty who were seeking resources for referrals for students who may be struggling with non-academic issues. He also shared a one-page flyer that describes the student success rates that have shown significant success in key demographics such as African American males and Hispanic students. Ms. Westine asked that the flyer be sent to Mr. Ken Burke, former Board Member.

14-152. Under Item IV, Review and Approval of Minutes

The minutes of the June 17, 2014 Meeting of the Board of Trustees of St. Petersburg College were presented by the chairman for approval. Mr. Gibbons moved approval of the minutes as submitted. Ms. Westine seconded the motion. The motion passed unanimously.

14-153. Under Item V, Monthly Reports

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.

Mr. Lang expressed his gratitude to the Legal Office for the excellent communication between his office and the College's Legal Office. He also noted that he had attended the Fall Faculty event and was especially impressed with the speakers.

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Ms. Suzanne Gardner noted the inclusion of a Memorandum describing the College's plan for compliance to Title 9 and an amendment dealing with the College's plan for dealing with violence on campuses. She stated that the College is required to have a plan and implement it which will be included in the Security Report issued in October 2014. Ms. Gardner stated that there are enhancements to reporting and grievance procedures as well as other items. She stated that a compliance working group is in place and that updates will be presented to the Board in coming months.

14-154. Under Item VI - A, Strategic Priorities

Under Strategic Priorities, Fall 2014 Enrollment Update, Dr. Jesse Coraggio & Dr. Patrick Rinard

Dr. Patrick Rinard, Associate Vice President, Enrollment Services presented information regarding the increase in enrollment for the fall semester. The headcount of students is 32,350, which is 2.2% increase over last fall semester. Student semester hours increased 1.4%. Upper division student semester hours increased 6.7% from last fall. Lower division increased .7%. The Nursing, Business Administration and Education programs saw increases in baccalaureate programs enrollment. Baccalaureate degree enrollment as a percent of opening day enrollment has increased from 9.4% in the fall of 2009 to 12.7% for this fall semester. Continuing student enrollments have increased slightly, up .1%.

Dr. Rinard shared that data for enrollments by ethnicity reveal increases for Black and Hispanic students. New student enrollments are up 8.7%. First Time in College (FTIC) student enrollment increased 8.8% from last fall semester. Dr. Rinard stated the largest increase by age was in the 18 to 21-year-old population. By gender, male enrollment increased 2.9% and female enrollment increased 1.8%.

Mr. Gibbons asked about the time period between enrollment and drop-out due to a failure to attain financial aid. Mr. Mike Bennett, Associate Vice President Financial Assistance Services, stated that Financial Aid applications are processed within 48 hours. Dr. Law added that students know their financial aid status before classes begin.

Dr. Tonjua Williams shared that, while the College is proud of the enrollment data, it would not have happened without changing the way the College does business. She stated that some processes had to be undone and obstacles were removed that prevented students from moving from application to enrollment. She noted that, under the guidance of Ms. Diane Sabino, Executive Director of Marketing and Public Information, marketing efforts have been enhanced and communications have been improved. Dr. Williams stated that there is still much work to be done. She noted that on August 29, 2014, there will be an event at the Collaborative Labs to examine further improvements.

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Mr. Gibbons commended Dr. Williams and her staff on the work that was done. He also suggested that there be an increased College presence at community events, particularly at high school college day events.

Ms. Bello shared that she has noted an improvement in the materials disseminated by the College and thanked Ms. Sabino and her team for their work. Ms. Westine added that it takes courage to make corrections and commended the staff for making changes for the better.

Mr. Michael Bennett, shared that 19,213 students were awarded \$145M in financial aid. He reported that the organization that was hired to address delinquent loans, Ceannate/i3Group, has already “cured” 1,148 of the 4,919 delinquent loan accounts since they assumed this responsibility in June, 2014. A delinquent loan is one that is 1 – 360 days delinquent (no payment) If you do not make any payments on your federal student loans for 270-360 days and do not make special arrangements with the loan servicer to get a deferment in school at least 6 credits) or forbearance (financial hardship), your loans will be in default. “Curing” means the Ceannate loan counselors assisted our students with entering deferment, forbearance, repayment (including income based repayment) or consolidation and the loan is no longer delinquent. Chairman Fine asked what the collection goal was and Dr. Law stated that they are focusing on getting students on a repayment plan. Mr. Bennett shared that the goal is to stay below a 30% default rate.

Dr. Jesse Coraggio, Associate Vice President, Institutional Effectiveness, Research & Grants, shared data on student retention data. For First Time in College students, who were part of a Fall 2010 student cohort that the College has been following, the graduation rate as of Spring 2014 is 18.5%, with the largest percentage going to those students who began their studies as full-time students. He noted that about half of those students who begin as full-time, move to part-time status.

Dr. Law explained to the Board that the 2010 cohort began their studies at St. Petersburg College without the benefit of the College Experience and other efforts instituted since 2010. He assured the Board that retention will continue to be an area of focus.

Dr. Coraggio shared a slide highlighting the theme of “Moving the Needle” that will be the focus of an upcoming St. Petersburg College conference in November, 2014. At this event, institutions will be sharing their data strategies and best practices. Dr. Law added that Dr. Mark David Milliron, a recognized spokesperson regarding student success, asked to be the keynote speaker at this event.

14-155. Under Item VI - B, Student Success and Achievement

Under Student Success and Achievement, Unlimited Access Program Basics, Mr. Jonathan Jacques, Seminole Campus Student Government Association (SGA) President and Dr. Jim Olliver, Provost, Seminole Campus,

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Dr. Jim Olliver introduced Mr. Jonathan Jacques. Mr. Jacques presented information via video regarding a recent agreement with Pinellas Suncoast Transit Authority (PSTA). This agreement allows any St. Petersburg College student, faculty or staff member to ride the PSTA bus system simply by showing their St. Petersburg College identification badge. He noted that it is still difficult for students to attend evening classes and events, due to lower PSTA service during that time. He stated that the goal is to make 113th. St. and 102nd Ave. major routes with service every 10 minutes.

Dr. Olliver shared that Mr. Jacques is pursuing studies in order to be a neurosurgeon. Dr. Olliver also shared some specific features of the PSTA agreement. It is a one-year agreement supported with \$75,000 from the Student Activities fees that will be in effect from August 18, 2014 through August 17, 2015. St. Petersburg College and PSTA will be coordinating program promotion and data collection on the program.

14-156. Under Item VI - C, Budget and Finance

Under Budget and Finance,

Ms. Jamelle Connor shared information regarding the 2013-2014 Fiscal Year Budget. She noted that the budget was essentially flat for the year. Fund balances for the year are as follows: Fund 1: General Operating Funds, \$5.76M; Fund 2: Restricted Funds, \$7.36M; Fund 3: Auxiliary Funds (\$6.65M); Fund 7: Facilities Construction and Renovation (PECO) Funds: \$28.9M. Ms. Conner noted that the majority of Fund 7 is earmarked for the larger construction projects such as Midtown Campus, Bay Pines, and Clearwater Campus Library.

Chairman Fine asked Dr. Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology, if it is possible to quantify the cost to the College of specific students in specific programs such as Nursing, baccalaureate, and to examine the margins for those programs. Mr. Gibbons added that he would also like to see how St. Petersburg College's numbers line up with other schools.

Dr. Law answered that St. Petersburg College is capable of producing its own numbers now, but getting information from other schools would be more difficult.

14-157. Under Item VI - D, Administrative Matters

Under Administrative Matters,

The Board considered Personnel Items VII-D.1a. Mr. Gibbons moved approval. Ms. Bello seconded the motion. The motion passed unanimously.

Information regarding these items is as follows:

1. Human Resources
 - a. Personnel Report (*Action*) - No discussion.

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b. Employee Health Insurance (*Presentation*)

Ms. Patty Jones, Associate Vice President, Human Resources, presented information regarding the Employee Health Insurance Plan for the coming year. She shared data on claims experience and some key steps that were taken to control costs: a comprehensive wellness program, an informed and involved Benefits Committee, and having a self-insured status that allows flexibility. She noted that with an increase to the deductible amounts, the employees are sharing more of the cost than they have in the past. The trend is that both employee deductibles and co-pays have decreased from 2011. Pharmacy costs have also been reduced by encouraging the use of generic brands.

Ms. Jones shared that the impact of the decision to offer new employees only the High Deductible Health Plan will be steady, but gradual. She explained that all carriers have locked in rate guarantees through at least 2015. There will be no change to employee premiums, co-pays or deductibles for 2015. The College has entered into an agreement with The Hartford for employee life insurance that will result in no increase in supplemental life premiums for employees. The agreement will result in an annual rate increase for the College of \$36K. Retirees will experience a 25% increase in premium, which would be approximately \$12 to \$15 per month as the maximum coverage for retirees is limited to \$5,000. These rates are guaranteed for a three-year period.

Dr. Law explained that employees are provided up to two times their salary in life insurance, but they can purchase supplemental life insurance at any amount they choose. He commented that it is the goal to stabilize insurance until the market stabilizes. He noted that the exchanges are increasing their premium rates 13% next year.

2. Construction

a. Construction Manager at Risk – Clearwater Library (*Action*)

Dr. Law explained that the same process was used for selecting a construction manager for the Clearwater Library project as was used for the Midtown Campus project. He noted that Trustees Oliver and Westine were part of that process. Ms. Westine noted that because of the process, there were criteria in place that allowed the selection process to go easier. The recommendation before the Board is to engage Creative Contractors for this project.

Mr. Oliver moved for the approval of Creative Contractors as the Construction Manager at Risk for the Clearwater Library project. Mr. Gibbons seconded the motion. The motion passed unanimously.

b. Request to Advertise for Professional Services (Contractors, Architects, Engineers) (*Action*)

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Mr. James Waechter, Associate Vice President, Facilities Planning & Institutional Services, addressed the Board with a request to advertise for professional services. He explained that this allows the College to have a list of contractors they can use for smaller projects. Dr. Law added that he has approval authority for projects up to \$325K. He noted that these are typically projects of short duration done during College breaks. Ms. Westine asked if the selection process is the same for these contractors and Mr. Waechter said it was approximately the same with the exception that board members do not take part in the selection process for these smaller contractors. Mr. Oliver commented that by having a list of eligible contractors, it eliminates having to qualify firms at the last minute. Dr. Law added that it also allows for the use of local contractors to keep the work in the community.

Mr. Gibbons motioned and Mr. Oliver seconded. The motion passed unanimously.

c. Request to Advertise for Design/Build Services, Green Living Demonstration Center, Seminole campus (*Action*)

Mr. Waechter presented a request to advertise for Design/Build Services for the Green Living Demonstration Center planned for the Seminole Campus.

Ms. Westine motioned for approval, Mr. Gibbons seconded the motion and the motion passed unanimously.

14-158. **Under Item VI - E, Academic Matters**
None

14-159. **Under Item VII-A, Old Business**
None

14-160. **Under Item VII-B.1, Grants/Restricted Funds Contracts**
The Board considered Items VII-B.1-2 under Grants/Restricted Funds Contracts.
Information regarding these items is as follows:

14-161. **Under Item VII-B.2, Bids, Expenditures and Contracts over \$325,000**
The Board considered Items VII-B.1-2 under Bids, Expenditures and Contracts over \$325,000.

Information regarding these items is as follows:

- a. TW Telecom, Inc.—Internet and Network Services
- b. Microsoft Campus Agreement – Staff, Faculty & Administrative

14-162. **Under Item VII-B.3, Capital Outlay, Maintenance, Renovation, and Construction**

The Board considered Items VII-B.3 Capital Outlay, Maintenance, Renovation, and

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Construction. Item VII-B.3 was accepted as information only.

Information regarding these items is as follows:

- a. Amendment of Lease with Pinellas County Government at Epi Tech Building
- b. Renewal of Lease with PASS Group, Allstate Center (Dr. Scott Fronrath)

14-163. Under Item VII-B.4, Other

- a. Approval to dissolve the SPC Alumni Association's 501(c)(3) status

Mr. Gibbons moved for approval of all Consent Agenda Items (Item VII). Ms. Westine seconded the motion. The motion passed unanimously.

14-164. Under Item VIII, Informational Reports

Chairman Fine closed the Board meeting and opened the Public Agenda at 10:34 a.m.

14-165. Under Item IX, Proposed Changes to BOT Rules Manual Under Item VII-IX, Proposed Changes to BOT Rules Manual

A rulemaking hearing was conducted for the purpose of amending and/or adopting changes to the Board of Trustees Rules and Procedures Manual. Proof of public notice of this meeting is included as a part of these minutes. Internal notice was published in the **Blue and White** and notices were duly posted. The chairman requested comments from the public. There were none. The president sought approval of Item IX. Ms. Westine moved approval. Mr. Gibbons seconded the motion. The motion passed unanimously.

Information regarding the rules is as follows:

- Rule 6Hx23-2.37 - Sabbatical Leave
- Rule 6Hx23-5.04 - Receipts, Deposits, and Disbursements

Dr. Law commented that Dr. Rich Mercadante, President of the Faculty Governance Organization, did good work on the Sabbatical Leave rule and the desire was to formalize the process.

14-166. Under Item X, President's Report

Under the President's Report, Dr. Law discussed the following:

Dr. Law shared that the College has committed to a joint meeting with the Pinellas County School Board next month. An update on the Technical College shift is expected. It is also hoped that a commitment to the Elite Educator Program will be approved. He noted that while the high schools are careful about the amount of access allowed to their students in 11th and 12th grades, it is hoped that there will be changes to allow more structure providing students the ability to transition to St. Petersburg College.

**MINUTES OF THE AUGUST 19, 2014 MEETING OF THE BOARD OF
TRUSTEES OF ST. PETERSBURG COLLEGE**

Ms. Westine noted that she appreciates how sensitive an issue this is. She shared that she attended the Collegiate High School graduation and was overwhelmed by the opportunity offered to these students. Ms. Westine acknowledged that this is a program that is only in place in southern Pinellas County, but that she would like to see it expanded to the northern part of the county. Mr. Gibbons agreed that it would be beneficial to expand this program. He also commented that there appears to be no rhyme or reason to how the K-12 schools prepare students to continue on to St. Petersburg College. Mr. Gibbons noted that he has seen many D and F rated schools where there were no changes to the principals. He asked how the students can be brought into the College's business program.

Dr. Law noted that by this time next year, with the completion of the Midtown Campus, there will be several schools in the vicinity of that campus. Ms. Westine asked if the Allstate Center partners with the various academies. Dr. Law said that it does and that the College also hosts summer programs. Mr. Gibbons commented that every program should be tied to St. Petersburg College.

Dr. Law noted that he would forward the agenda to the Board for the joint meeting with the Pinellas County School Board.

14-167. Under Item XI, Next Meeting Date and Site

The Board confirmed its next meeting date and site as Tuesday, September 16, 2014 for a Joint Meeting with the Pinellas County School Board at the PCSB Administration Building, 301 4th Street SW, Largo, FL.

14-168. Under Item XII, Adjournment

Having no further business to come before the Board, Chairman Fine adjourned the meeting at 10:44 a.m.

William D. Law, Jr.

Secretary, Board of Trustees
St. Petersburg College
FLORIDA

Robert Fine

Chairman, Board of Trustees
St. Petersburg College
FLORIDA

Attachments
Board Memos and
Supplemental Materials

Board of Trustees Meeting
August 19, 2014

II - B.1 New Associate Vice President, Online Learning and Services



Susan Colaric, PhD started as Associate Vice President, Online Learning and Services on July 1st. Prior to that she was the Assistant Vice President of Instructional Technology at Saint Leo University. She has worked in the fields of online and instructional technology for fifteen years, has written numerous journal articles and book chapters, and has presented at national and international conferences. Her research for the last decade has focused on faculty use of technology to enhance student learning and the management of distance learning programs. Dr. Colaric earned her doctorate in Instructional Systems from The Pennsylvania State University; she holds a Master's degree in Library Science from The University of North Carolina, Chapel Hill and completed her undergraduate degree at The College of William and Mary in

Williamsburg, VA.

II - B.2 New Provost Tarpon Springs

Dr. Marvin L. Bright, Provost, Tarpon Springs Campus



Dr. Marvin L. Bright is from the Virginia Community College System where he serves as the Chief Officer of Student Success Initiatives. The Virginia Community College System (VCCS) oversees a network of 23 community colleges in Virginia. Prior to this role, Dr. Bright served as the Chief Administrative Officer of Tidewater Community College's Norfolk campus where he provided leadership as the Provost responsible for advancing the College's mission and strategic plan by articulating the resources needed to ensure that the campus efficiently and effectively developed and delivered requisite programs and services.

With over 20 years of experience in higher education, Dr. Bright has held several administrative positions in academic and student services. These positions include Associate Vice President of Student Affairs, Dean of Students, Director of Athletics, Associate Professor and Counselor at a variety of complex institutions of higher education.

Dr. Bright's philosophy on student success is simply put, that students derive the greatest benefit from their college experience when their levels of campus engagement – academic, civic, global awareness, civility, and respect for diversity – are mutually supportive of and relevant to a particular educational outcome. A community college graduate with an Associate of Arts from the Community College of Baltimore County—formerly Catonsville Community College, Dr. Bright also holds a Bachelor of Science in Interdisciplinary Studies from Towson University, a Master's in Educational Psychology from Temple University and a Doctorate in Higher Education Administration from Morgan State University.

His first day at SPC is July 14, 2014.

II - B.3 New Provost Allstate Center

**Dr. Charles "Scott" Fronrath, Provost, Allstate Center**

Dr. Scott Fronrath is from Keiser University where he serves as an Associate Dean of Academic Affairs. His responsibilities include leadership and development of baccalaureate and associate degree programs in Criminal Justice, Homeland Security, Cyber Forensics, Crime Scene Technology, Forensic Investigations, Legal Studies, Business, Information Technology, and Graphic Arts and Design. He is also an adjunct faculty at Palm Beach State College.

Dr. Fronrath has 17 years of law enforcement experience. His teaching experience includes police tactics and officer survival techniques for a variety of law enforcement agencies throughout the State of Florida. He has been very involved in the community and serves on several boards, committees, and labor unions: The Police Benevolent Association, International Union of Police Association, Florida Law Enforcement Canine Association, the National Police Canine Association, and National Fire, Emergency Medical Services, Inlet Grove Community High School Governing Board, and the Palm Beach County School Advisory Council. He also serves as an evaluator for the Department of Justice; Bureau of Justice Assistance, and several criminal justice organizations.

As an educational leader in today's progressive career driven society he believes the optimal goal must be to empower students to take control of their educational journey and provide for them a focus that ensures necessary skill development designed to help them obtain a meaningful career.

He holds a Doctorate of Education degree from Nova Southeastern University in Organizational Leadership and Human Resource Management and a Master's degree in Criminal Justice with a specialization in Public Administration.

His first day at SPC is June 23, 1014.

II – B.4 2nd SPC Gates Millennium Scholar - Salina Som




Salina Som, Gates Millennium Scholar and her father Savonn Som

- Salina will receive a scholarship to attend any accredited college or university in the United States.
 - The renewable scholarship initially funds undergraduate studies, and can also fund Salina’s education through the master’s and doctoral levels.
 - Salina plans to pursue a B.S. in Chemistry from the University of Florida followed by a doctorate in Pharmaceutical Engineering.
 - Born in Cambodia, her family moved to Boston when she was 3 months old and then to St. Petersburg when she was in first grade.
 - Her father, Savonn Som, just celebrated 10 years on the custodial staff at St. Petersburg College.
- “I am so proud of Salina,” said SPCHS Principal Starla Metz. “She is a humble and hardworking student who is most deserving of this honor.”

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: 2014 - 2015 Proposed Board of Trustees Meeting Schedule

Approval is sought to schedule the 2014-2015 St. Petersburg College Board of Trustees meetings according to the proposed schedule below.

Proposed meeting dates and locations:

August 19, 2014	Epi Center
September 16, 2014	Joint Meeting with the Pinellas County School Board at PCSB Administration Building, 301 4 th Street SW, Largo, FL
October 21, 2014	Epi Center
November 18, 2014	St. Petersburg/Gibbs Campus
December 9, 2014	Epi Center, Collaborative Labs (Board Workshop)
January 20, 2015	Epi Center
February 17, 2015	Health Education Center
March 17, 2015	Epi Center
April 21, 2015	Epi Center
May 19, 2015	Seminole Campus
June 16, 2015	New Midtown Campus
July 15, 2015	None

William D. Law, Jr., President, recommends approval.

Attachment

VI - A.1 Fall 2014 BOT update

St. Petersburg College
SPC

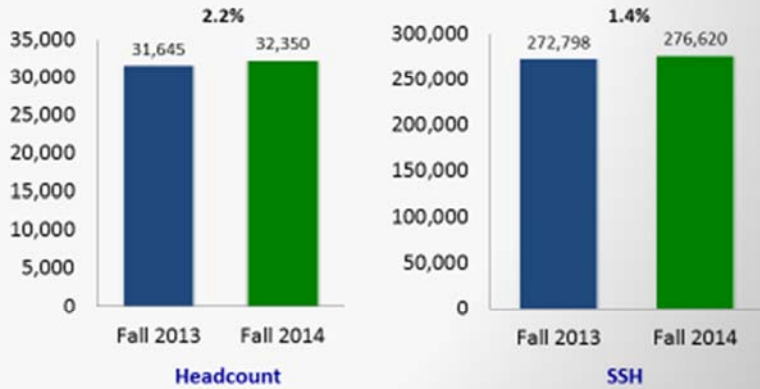


Fall 2014 Who's Here

SPC Board of Trustees Meeting
August 19, 2014

An Achieving
The Design
Institution

St. Petersburg College
SPC



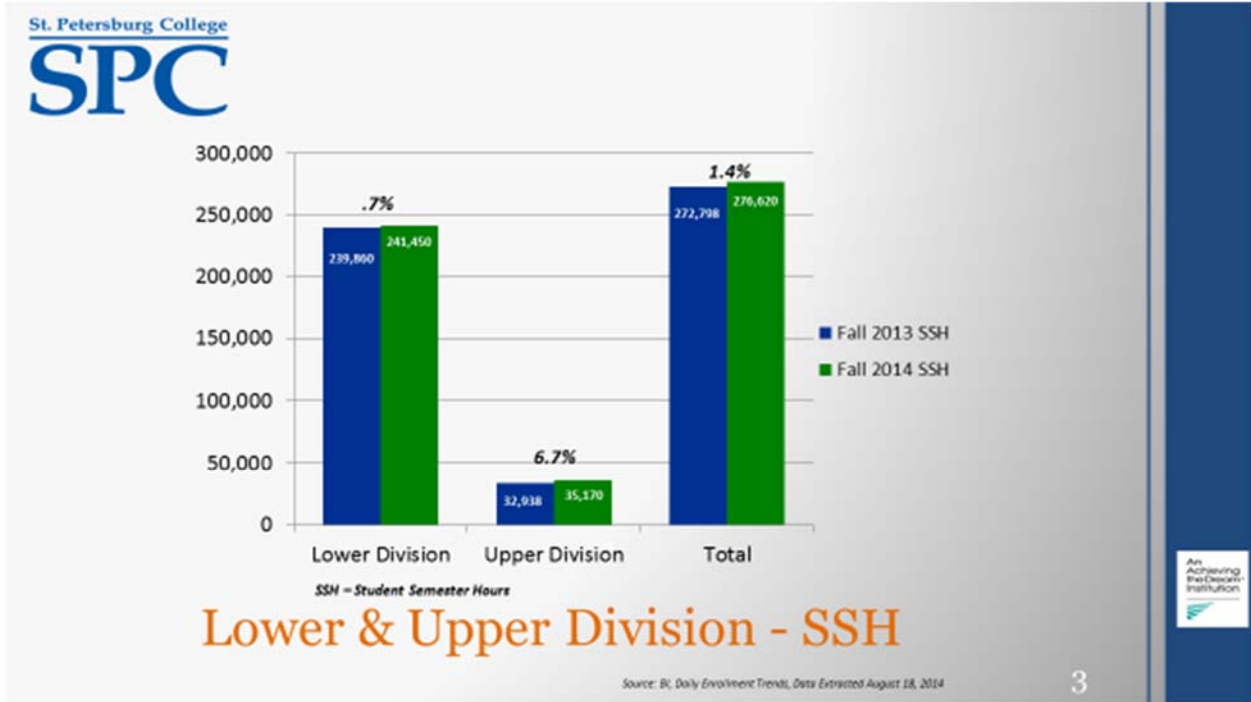
Metric	Fall 2013	Fall 2014	% Change
Headcount	31,645	32,350	2.2%
SSH	272,798	276,620	1.4%

Opening Day Enrollment

Note: SSH = Student Semester Hours.
Source: BI, Pulse – Headcount and Enrollment By Day Dashboards, Data Extracted August 18, 2014

An Achieving
The Design
Institution

2



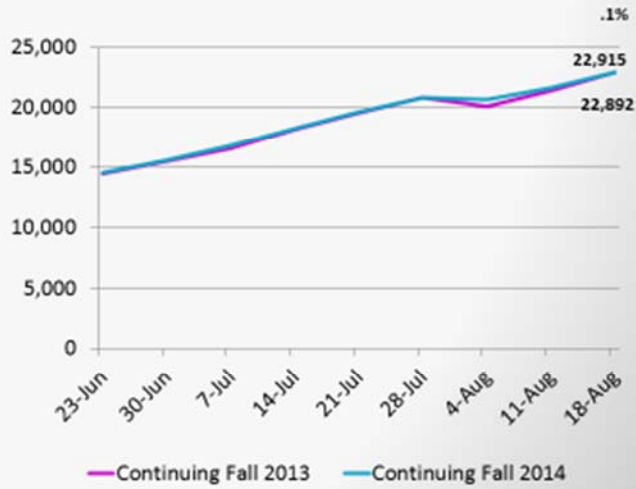
- 6.7% growth from last Fall
- Nursing +21.6% (5,920 SSH)
- Business Administration +10.6% (11,142 SSH)
- Education +2.2% (6,406 SSH)

Baccalaureate Enrollment as a Percent of Opening Day Enrollment (SSH)

Fall 2009	Fall 2010	Fall 2011	Fall 2012	Fall 2013	Fall 2014
9.4%	10.2%	11.0%	11.4%	12.0%	12.7%

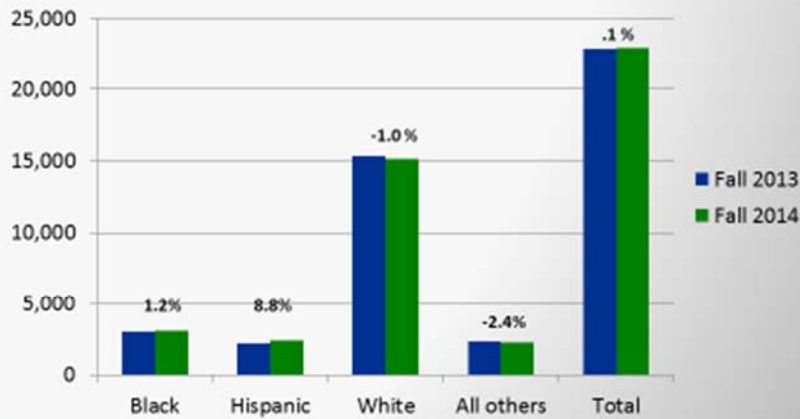
Baccalaureate Enrollment

Source: BI, Pulse Daily Enrollment Trends and Daily Enrollment Report, Data Extracted 8/18/14



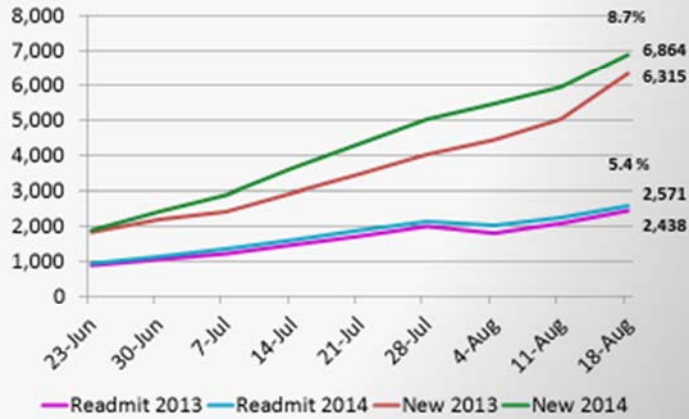
Continuing Student Trend

Source: BI - Headcount Enrollment By Day Dashboard, Data Extracted August 18, 2014



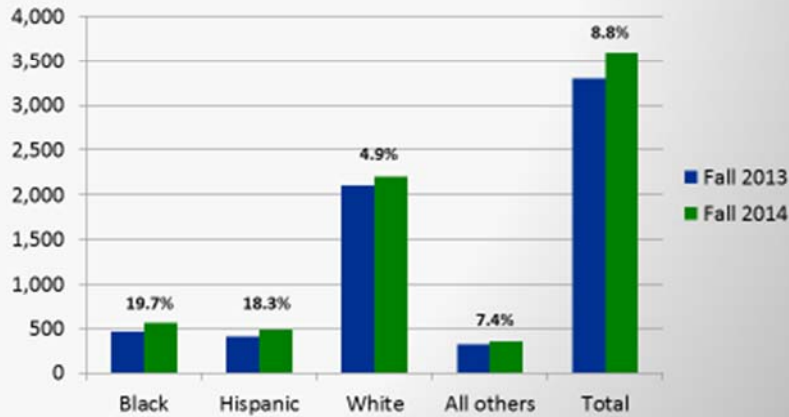
Continuing Students - Ethnicity

Source: BI - Headcount Enrollment By Day Dashboard, Data Extracted August 18, 2014



New and Readmit Student Trend

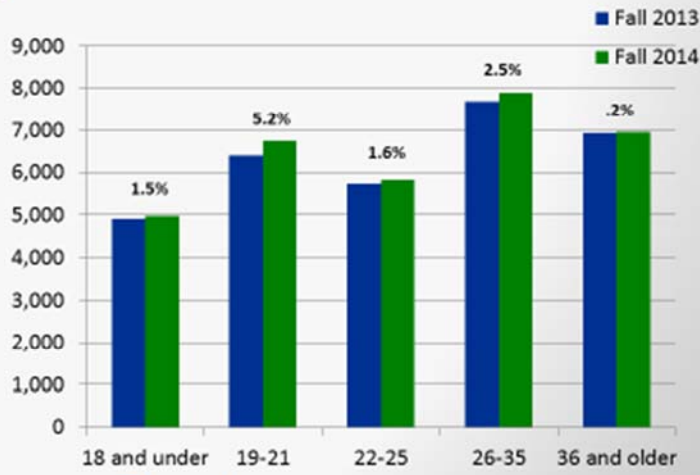
Source: BI - Headcount Enrollment By Day Dashboard, Data Extracted August 18, 2014



First Time in College

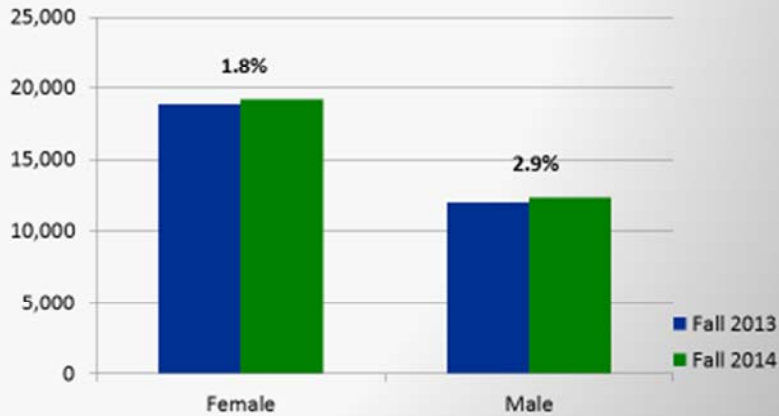
Source: BI - Headcount Enrollment By Day Dashboard, Data Extracted August 18, 2014





Headcount by Age

Source: BI - Headcount Enrollment By Day Dashboard, Data Extracted August 18, 2014



Headcount by Gender

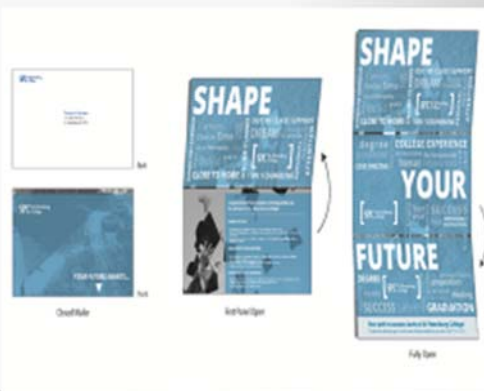
Source: BI - Headcount Enrollment By Day Dashboard, Data Extracted August 18, 2014

- 2.2% increase in student headcount and 1.4% increase in Student Semester hours
- 6.7% Increase in Baccalaureate Enrollment
- 8.7% Increase in New Students
- 8.8% Increase in overall FTIC
- 19.7% Increase in FTIC African American students
- 18.3% Increase in FTIC Hispanic students
- 3.6% increase in Traditional age (21 and under)

Noteworthy Observations

11

- Restructured the enrollment process (prospect-enrollee)
- Removed obstacles to enrollment
- Enhanced marketing and publications – social media
- Improved communication (phone calls, emails, letters) to be more personal and timely
- Implemented a weekly Fall 2014 Enrollment Webinar (pre-enrollment, enrollment, % courses full, payment/financial aid processing)



Fall 2014 Enrollment Strategies

12

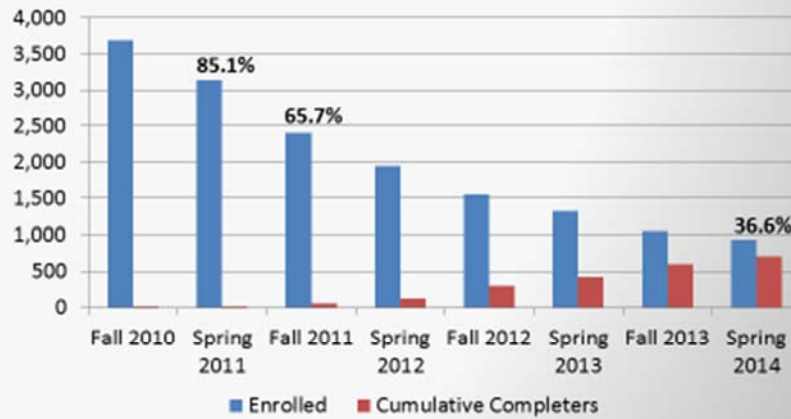
- **19,213 students awarded \$ 145 million!**
 - Average award package - \$7,540/yr.
- **Pell Grant - 13,508 students received \$ 60 million.**
 - Average award - \$4,428 per year.
- **Student Loans – 15,162 students, \$74 million.**
- Lower Division – average loan - \$ 4,662 per year
- Upper Division – average loan - \$ 6,328 per year

Financial Aid Awards

Group Loan Counselors

- SPC Current Delinquent Loan Accounts – 4,919.
- i3 Group Loan Counselor Calling began on 6/20/14.
- **“Cured” Accounts – 1,148 as of 8/8/14 !**
- Ongoing status conference calls every 2 weeks.

Financial Aid – Cohort Default Rates



Fall 2010 FTIC Cohort Retention

Source: BI - Various Pulse BI Dashboards with Analysis, Data Extracted August 8, 2014
Note: Retention Rate includes still enrolled or graduated by the end of the reported term.

Retention Rates	By End of Spring 2011	By End of Spring 2014
Males	82.2%	32.0%
African American	87.2%	23.6%
Hispanic	85.1%	35.1%
African American Male	85.9%	17.5%
Hispanic Male	84.7%	27.7%

FTIC Retention Rates

Source: BI - Various Pulse BI Dashboards with Analysis, Data Extracted August 8, 2014
Note: Retention Rate includes still enrolled or graduated by the end of the reported term.

- 760 awards by 680 individual students
- Overall Graduation Rate by end of Spring 2014 is 18.5%

Four Year Graduation Rate	By End of Summer 2014
Started Fulltime	35.0%
Started Part-time	9.0%
Males	17.3%
African American	6.2%
Hispanic	16.7%
African American Male	5.6%
Hispanic Male	18.2%

FTIC Graduation Rate

Source: BI - Various Pulse BI Dashboards with Analysis, Data Extracted August 8, 2014
 Note: Retention Rate includes still enrolled or graduated by the end of the reported term.

- Fall-to-Fall Overall Retention was 85.1%; Fall-to-Spring Overall Retention was 65.7%
- Retention Rate by End of Spring 2014 was 36.6%
- By End of Spring 2014...
 - 51.7% retention rate for students starting full-time vs. 27.9% for those starting part-time
 - African American students had a retention rate of 23.6% as compared to 35.1% for Hispanic students and 39.5% for White students
- By End of Summer 2014...
 - 760 awards by 680 individual students
 - Overall Four Year Graduation Rate by End of Spring 2014 is 18.5%

Noteworthy Observations



Questions

<http://www.movingtheneedleconference.com>

Save the Date – November 6-7 – Clearwater, FL



*Institutions will be sharing their transformational
data strategies and best practices*

Moving the Needle 2014

VI - B.1 UPASS - Unlimited Access Program Basics


Unlimited Access Program Basics – SPC and PSTA

- One year agreement - \$75,000 paid from Student Activities fees – August 18, 2014 through August 17, 2015.
- Unlimited bus service for all SPC students enrolled in credit courses on all routes at all times by showing student ID, including regular and express routes, shuttles and trolleys.
- All college employees, full and part-time, faculty and staff also able to ride any bus service by showing their ID.
- SPC and PSTA to coordinate and cooperate on program promotion. PSTA to capture information on ridership.



August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: FY13-14 July 1 – June 30 End of Year Financial Reports

Fund 1- Financial Report Highlights:

- Total revenue ended at 3% under budgeted revenue projections primarily due to lower enrollment than anticipated.
- Total Operating Costs ended at 3% under budget primarily due to management of current expenses implemented early in the year. These efforts resulted in current expenses ending at 85% of budget. Personnel costs were 100% of budget.
- Overall budgeted operating actuals resulted in revenues over expenses of just over \$13k
- Unencumbered fund balance: \$5,760,857 (\$14.8 million reserved for accrued leave payments)

Also included for information are the FY 2013-14 End of Year unencumbered fund balance summaries for:

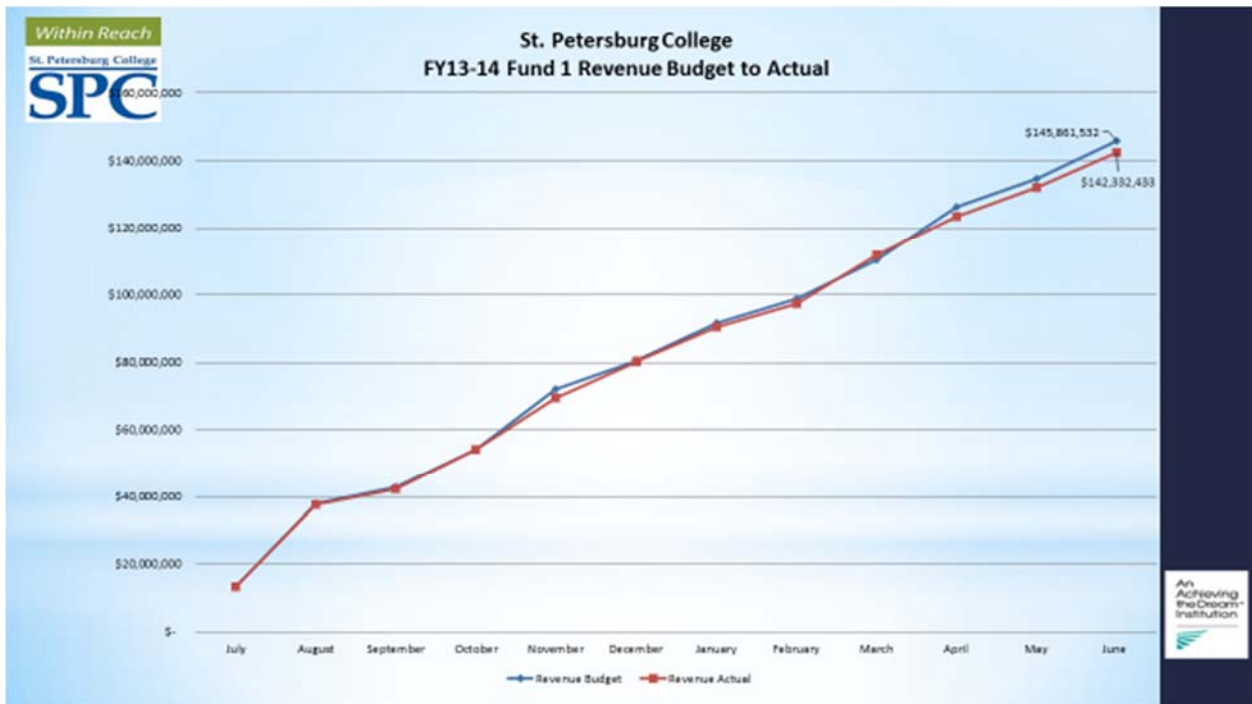
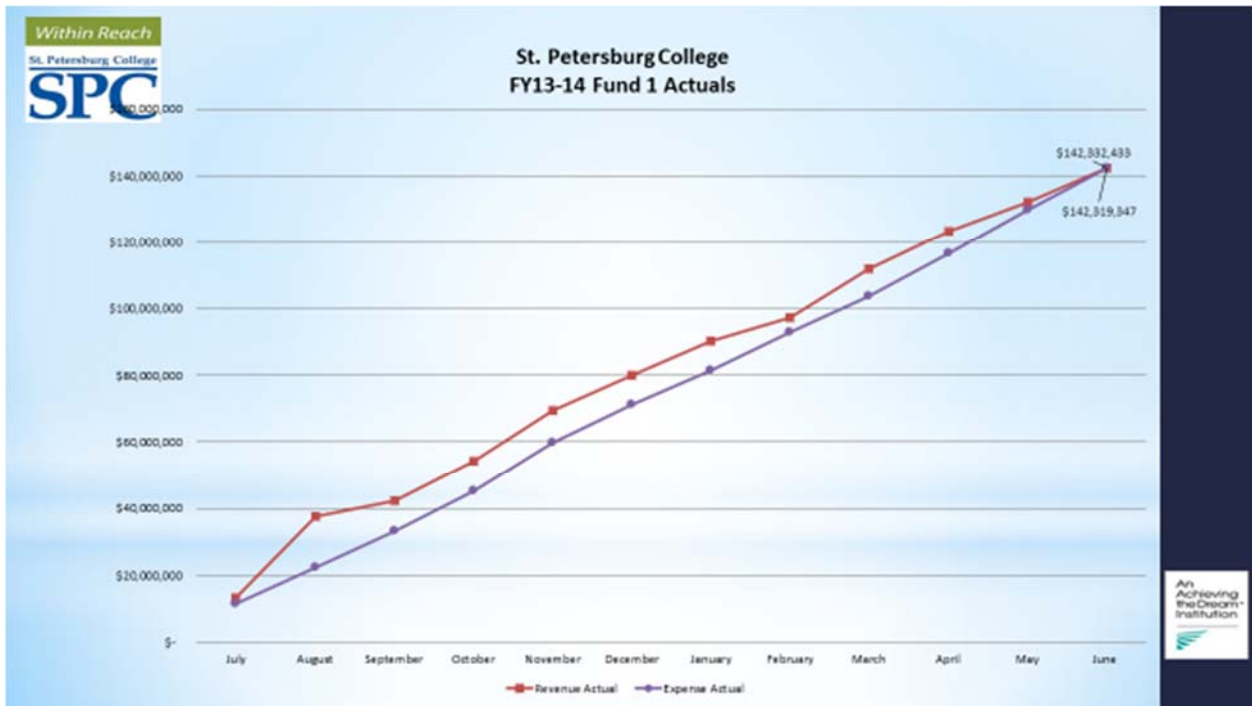
- Fund 20-24 Grants and other Restricted Funds: \$4,023,340
- Fund 25-27 Student Activity Funds : \$3,338,797
- Fund 3- Auxiliary Funds: \$6,647,963
- Fund 5- Scholarship Funds: \$185,801
- Fund 7- Capital Outlay Funds: \$28,906,641

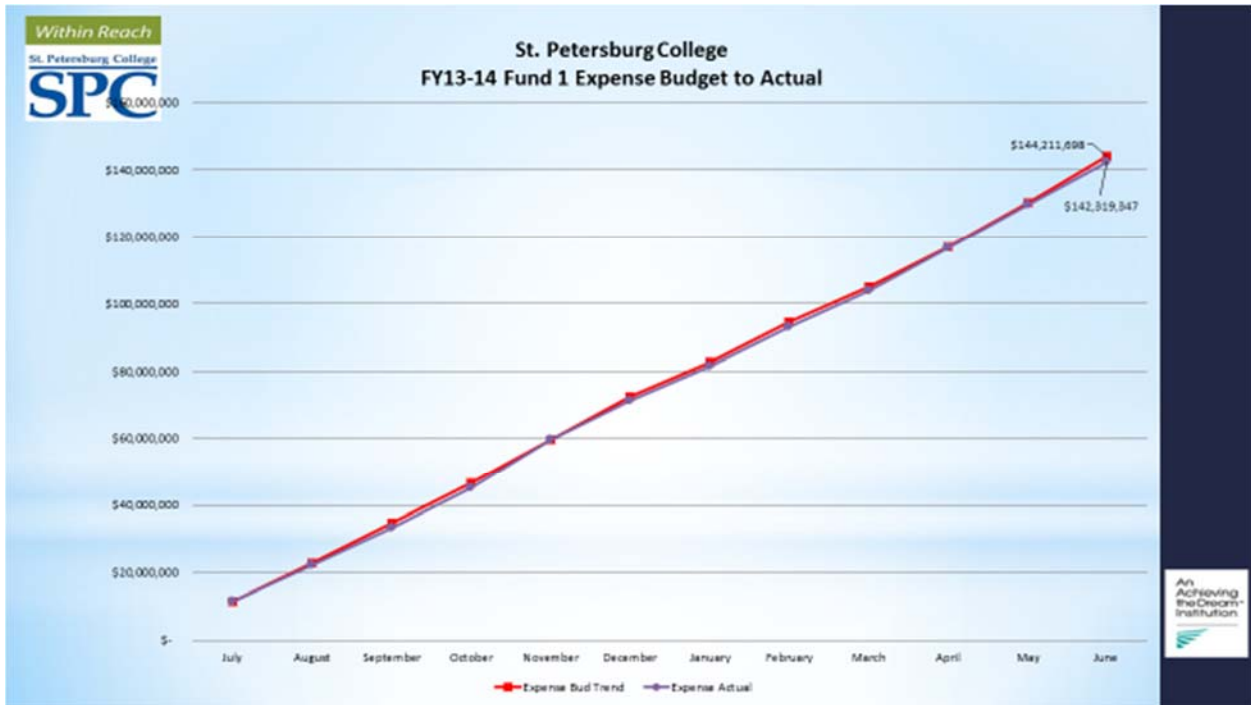
Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology, Jamelle Conner, Associate Vice President, Strategic Execution and Systems Support, recommend approval.

VI - C.1att BOT Financial Report



ST. PETERSBURG COLLEGE			
FY2013-2014 OPERATING BUDGET TO ACTUAL REPORTING: July 1 - June 30			
Revenue	FY13-14 Budget	FY13-14 Actual	% of Budgeted Revenue
Revenue			
Student Tuition & Out-of-State Fees	\$ 28,841,328	\$ 26,448,496	92%
State Appropriation - CCZP	\$ 24,888,262	\$ 24,842,246	100%
State Appropriation - Lottery	\$ 12,517,061	\$ 12,517,061	100%
Operating Cost for New Facilities	\$ 106,159	\$ 106,159	100%
Distance Learning Fee	\$ 3,284,455	\$ 3,154,052	96%
Technology Fee	\$ 2,898,687	\$ 2,898,677	97%
Lab Revenue Fees	\$ 2,222,166	\$ 1,792,879	81%
Other Revenues	\$ 3,482,617	\$ 3,067,417	88%
Other Student Fees	\$ 1,221,679	\$ 1,089,170	89%
Fund Transfers In	\$ 2,842,481	\$ 3,022,000	107%
Revenue Stabilization Reserve	\$ 2,171,099	\$ 208,000	10%
One-Time Non-Resource Funds	\$ 1,689,328	\$ 1,689,328	100%
Total Revenues - Fund 1x	\$ 147,476,532	\$ 142,322,433	97%
Operating Costs	FY13-14 Budget	FY13-14 Actual	% of Expense
Personnel & Benefits			
Instructional Faculty Full Time	\$ 28,454,115	\$ 28,899,679	101%
Administrative	\$ 21,087,384	\$ 19,846,193	94%
Career (Non-Instructional)	\$ 24,054,660	\$ 22,117,431	92%
Adjunct Supplemental	\$ 15,888,761	\$ 15,851,678	100%
Other Academic	\$ 356,827	\$ 189,099	53%
Non-Instructional O/S and Overtime	\$ 2,852,895	\$ 2,888,000	101%
Student Assistants	\$ 600,888	\$ 311,262	52%
Personnel Benefits	\$ 22,378,182	\$ 25,283,051	113%
Total Personnel & Benefits	\$ 116,757,814	\$ 116,623,872	100%
Current Expense			
Travel	\$ 602,964	\$ 824,925	137%
Repairs & Maintenance	\$ 1,817,264	\$ 1,827,229	101%
Rentals/Leases	\$ 478,271	\$ 228,563	48%
Insurance (Non-Health)	\$ 1,226,260	\$ 1,887,589	154%
Utilities	\$ 6,025,055	\$ 5,428,322	90%
Services and Fees	\$ 5,445,079	\$ 4,524,115	83%
Scholarships/Fee Waivers	\$ 1,531,895	\$ 1,881,032	123%
Materials and Supplies	\$ 6,288,462	\$ 6,442,759	103%
Tech Expense/Licensing	\$ 2,289,033	\$ 2,281,916	97%
Real Estate/Leasehold Improvements/Compliance	\$ 1,547,152	\$ 1,225,204	79%
Other Current Expense	\$ 2,844,690	\$ 484,263	17%
Total Current Expense	\$ 29,437,611	\$ 26,886,349	91%
Capital Spending			
Computer Refresh/Leases	\$ 2,485,060	\$ 2,842,291	115%
Capital Purchases-Non-Recurring	\$ 800,341	\$ 816,224	102%
Total Capital Spending	\$ 3,285,401	\$ 3,658,515	111%
Total Operating Costs - Fund 1x	\$ 147,476,634	\$ 142,319,347	97%
Total Remaining Funds (Surplus/Deficit)	\$ -	\$ 12,086	





- Within Reach*
St. Petersburg College
SPC
- ### FY 2013-14 End of Year Unencumbered Fund Balance Summary
- Fund 1- General Operating Funds (\$4.02M)
 - Associate and Bachelor Degrees (Credit)
 - Non-Credit/Workforce Development
 - Fine and Performing Arts
 - Staff and Program Development
 - Self Funded Health Plan
 - Fund 2- Restricted Funds (\$3.33M)
 - Student Activity
 - Grants and Contracts
 - Fund 3- Auxiliary Funds (\$6.64M)
 - Enterprises established to provide non-instructional services
 - Self-supporting
 - Fund 7- Facilities Construction and Renovation (PECO) Funds (\$28.9M)
 - Capital Outlay
- An Achieving the Dream Institution

Within Reach
St. Petersburg College
SPC

Questions?

An Achieving the Dream Institution

August 19, 2014

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
8/1/2014	Bailey, April E	Business Administration TS	Acad Dept Chair, Business Tech
6/9/2014	Geving, Sandra	Accounting Services DO	Accounting Support Specialist
6/23/2014	Hess, Melinda R	Institutional Research DO	Coord, Institutnl Rsrch&Rptng
6/9/2014	Gifford, Jillian B	Provost HC	Curriculum Dev Specialist
7/21/2014	Drewry, Leslie R	Custodial Services SPG	Custodian
8/4/2014	Reyes-Contreras, Noraima	Custodial Services SPG	Custodian
7/7/2014	Banchs, Pablo Jose	Custodial Services TS	Custodian I
6/3/2014	Swenton, Christopher C	Fac Plan/Construction DO	Facilities Specialist
8/1/2014	Jennings, Danielle	College of Education TS	Faculty - full-time
6/30/2014	Miller, Taavy	BA Programs/UPC	Faculty - full-time
7/21/2014	Schofield, Jennifer E	Instructional Computing SE	Instructional Dsgn Technician
7/1/2014	Cooper, Claudine M	Business Administration SE	Instructor-in-Charge
6/9/2014	Williams, John J	Landscape Services CL	Landscaper
7/28/2014	Parker II, Charles	Marketing & Strategic Comm DO	Multimedia Services Specialist
6/14/2014	LaRose, Patrick S	Nursing HC	Program Director II
6/9/2014	Marquis, Roseanne Wendy	Academic & Student Affairs DO	Scholar&Stu Fin Assist Officer
7/21/2014	Hale, Jamal D	Marketing & Strategic Comm DO	Search Engine Mktg Manager

6/7/2014	Linek,Philip J	Accounting Services DO	Senior Accountant
7/21/2014	Martinez III,Alfonso E	Instructional Computing SE	Senior Web Analyst/Programmer
7/28/2014	Henderson,Heather D	Letters SPG	Sr Administrative Svcs Assist
7/24/2014	Carter,Caitlin	Resource Development DO	Sr Administrative Svcs Speclst
8/4/2014	O'Dell,Vivian M.	SPC-Downtown	Sr Administrative Svcs Speclst
6/8/2014	Sherman,Kassandra M	District Library DO Marketing & Strategic Comm DO	Sr Library Svcs Technician
7/28/2014	Longley,James F		Sr Web Developer
8/4/2014	Bullock,April S	Counseling & Advisement SPG	Student Support Advisor
8/5/2014	Fayard,Lucas B	College Student Supp Svcs DO	Student Support Advisor
7/7/2014	Marsh,Ryan B	Counseling & Advisement CL	Student Support Advisor
7/21/2014	Miller,Christopher E	Provost SE	Student Support Advisor
7/7/2014	Pantelides,Sherry J	Student Support Services SE	Student Support Advisor

TRANSFER/PROMOTION Budgeted			
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Effect. Date	Name	Department/Location	Title
8/1/2014	Nelson,Nydia N	Mathematics SPG	Academic Department Chair
6/21/2014	Morgan,Amy L	Provost TS	Accounting Support Specialist
7/14/2014	Jean-Baptiste,Claudius K.	Associate Provost SP	Acting Associate Provost
7/21/2014	Benavides,Joseph	Counseling & Advisement CL	Acting Student Support Advisor
6/23/2014	Mortellaro,Denise Ann	SPC-Downtown	Career Outreach Specialist
7/12/2014	Fumano,Barbara M	Students Activities TS	Coord, StudentLife&Leadership
8/2/2014	Ford,Stephen L	Provost TS	Employment & Internship Coord
6/7/2014	Farren,Anthony J.	Maintenance Services DO	Facilities Supervisor
8/1/2014	McGill,Lori A.	BA Programs/UPC	Faculty - full-time
7/19/2014	Walker Reynolds, Karen	Instructional Computing SE Course & Curriculum Develop DO	Instructional Dsgn Technician
8/4/2014	Ashe,Angela C		Research Analyst
6/23/2014	Mosna Jr,Edward M	Campus Security - SE	Security Officer
6/12/2014	Moody,Rachella W	Associate Provost CL	Sr Administrative Svcs Assist
6/21/2014	Hunley,Edward E	Facilities Mail/Receiving DO	Sr Materials Mgmt Specialist
8/4/2014	Donald,Ann C	Academic & Student Affairs DO	Student Support Advisor
8/4/2014	Ziemak,Kellie Anne	SPC-Downtown	Student Support Advisor

HIRE Temporary/Supplemental			
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Effect. Date	Name	Department/Location	Title
8/1/2014	Williamson,Sarah E	Dual Credit - AC	Contributed Service
7/3/2014	Boyce,Jonathan H	Business Technologies SP	Faculty - credit adjunct
7/3/2014	Browder,Joan	Business Technologies CL	Faculty - credit adjunct

7/3/2014	Buschman, Gregory Alan	Business Technologies SE	Faculty - credit adjunct
7/3/2014	Cantrell, Tiffany	Business Technologies SE	Faculty - credit adjunct
7/8/2014	Carrazana, Yohandy	Business Technologies SP	Faculty - credit adjunct
7/9/2014	Champigny-Hotel, Sophie	Foreign Language SE	Faculty - credit adjunct
6/16/2014	Coleman, Mellissa	Fine & Applied Arts SPG	Faculty - credit adjunct
7/8/2014	Coleman, Paul J	Business Technologies SP	Faculty - credit adjunct
7/8/2014	Corbin, Adam C	Business Technologies SP	Faculty - credit adjunct
7/8/2014	Crawfurd, Jonathan W.	Business Technologies SP	Faculty - credit adjunct
7/8/2014	DeNote, Matthew P	Business Technologies SP	Faculty - credit adjunct
7/8/2014	Dollar Jr, George W.	Business Technologies SP	Faculty - credit adjunct
7/8/2014	Dugan, Jay M	Business Technologies SP	Faculty - credit adjunct
7/23/2014	Eliacin, George A	Dual Credit - AC	Faculty - credit adjunct
7/8/2014	Gibbons, John Lawrence	Business Technologies CL	Faculty - credit adjunct
7/8/2014	Gilstrap, Venita C	Business Technologies SE	Faculty - credit adjunct
7/9/2014	Gonzales, Laura B	Business Technologies SP	Faculty - credit adjunct
7/9/2014	Goodacre, Vera	Business Technologies SE	Faculty - credit adjunct
7/6/2014	Griffiths Jr, Valton E	Business Technologies TS	Faculty - credit adjunct
7/9/2014	Howard, Shemika N	Business Technologies TS	Faculty - credit adjunct
7/9/2014	Irving, Ryan M	Business Technologies SP	Faculty - credit adjunct
7/9/2014	Just, John N	Business Technologies CL	Faculty - credit adjunct
7/9/2014	Kaiser, Ronald Kent	Business Technologies CL	Faculty - credit adjunct
7/21/2014	Kepenach, Richard J	Business Technologies CL	Faculty - credit adjunct
7/13/2014	Langford, Tanya S	Fine & Applied Arts SE	Faculty - credit adjunct
7/22/2014	Levin, Michele	Fine & Applied Arts SE	Faculty - credit adjunct
8/4/2014	Pogonowski-Gill, Kim M	Health Education Ctr Provost	Faculty - credit adjunct
8/1/2014	Schuster, Deirdre L	Social Science TS	Faculty - credit adjunct
6/12/2014	Sevelin, Gary B	Business Technologies CL	Faculty - credit adjunct
7/26/2014	Sheriff, Alvin H I	Business Technologies TS	Faculty - credit adjunct
7/7/2014	Taylor, Cary	Speech - Letters SE	Faculty - credit adjunct
7/7/2014	Torres, Marie-Louise	Speech - Letters SE	Faculty - credit adjunct
8/4/2014	Von Tempski, Oliver	Mathematics TS	Faculty - credit adjunct
8/4/2014	Pogonowski-Gill, Kim M	Health Education Ctr Provost	Faculty - credit adjunct
8/4/2014	Ricard, Gina H	BA Programs/UPC	Faculty - credit adjunct
8/4/2014	Von Tempski, Oliver	Mathematics TS	Faculty - credit adjunct
6/9/2014	Austin, Robert A.	Natural Science CL	Professional Trainer
6/23/2014	Bill, Brandon Allan	Criminal Justice AC	Professional Trainer
6/4/2014	Bygrave, Barrie S	Corporate Training E&SS DO	Professional Trainer
6/30/2014	Cassidy, Karen D	Corporate Training E&SS DO	Professional Trainer
6/17/2014	Chambers, Rebekah M	Corporate Training E&SS DO	Professional Trainer
6/9/2014	Creegan, Hugh J	Corporate Training E&SS DO	Professional Trainer
6/30/2014	Despirt, Erick S	Fire Science AC	Professional Trainer
6/16/2014	Fair, Timothy A	Health Education Ctr Provost	Professional Trainer

6/16/2014	Gagne,Arthur	Health Education Ctr Provost	Professional Trainer
7/11/2014	Gerardo,Michael J	Allstate Center Provost	Professional Trainer
6/9/2014	Harrington,Martha F	Corporate Training E&SS DO	Professional Trainer
8/1/2014	Hart,William A	Clearwater Campus Provost	Professional Trainer
7/14/2014	Haynes,Letitia D	Corporate Training E&SS DO	Professional Trainer
6/30/2014	Krause,Eric D	Corporate Training E&SS DO	Professional Trainer
6/16/2014	Roe,Bobby W.	Health Education Ctr Provost	Professional Trainer
6/17/2014	Schulthess,Natalie M	Corporate Training E&SS DO	Professional Trainer
6/30/2014	Schwalbe,Grant S	Fire Science AC	Professional Trainer
7/26/2014	Shultz,Kathleen G	Corporate Training E&SS DO	Professional Trainer
8/4/2014	Taylor,Trenton L	Allstate Center Provost	Professional Trainer
7/21/2014	Widdicombe,Mary L	Corporate Training E&SS DO	Professional Trainer
6/23/2014	Williams,Vicki J	Corporate Training E&SS DO	Professional Trainer
8/5/2014	Long,Johnie V.	Corporate Training E&SS DO	Professional Trainer
8/4/2014	Taylor,Trenton L	Allstate Center Provost	Professional Trainer
7/3/2014	Bawell,Alexander H.	Business Technologies SP	Faculty - supplemental
7/3/2014	Bawell,Jennifer D.	Business Technologies CL	Faculty - supplemental
7/1/2014	Beck,Sandra K	Business Technologies CL	Faculty - supplemental
7/3/2014	Bodie,Matthew D.	Business Technologies SP	Faculty - supplemental
7/1/2014	Cross,William C.	Business Technologies CL	Faculty - supplemental
7/8/2014	Godcharles,Timothy W	Business Technologies TS	Faculty - supplemental
7/9/2014	Gregor,Jennifer L	Business Technologies CL	Faculty - supplemental
7/2/2014	Risberg,Chrissy	Business Technologies CL	Faculty - supplemental
7/1/2014	Tillman,Adrian D	Business Technologies SE	Faculty - supplemental
7/2/2014	Yourth,Bradley J.	Business Technologies SP	Faculty - supplemental
7/7/2014	Ferguson,Airyana J	Corporate Training E&SS DO	General Support
7/21/2014	Bergman,Gail M	OSSD - TS	OPS Career Level 1
7/28/2014	Engle,Thaddeus A	Provost CL	OPS Career Level 1
6/9/2014	Higgins,Justin J	Custodial Services SPG	OPS Career Level 1
8/4/2014	Bellamy,Rachel Elaine	Associate Provost SP	OPS Career Level 2
7/1/2014	Hardwick,Caitlin Lanjiu	District Library DO	OPS Career Level 2
7/28/2014	Stubbs,Madeline Helene	Student Activities SE	OPS Career Level 2
7/21/2014	Yu,Garey Edwin	Provost CL	OPS Career Level 2
8/4/2014	Bellamy,Rachel Elaine	Associate Provost SP	OPS Career Level 2
7/1/2014	Busquets,Ingrid I	College Attorney DO	OPS Career Level 3
7/21/2014	Atwater,Siedah S	Academic & Student Affairs	OPS Career Level 4
6/30/2014	Clark,Krystal D	BA Programs/UPC	OPS Career Level 4
7/1/2014	Comeau,Kimberly A	Associate Provost CL	OPS Career Level 4
7/28/2014	Keller,Amy R	Provost TS	OPS Career Level 4
7/28/2014	Johnson,Karen M.	District Library DO	OPS Career Level 5
7/22/2014	Knapp,Caren A	Veterinary Technology HC	OPS Career Level 5
8/5/2014	Bailey,Travis A	Associate Provost HC	OPS Career Level 5

6/11/2014	Althoff,Erin D	Criminal Justice AC	OPS Career Level 7
7/7/2014	Ballew,Trisha L	Academic & Student Affairs	OPS Professional
6/16/2014	Bradley,Erin	Academic & Student Affairs	OPS Professional
7/7/2014	Caruso,Katharine E	Corporate Training E&SS DO	OPS Professional
6/9/2014	Gonzalez,Alexander H	Associate Provost AC	OPS Professional
7/26/2014	Joiner,Daniel E.	Central Records DO	OPS Professional
6/7/2014	Shrum,Lester W	Academic & Student Affairs DO	OPS Professional
7/21/2014	Jones,Justine M	Srvcs Spc Students/OSSD CL	OPS Teaching Asst/Interpreter

TRAVEL OUTSIDE THE CONTINENTAL UNITED STATES			
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Effect. Date	Name	Department/Location	Title
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7/17/14 -7/26/14	Valentine, Anthony G.	Communications DT	Instructor
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The purpose of this trip was to travel to Madrid, Spain and to participate in the 2014 International Conference on Video and Media, and to attain an international point of view on Communication and Media to the Communication and Performance course pedagogy.

Funded by the Communications Department. Total estimated cost to the College is \$1,100.55.

7/19/14 -7/31/14	Rojas, Daniel	Social Sciences TS	Student
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The purpose of this trip was to travel to The Hague in The Netherlands to attend and represent SPC at the European International Model United Nations Conference (TEIMUN). The benefit to the College is leadership opportunities for students and exposure for SPC and Model United Nations (MUN) Academic Team at an international level.

Funded by the Social Sciences Department. Total estimated cost to the College is \$ 3,026.50.

7/28/14 - 8/5/14	Tunceren, Li-Lee	Communications DT	Instructor
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The purpose of this trip was to travel to Charlottetown, Canada, and to participate in the Instructional Technology Council Leadership Academy on Distance Education. The benefit to the College is the promotion of academic integrity in virtual environments and the knowledge and skills gleaned from this experience in faculty development and student workshops at SPC.

Privately funded.

8/17/14 - 8/23/14	Hernandez, Roberto	Center for Publ Safety Innov AC	Adjunct Instructor
7/13/14 - 7/18/14	Navarro, Rafael	Center for Publ Safety Innov AC	Adjunct Instructor

The purpose of this trip is to travel to San Salvador, El Salvador to provide for nationally and internationally recognized

training programs and to support ongoing training activities.

Funded by the Center for Public Safety Innovation (CPSI) department. Total estimated cost to the College is \$4,131.40.

09/13/14 - 09/24/14	Tunceren, Li-Lee	Communications DT	Instructor
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The purpose of this trip is to attend REFRESH in Istanbul, Turkey; a Conference on The Changing Role of Freshman English and to present a paper based on a dissertation pilot study. The benefit to the College is that it will highlight the online learning revitalization initiative at St. Petersburg College, including best practices used in our EAP, composition and general courses.

Privately funded.


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

Ssw0805142

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Employee Health Insurance – Update and Recommendations

St. Petersburg College is committed to keeping costs as reasonable as possible for employees while maintaining overall plan stability. Based on progress made in 2013 and projected throughout 2014, the recommendation for the 2015 plan year (January-December) is for no increase to employee costs. All recommendations are supported by the Insurance Committee.

Meanwhile, all carriers whose contracts were to end in December 2014 have agreed to extend their contracts — without any rate increases — through at least December 2015.

Recommendation Details

- No change in:
 - employee premiums;
 - employee co-pays; or
 - employee deductibles.

- Enter into an agreement with The Hartford for employee life insurance (switching from Aetna):
 - Aetna’s initial renewal would have increased employee costs for supplemental life by 48%, and college costs for all lines by 43%.
 - After going out to market, Aetna adjusted its renewal, but The Hartford offered the best package when considering both employee and employer costs. Unfortunately, all carriers show an increase for retirees.
 - With Hartford:
 - employee premiums for supplemental life would increase by 0%, staying stable at \$0.25/\$1,000/month;
 - college annual costs would increase by about 11%, from \$327,114 to \$363,460 (based on current enrollment);
 - retiree premiums (maximum of \$5,000 coverage) would increase by about 25%, from \$2.36/\$1,000/month to \$3.02/\$1,000/month; and
 - the rates are guaranteed through December 2017.
 - The plan will be the same, including employer-provided life insurance equal to twice an employee’s base salary, and available supplemental coverage (with medical questions required).

- Continue:

- prescription savings programs;
- the \$100 Wellness Incentive for employees who complete Health Risk Assessment and biometric screening in 2014;
- to offer to new employees only one option: the Aetna Open Access with High Deductible Health Plan [better-known as the Health Savings Account (H.S.A.) model]; and
- to seed HSA accounts of first-time enrollees (\$500 for employee, \$1,000 for family).

Claims trends

This is the first report to the Board on the full 2013 benefit plan year. St. Petersburg College is benefitting from plan changes that have been phased each year since 2012.

- Total medical and pharmacy claims in 2013 remained relatively stable during a year when the average employer costs increased 3.3%, SPC's actually *dropped* by less than 1% — from \$12.9-million in 2012 to \$12.8-million in 2013.
- Since the introduction of the HSA model, employees have been paying a greater share of medical costs — from 6 percent of total costs to 9 percent.
- Employees are using more generic and less brand prescription medications.
- A YTD comparison of 2014 over 2013 is pending, however Brown & Brown projects a first-year claims savings of at least \$214,000.

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

VI - D.1b Employee Health Insurance-Update and Recommendations



Employee Health Insurance



Update and Recommendations

*Presented to
SPC Board of Trustees*

August 19, 2014

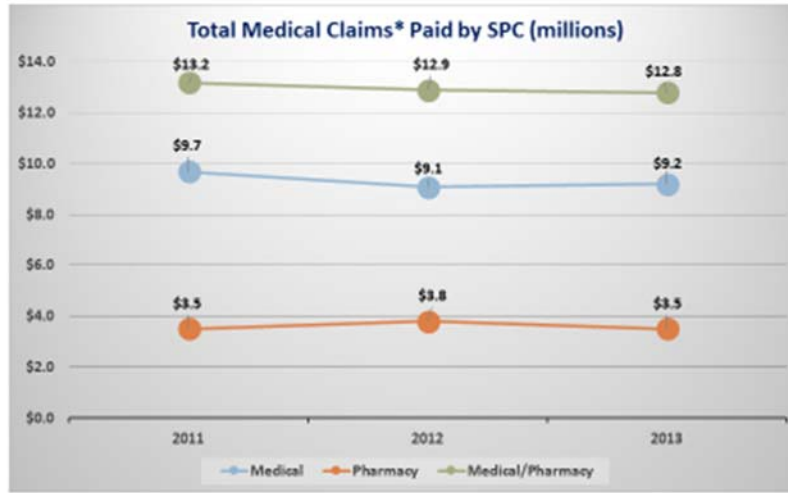


Recap of Plan Changes: 2012 - 2014

2012	2013	2014
High Deductible Health Plan with HSA	Deductibles on traditional plans	All new hires <i>only</i> offered HSA plan
	\$100 wellness incentive	Additional RX discounts + rebates from Aetna
		Better RX savings through mail-order
		60-day cost for 90-day RX filled at CVS
Comprehensive wellness program		
Informed and involved Benefits Committee		
Self-insured status - more flexibility		



Total Trends: 2011 - 2013



* Only medical/pharmacy claims incurred during each calendar year. Does not reflect runoff, administration fees or dental claims.

Sources: Aetna Integrated Informatics; Brown & Brown Insurance



Medical Trends: 2011 - 2013



Medical Cost Sharing	2011	2012	2013
Employee-paid	\$611,571	\$873,151	\$920,790
Employer-paid	\$9.7 million	\$9.1 million	\$9.3 million

Source: Aetna Integrated Informatics

Medical Trends: 2011 - 2013



Source: Aetna Integrated Informatics

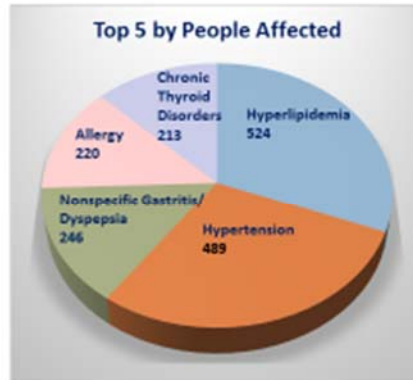
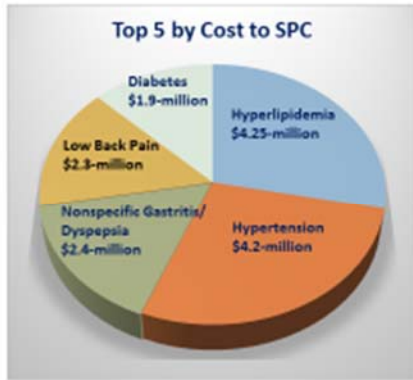
Pharmacy Trends: 2011 - 2013



Source: Aetna Integrated Informatics



What Ails Us - 2013



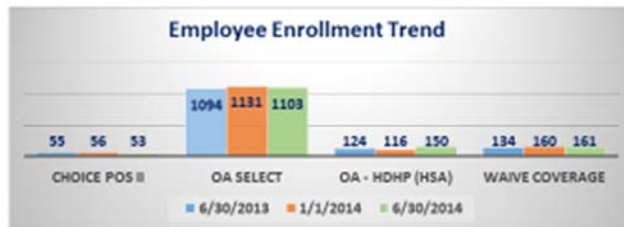
Source: Aetna Integrated Informatics



Stability for the College Family

2014

- The impact of the decision to only offer new employees the High Deductible Health Plan will be steady but gradual



Source: SPC PeopleSoft HRMS

Also in 2014:

- Continued cost-sharing due to deductibles
- Prescription savings programs
- Ongoing Wellness Program

Stability for the College Family

Heading into 2015:

All carriers have locked in rate guarantees through at least 2015

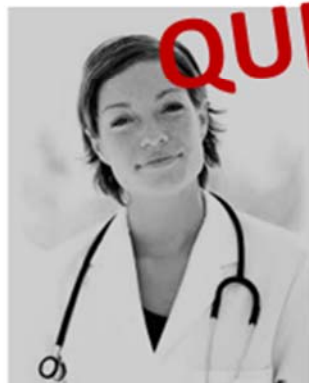
2015 Recommendations

- Carry forward 2014 plan, including no change in:
 - employee premiums
 - employee co-pays; or
 - employee deductibles.
- Enter into agreement with The Hartford for employee life insurance:
 - no increase in supplemental life premiums for employees;
 - college annual costs would increase by about 11% (\$36,000);
 - an increase of about 25% for retirees (maximum of \$5,000 coverage); and
 - 3-year rate guarantee



Employee Health Insurance

QUESTIONS?




Update and Recommendations

*Presented to
SPC Board of Trustees*

August 19, 2014

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Selection for Construction Manager at Risk Services, Clearwater Joint-Use Library

Pursuant to the Requests for Qualifications approved by the Board of Trustees at its May 20, 2014, the college received seven submissions for consideration for Construction Manager at Risk Services for the Clearwater Joint-Use Library. Please recall that previous Board action separated the screening of the proposals from the interview and selection of the recommended firms.

The screening committee was comprised of the following members: Lauralee Westine, Board Member and Board Appointed Chairperson; Mr. Ken Burke, Board Appointee and Community Member; Dr. Donald C. Thomas, III, MD, Board Appointee and Community Member; Maria Edmonds, Board Appointee, Former SPC Associate Provost and Community Member; Mr. Bob Clifford, Board Appointee and Executive Director of Clearwater Chamber of Commerce; Barbara Pickell, City of Clearwater, Director of Libraries; Scott Rice, City of Clearwater, Assistant City Engineering Director; Barbara Ann Murphey, President of the Clearwater Library Board; Dr. Stan Vittetoe, Provost of Clearwater Campus; Joseph Leopold, SPC Director of Learning Resources; Diana Wright, SPC Director of Facilities Services. The screening committee reviewed all submissions and forwarded four names (unranked) to the selection team for presentations and interviews. The selection team was comprised of Trustee Westine; Clearwater City Manager Mr. Bill Horne and President Law. The team interviewed the four unranked firms on August 8, 2014. The meetings of both the screening committee and the selection team were held pursuant to the Florida Open Meetings Act.

Based upon the Board-adopted Request for Qualifications, the selection team provides the following recommendation to the Board in order of preference:

1. Creative Contractors, Inc.
2. Gilbane Building Company
3. A.D. Morgan Corporation

Authorization is specifically requested for the following:


- To approve the selection team's recommendation and to proceed with contract negotiations with the #1 ranked firm;
- Should the negotiations not result in a satisfactory contract deemed to be fair and competitive, negotiations will be undertaken with the second most qualified firm and thereafter, if necessary, with the third.

William D. Law, Jr., President; Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Jim Waechter, Associate Vice President of Facilities Planning and Institutional Services, recommend approval.#

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Request to Advertise for Continuing Services for Architects, Engineers, Inspection/Testing Services and Miscellaneous Contractors.

Authorization is sought to advertise for continuing services for architects, engineers, inspection/testing services and miscellaneous contractors.

In order to support the ongoing initiatives related to campus-based and college-wide facilities projects, the college plans to publicly solicit and select various professional services in accordance with Florida Statutes 287.055, State Requirements for Educational Facilities (SREF) and college policies.


- Architects and engineers will be selected for a three year period, with a three year renewal available at the discretion of the Board of Trustees. Project values for work assigned to these firms is limited to \$325,000, the professional services fee of which is typically 10-12% of the project value. It is anticipated that 2-3 firms will be selected for each professional specialty, and work will be distributed based on college needs, timing/scheduling of the work and availability of the specific services required for the individual project.
- Inspection and testing service agencies will be selected for a three year period, with a three year renewal available at the discretion of the Board of Trustees. These agencies will perform work on all college projects, regardless of scope, and their fee is based on a proposal derived from a pre-negotiated fee schedule. It is anticipated that 2-3 firms will be selected for each professional specialty, and work will be distributed based on college needs, timing/scheduling of the work and availability of the specific services required for the individual project.
- 8-10 Contractors will be selected for a one year period, with annual renewals available at the discretion of the Board of Trustees. Project scope for these projects will not exceed Category five as defined by FS 287.017 (currently \$325,000). Work will be distributed based on college needs, timing/scheduling of the work and availability of the specific services required for the individual project.

Doug Duncan, Senior Vice-President of Administrative/Business Services and Information Technology; and Jim Waechter, Associate Vice-President, Facilities Planning and Institutional Services, recommend approval.

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Request to Advertise for Design-Build Services for the Green Home Demonstration Center at the Seminole Campus.

Authorization is sought to advertise for Design-Build Services for the Green Living Demonstration Center at the Seminole Campus.

The college is planning to construct a Green Living Demonstration Center (GLDC) on the Seminole campus. This purpose of this facility is to demonstrate, through the design and construction techniques that will be proposed and incorporated into the structure, cutting edge technologies that will include energy conservation, water savings, geothermal cooling, enhanced insulation, high-efficiency lighting, daylighting, solar energy, improved indoor air quality, sustainable material selection and native landscaping, to name a few. The proposed location is north of the Seminole Community Library and immediately adjacent to the Natural Habitat Preserve. The academic programming that this building will support is consistent with the conceptual framework of the college's Environmental Sciences Technology program.

This project will be funded largely through a Department of Energy (DOE) grant of \$475,750. There is a 1:1 match required by the college, but much of the college's match will be -made via in-kind services that will include academic programming, personnel to demonstrate the facility, contributions toward the design by college personnel from various departments including Academic, Student Services and Administrative, and construction administration services from the Facilities department. These in-kind services are expected to total approximately \$275,750, thereby leaving the college with a cash commitment of approximately \$200,000. Once a Design-Build firm is selected, the project is expected to take approximately 12-18 months to complete.

To place a historical perspective to the project, following are some significant dates:

- The project was originally awarded to Pinellas County in 2009;
- Due to fiscal constraints, the county decided not to pursue the project;
- In 2011, The College worked with Congressman Bill Young and the DOE to consider re-assigning the grant to SPC, and the County supported the transfer;
- Congressman Jolly endorsed this re-assignment earlier this year;
- Pinellas County Board of County Commissioners officially approved the transfer of DOE's award to SPC in July of this year.

John Chapin, Dean of Natural Science; James Olliver, Provost of the Seminole Campus, Doug Duncan, Senior Vice-President of Administrative/Business Services and Information Technology; and Jim Waechter, Associate Vice-President, Facilities Planning and Institutional Services, recommend approval.

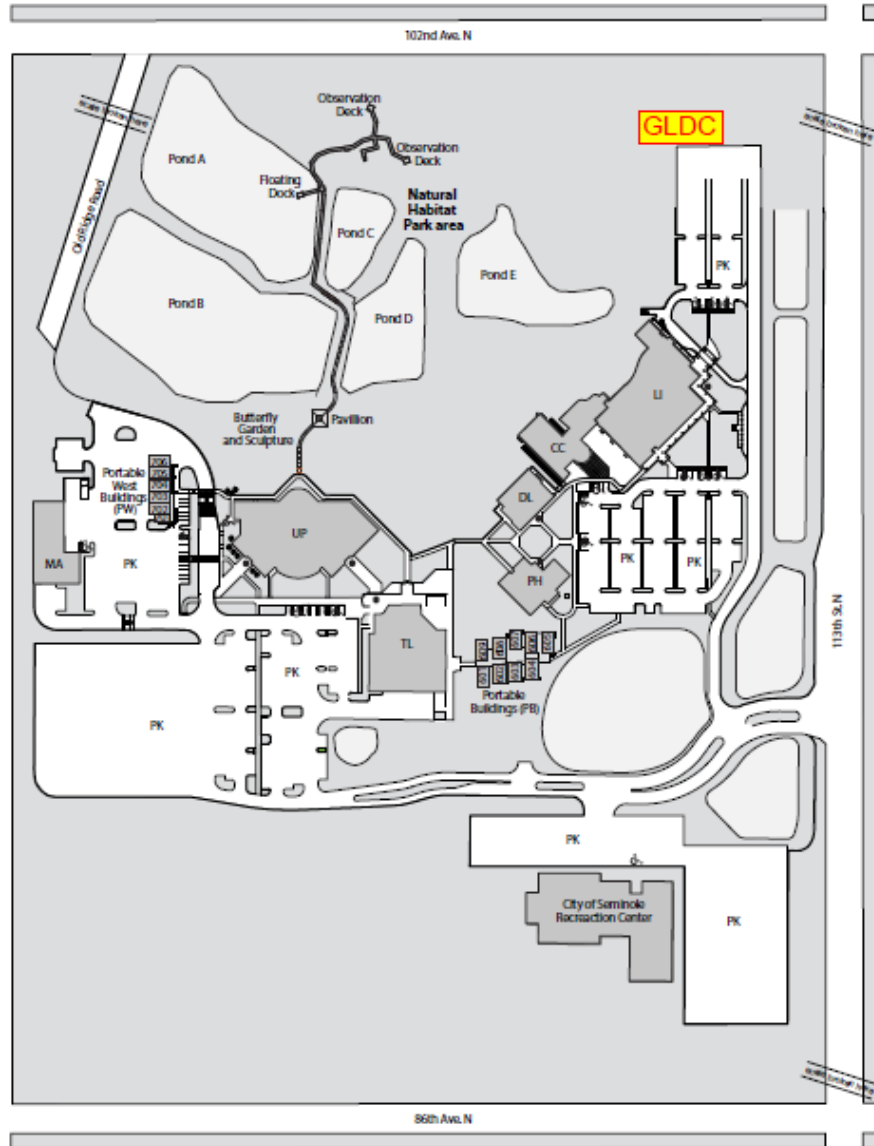
Seminole Campus

Seminole Campus
9200 113th St. N
Seminole




Seminole Campus Room Codes

- CC - Library Annex - Conference Center
- DL - Dental building
- LI - Dennis L. Jones Community Library at Seminole Campus
- MA - Maintenance
- PB - Portables
- PH - Pharmacy
- PK - Parking
- PW - Portables West
- PB 601 - Faculty offices
- PB 602 - Classroom
- PB 603 - Classroom
- PB 604 - Classroom
- PB 605 - Early College offices
- PB 606 - Early College classroom
- PB 607 - GED classroom
- PB 608 - Student Support Center
- PB 609 - Veterans Center and Restrooms
- PW 701 - Restrooms and Drinking fountains
- PW 702 - Faculty offices
- PW 703 - Classroom
- PW 704 - Classroom
- PW 705 - Classroom
- PW 706 - Classroom
- TL - Technology Learning
- UP - C.W. Bill Young University Partnership Center building



August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: U.S. Department of Justice, Office of Community Oriented Policing Services – Puerto Rico Community Policing Training Continuation Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Justice, Office of Community Oriented Policing Services by St. Petersburg College's Center for Public Safety Innovation (CPSI). 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 grant is to advance the practice of community policing by expanding the Puerto Rico Community Policing Training Project's initial scope of work for which CPSI has previously been awarded. This continuation funding will allow CPSI to provide additional training to law enforcement personnel throughout Puerto Rico which will increase the core competency skills officers need to establish trust and build partnerships with the communities they serve. Funds from this grant will allow CPSI to update and translate existing curriculum, offer new courses, and increase the number of trainings delivered. Products developed through this project will allow for the creation of a law enforcement and citizen instructor base in Puerto Rico that will support the sustainability of the reform movement on the Island.

The estimated period of performance will be from October 1, 2014 through September 30, 2016. Anticipated revenue to the College will be approximately \$149,776 during a two-year period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President of Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; C. Scott Fronrath, Provost; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

el0729142

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

Date of BOT Meeting: August 19, 2014

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

Name of Competition/Project: Community Policing Development: Puerto
Rico Community Policing Training
Continuation Grant

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/14 **End:** 9/30/16

Administrator: C. Scott Fronrath

Manager: Eileen LaHaie

Focus of Proposal:

The Center for Public Safety Innovation will advance the practice of community policing by providing additional training to law enforcement personnel throughout Puerto Rico which will increase the core competency skills officers need to establish trust and build partnerships with the communities they serve. Products developed through this project will allow for the creation of a law enforcement and citizen instructor base in Puerto Rico that will support the sustainability of the reform movement on the Island.

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 & Benefits	\$ 66,395
Travel	4,233
Consultants/Contractors	59,318
Other Costs	19,230
Supplies & Materials	<u>600</u>
Total Budget	\$149,776

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 149,776
Total amount from funder:	\$ 149,776
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 Values, Strategic Initiatives and Activities Addressed:

Values:

1. Professional Development
2. Partnerships

Strategic Initiative:

1. Outreach


Strategic Activity:

1. Expanded Workforce Offerings

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: U.S. Department of Justice, Office of Community Oriented Policing Services – Community Policing Emerging Issues Forums Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Justice, Office of Community Oriented Policing Services by St. Petersburg College's Center for Public Safety Innovation (CPSI). 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 grant is to obtain a broad spectrum of experiential and anecdotal information from industry leaders to examine the challenges of and identify the best practices for addressing emerging community policing-related issues. This funding will allow CPSI to facilitate a series of high-level forums to hear from criminal justice practitioners and gain perspectives on how those issues are impacting the field. Funds from this grant will allow CPSI to convene eight forums and develop practitioner-friendly resources from the information gathered. Products developed through this project will be available to criminal justice professionals nationwide.

The estimated period of performance will be from October 1, 2014 through September 30, 2016. Anticipated revenue to the College will be approximately \$493,231 during a two-year period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President of Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; C. Scott Fronrath, Provost; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

el0729142

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

Date of BOT Meeting: August 19, 2014

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

Name of Competition/Project: Community Policing Development: Emerging Issues Forums Grant

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/14 **End:** 9/30/16

Administrator: C. Scott Fronrath

Manager: Eileen LaHaie

Focus of Proposal:

The Center for Public Safety Innovation (CPSI) is proposing to convene a series of emerging issues forums to gain perspective from criminal justice practitioners on how these issues are impacting the field in the area of community policing. Funds from this grant will allow CPSI to facilitate eight forums and develop practitioner-friendly resources from the information gathered. Products developed through this project will be available to criminal justice professionals nationwide.

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 & Benefits	\$174,185
Travel	223,296
Consultants/Contractors	58,552
Other Costs	36,798
Supplies & Materials	<u>400</u>
Total Budget	\$493,231

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 493,231
Total amount from funder:	\$ 493,231
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 Values, Strategic Initiatives and Activities Addressed:

Values:	1. Professional Development
	2. Partnerships
Strategic Initiative:	1. Outreach
Strategic Activity:	1. Expanded Workforce Offerings

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: U.S. Department of Labor, Employment & Training Administration – Trade Adjustment Assistance Community College Career Training (TAACCCT) Program – Economy in Motion Consortium

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 Florida State College at Jacksonville (FSCJ) in partnership with St. Petersburg College for the TAACCCT grant opportunity. Permission is also sought to accept an estimated \$1,299,927 in funding over a four-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

Known as Economy in Motion: Statewide Leadership in Intermodal Logistic Center Training, the program will meet the rapid reemployment needs of Trade Adjustment Assistance (TAA) eligible and other adult worker populations by targeting one of Florida's priority economic development industry clusters and building on established partners throughout the state to fill workforce gaps and prepare for emerging industry needs related to Intermodal Logistics.

The program will address critical statewide workforce development demands by building on successful training models, including the development of credentials in Federal Aviation Administration, American Society of Transportation and Logistics, First Responder, National Professional Qualifications Board, and National Incident Management System credentials; commercial licenses; and other credentials leading to degree programs.

FSCJ will serve as the consortium lead, including 10 other partner colleges: St. Petersburg College, Broward College, College of Central Florida, Eastern Florida State College, Florida SouthWestern State College, North Florida Community College, Pensacola State College, Pensacola, Polk State College, Tallahassee Community College and University of North Florida.

The estimated period of performance will be from October 1, 2014 through September 30, 2018. The total project budget is projected to be approximately \$20 million. Of this amount, the College anticipates receiving approximately \$1,299,927 for its services over this same period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President of Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; and Greg Nenstiel, Dean, College of Business, recommend approval.

Attachment
js0731143

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

Date of BOT Meeting: August 19, 2014

Funding Agency or Organization: U.S. Department of Labor, Employment and Training Administration

Name of Competition/Project: Trade Adjustment Assistance Community College Career Training (TAACCCT) – Economy in Motion Consortium

SPC Application or Sub-Contract: Sub-Contract

Grant/Contract Time Period: **Start:** 10/1/14 **End:** 9/30/18

Administrator: Greg Nenstiel

Manager: TBD

Focus of Proposal:

Florida's economic future depends on a statewide, coordinated strategy to capitalize on unparalleled shipping access to foreign markets (1,350 miles of sea coast and nine deep-water ports); land and labor markets; access to major road, rail and air routes; and strong agreement among political decision makers, economic/workforce developers, and industry leaders that the business of Intermodal Logistics Centers is central to Florida's sustainable economic growth.

To meet this growth and critical statewide workforce development demands, Economy in Motion will build on successful certificate delivery training models in three primary areas: 1) transportation; 2) imports/exports; and 3) public safety. Consortium partners will work closely with local employers and a statewide-executive level Task Force to guide training program development and implementation of a inclusive range of accelerated training opportunities, contextualized remediation, credit for prior learning, competency-based assessment, technology-enabled learning, paid work experiences, and support for employment placement/retention.

SPC will assume the role of training provider targeting certificate programs in the areas of import/export through the College of Business and public safety through the Center for Public Safety Innovation. Specifically, the College will use funds to support direct personnel and fringe, travel, equipment, supplies, outreach activities, subcontracts for procured vendor services, and administrative costs associated with the implementation of the 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 & Fringe	\$ 959,902
Equipment	\$ 37,000
Supplies	\$ 33,500
Travel	\$ 27,443
Subcontracts	\$ 115,610
Other (Outreach)	\$ 15,000
<u>Administration (Indirect)</u>	<u>\$ 111,472</u>
Total Budget	\$1,299,927

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	<u>\$ 1,299,927</u>
Total amount from funder:	\$ 1,299,927

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 Values, Strategic Initiatives and Activities Addressed:


- Values:
1. Academic Excellence
 2. Student Focus
 3. Partnerships
 4. Innovation

- Strategic Initiatives:
1. Instructional Support
 2. Student Support
 3. Outreach

- Strategic Activities:
1. Accelerated Degree Programs
 2. Expanded Workforce Offerings and Improved Placement Tracking
 3. Emphasize Continuous Improvement and Data-Driven Decision Making
 4. Encourage Partnerships

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: U.S. Department of Education - First in the World Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Education by St. Petersburg College for the First in the World grant opportunity. Permission is also sought to accept an estimated \$3,343,110 in funding over a four-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

Known as Next Generation Online Learning (NGOL): Closing the Gap in Online Student Achievement, SPC's design activities include all online learning processes/systems, activities, data-driven assessment and ongoing feedback that collectively will result in outcomes that: 1) support, nurture and improve post-secondary access, affordability and completion, targeting low-income students; and 2) improve post-secondary productivity and effectiveness. To achieve these outcomes, SPC has developed a logic model framework as the driving concept behind the project, focused on the goal of improving faculty to student engagement through professional development and centralized infrastructure strategies.

NGOL is based on evidence of promise using studies that examine the power of social connections on achievement, motivation, and demonstrate that such social bounds are powerful motivators for student task persistence. Building on this evidence, the NGOL design also addresses key elements proven important to effective professional development: 1) improving "pedagogical content knowledge" from outside experts, including support tools and standards, as well as techniques for how to improve social connectedness; 2) engaging in training that is intensive, spending at least 30 hours learning about these types of tools; and 3) providing long-term follow-up from mentors and peers through professional learning communities and reinforced through new evaluation processes. A rigorous independent evaluation will take place to determine the viability of the practices on student achievement.

The estimated period of performance will be from October 1, 2014 through September 30, 2018. The total project budget is projected to be approximately \$3,343,110. The College anticipates receiving this total amount for its services over this same period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President of Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; and Susan Colaric, Associate Vice President, Online Learning and Services, recommend approval.

Attachment js0729142

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

Date of BOT Meeting: August 19, 2014

Funding Agency or Organization: U.S. Department of Education

Name of Competition/Project: First in the World – Next Generation Online Learning (NGOL)

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/14 **End:** 9/30/18

Administrator: Susan Colaric

Manager: Vicki Westergard

Focus of Proposal:

SPC recognizes that an improvement of overall student outcomes will first require SPC to improve its online success rates. The majority of SPC’s students are enrolled in at least one online course, and its First Time In College students have a 10.3% lower success rate than in their face-to-face courses.

SPC’s project design identifies the strategies and practices necessary to successfully overhaul an eLearning system in a manner that can be replicated, while supporting scaled reform. Known as Next Generation Online Learning (NGOL), SPC’s design activities include all online learning processes/systems, activities, data-driven assessment and ongoing feedback that collectively will result in outcomes that: 1) support, nurture and improve post-secondary access, affordability and completion, targeting low-income students; and 2) improve post-secondary productivity and effectiveness. To achieve these outcomes, SPC has developed a logic model framework as the driving concept behind the project, focused on the goal of improving faculty to student engagement through professional development and centralized infrastructure strategies.

The program is based on three key elements important to effective professional development: 1) improving “pedagogical content knowledge” from outside experts, including support tools and standards, as well as techniques for how to improve social connectedness; 2) engaging in training that is intensive, spending at least 30 hours learning about these types of tools; and 3) providing long-term follow-up from mentors and peers through professional learning communities and reinforced through new evaluation processes. A rigorous evaluation will take place throughout the four-year program to determine the viability of the practices on student achievement.


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.)

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: U.S. Department of Labor, Employment & Training Administration – H-1B Ready to Work 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 CareerSource Tampa Bay in partnership with St. Petersburg College for the H-1B Ready to Work grant. Permission is also sought to accept an estimated \$1,589,267.80 in funding over a four-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

Known as High-Tech Florida, the program targets the training of unemployed, long-term unemployed and incumbent workers to pursue career pathways in a range of industries and occupations that are critical to the Florida High Tech Corridor region and for which H-1B visas are frequently requested, including STEM (Science, Technology, Engineering and Math), Healthcare, IT, Manufacturing, and Education. The main priority is to assist participants overcome the gaps in knowledge, skills, and credentials needed to fill jobs in which employers currently seek H-1B visas.

As the lead applicant, CareerSource Tampa Bay will procure and partner with educational institutions, such as SPC, as well as employers to establish short-term and career-pathway training programs to assist those who are long-term unemployed, including underemployed, in getting back to work. Under the program, SPC's role will be to implement a two-tiered teacher preparation program that includes pathways into teaching careers for two targeted occupations: 1) Preschool Teachers, Exceptional Special Education; and 2) Postsecondary Teachers. This will be accomplished through degree and certificate training in Early Childhood education and the Education Preparation Institute while providing paid tuition and dedicated wrap around support services such as tutoring and coaching to improve student success.

The estimated period of performance will be from October 1, 2014 through September 30, 2018. The total project budget is projected to be approximately \$10 million. Of this amount, the College anticipates receiving approximately \$1,589,267.80 for its services over this same period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President of Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; and Kim Hartman, Dean, College of Education, recommend approval.

Attachment js0729142

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

Date of BOT Meeting: August 19, 2014

Funding Agency or Organization: U.S. Department of Labor, Employment and Training Administration

Name of Competition/Project: H-1B Ready to Work - High-Tech Florida

SPC Application or Sub-Contract: Sub-Contract

Grant/Contract Time Period: **Start:** 10/1/14 **End:** 9/30/18

Administrator: Kim Hartman

Manager: TBD

Focus of Proposal:

Known as High-Tech Florida, the program targets the training of unemployed, long-term unemployed and incumbent workers to pursue career pathways in a range of industries and occupations that are critical to the Florida High Tech Corridor region and for which H-1B visas are frequently requested, including STEM (Science, Technology, Engineering and Math), Healthcare, IT, Manufacturing, and Education. The main priority is to assist participants overcome the gaps in knowledge, skills, and credentials needed to fill jobs in which employers currently seek H-1B visas.

As the lead applicant, CareerSource Tampa Bay will procure and partner with educational institutions, such as SPC, as well as employers to establish short-term and career-pathway training programs to assist those who are long-term unemployed, including underemployed, in getting back to work. Under the program, SPC's role will be to implement a two-tiered teacher preparation program that includes pathways into teaching careers for two targeted occupations: 1) Preschool Teachers, Exceptional Special Education; and 2) Postsecondary Teachers. This will be accomplished through degree and certificate training in Early Childhood education and the Education Preparation Institute while providing paid tuition, test fees and dedicated wrap around support services such as tutoring and coaching to improve student success.

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 & Fringe	\$ 619,573
Supplies	\$ 9,750
Travel	\$ 8,400
Other (Tuition/Scholarships/Test Fees)	\$ 774,000
<u>Administration (Indirect)</u>	<u>\$ 177,545</u>
Total Budget	\$1,589,268

Funding:

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

\$1,704,672

Total amount from funder:

\$ 115,404

Amount/value of match:

Cash: N/A

In-kind: \$115,404

Required match or cost sharing:

No Yes

Voluntary match or cost sharing:

No Yes

Source of match/cost sharing:

Unreimbursed indirect costs

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 Values, Strategic Initiatives and Activities Addressed:

Values:

1. Academic Excellence
2. Student Focus
3. Partnerships
4. Innovation

Strategic Initiatives:

1. Student Support
2. Outreach


Strategic Activities:

1. Expanded Workforce Offerings and Improved Placement Tracking
2. Encourage Partnerships

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Florida Education Fund - Center of Excellence Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Education Fund by St. Petersburg College for the Center of Excellence Program (COEP) grant opportunity. Permission is sought to accept an estimated \$21,000 in funding over one year for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

Previously known as the McKnight Programs in Higher Education, the Florida Education Fund's mission is to strengthen the larger community by creating and implementing programs and services that lead to institutional enhancement and greater educational advancement for historically underrepresented groups. In furthering this mission, Centers of Excellence Programs (COEP) were established statewide to engage the community by intervening in the lives of minority school children at an early age so that they will not lose interest in education and will continue to succeed in public school as well as in postsecondary education.

The four primary components of the COEP are: 1) developing Academic Enrichment Centers where students will receive after-school assistance with homework/tutoring to build skills in language arts/communication and mathematics; 2) recognizing high achieving students and inducting them into the National Achievers Honor Society; 3) sponsoring countywide and regional Black History Competition, Culture Brain Bowl, mathematics, and spelling competitions and 4) participating in the Annual Statewide Brain Bowl Competitions and Florida National Achievers Society Summit. Local organizational resources, such as churches and recreation centers, will be enlisted by the College to assist in achieving the program goals. Approximately 200 students will be served by the Center's various activities.

The award funds will be used to pay consultants, and to support program activities toward goal achievement. Other major expenditures include transportation costs associated with field trips for educational and cultural events; student activity costs; student/parent seminars and meeting expenses; and costs for materials, printing and supplies.

The estimated period of performance will be from July 1, 2014 through June 30, 2015. The total project budget is projected to be \$21,000.00 over a one-year period. See attached Information Summary for additional information.

Tonjua Williams, Senior Vice President, Student Services; Suzanne L. Gardner, Acting General Counsel; and Linda L. Hogans, Executive Director, Retention Services, recommend approval.
Attachment js0808143

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

Date of BOT Meeting: August 19, 2014

Funding Agency or Organization: Florida Education Fund

Name of Competition/Project: Center of Excellence Program (COEP)

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 7/1/14 **End:** 6/30/15

Administrator: Tonjua Williams

Manager: Linda L. Hogans

Focus of Proposal:

The Center of Excellence Program (COEP) utilizes group achievement strategies to increase African-American and other historically under-represented students who enter higher education. The COEP includes 4 components: 1) National Achievers Society; 2) Academic Enrichment Centers; 3) Black History and Culture Brain Bowl and Mathematics Brain Bowl Competition; and 4) an Annual Statewide Brain Bowl Competitions and Florida National Achievers Society Summit.

Budget for Proposal:

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

Salaries & Benefits (OPS)	\$ 1,932
Consultants	\$ 400
Printing/Copying/Office Supplies	\$ 200
Seminars/Meetings	\$ 3,000
Travel	\$ 4,000
Student Activities Cost (materials & supplies)	\$ 11,018
Other Expenses	<u>\$ 450</u>
Total Budget	\$ 21,000

Funding:

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

Total amount from funder: \$ 21,000

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


Required match or cost sharing:	No	<input checked="" type="checkbox"/>	Yes
Voluntary match or cost sharing:	No	<input checked="" type="checkbox"/>	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 Values, Strategic Initiatives and Activities Addressed:

Value(s):	<ol style="list-style-type: none"> 1. Student Focus 2. Academic Excellence 3. Outstanding Service 4. Diversity
Strategic Initiative(s):	<ol style="list-style-type: none"> 1. Outreach 2. Student Engagement 3. Student Support
Strategic Activity(ies):	<ol style="list-style-type: none"> 1. Student Success and Out of Classroom Support

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: TW Telecom, Inc.—Internet and Network Services

Authorization is sought to enter into an agreement with TW Telecom, Inc. to provide internet and Wide Area Network services to all college campuses and sites including new Downtown Center and Bay Pines Center sites

The agreement is for a three year term beginning September 1, 2014 through August 31, 2017. The new Downtown Center and Bay Pines Center sites three year terms will begin upon substantial completion of construction at each site.

The total cost for the services covered by this Agreement, which include some but not all internet services, will be approximately \$435,660 per year or \$1,306,980 for the entire three-year period, plus up to 1% per year depending on unforeseen taxes and fees, if they apply.

The new agreement will provide significant necessary bandwidth increases for the Old Midtown Center, Downtown Center, Seminole Campus, Epicenter/District Office, Palladium Theatre, Vet Tech Center, Allstate Center, Health Education Center and college wide internet access. Additionally, the agreement provides for data services for the new Midtown Center and Bay Pines Center. TW Telecom has waved all installation charges.

TW Telecom was chosen to continue to provide the above services to St. Petersburg College due to its superior network design that provides SPC with multiple private fiber optic rings and redundant fiber and internet services entrances to key SPC sites. In addition, TW Telecom provided the best overall price over a favorable 3 year term.

Background:


The current provider of internet and Wide Area Network services for the College is TW Telecom Corporation. TW Telecom has been the primary provider of SPC internet and wide area network services since November 2007.

Internet services include access to and from the public internet for SPC students, staff and faculty. Wide Area Network services include all of the data network services that connect all SPC campuses together into one data communications network.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; and David Creamer, Sr. Director, Network Systems & Telecommunications, recommend approval.

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Microsoft Campus Agreement – Staff, Faculty & Administrative

Approval is sought to enter into agreement with Microsoft for licensing Windows Operating System (OS) for all faculty and staff and other related Microsoft administrative software.

The agreement is for a three year term beginning September 1, 2014 through August 31st, 2017.

The first year cost of the contract is \$157,534, second year \$168,562, third year \$180,361 based on the college's staff and faculty count (FTE) and use of other Microsoft Administrative products.

The anticipated total expenditure will not exceed \$507,000 for the three year term. The "not to exceed" amount will cover potential increase of the college's staff/faculty FTE count during the agreement term and increase to counts for other Microsoft administrative products such as Microsoft (MS) Lync Voice, MS Servers, MS Database Software and MS cloud services. The college will submit payment to the Microsoft reseller, Bell Techlogix.

History

The college currently has an agreement with Microsoft that has been in effect since August 2011 to use Microsoft Operating System (OS) and Microsoft Office (Word, Excel, PowerPoint, Outlook, Access, Lync) software on any college owned desktop/laptop computer used by faculty and staff. The cost of the agreement is based on staff and faculty FTE (Full Time Equivalent) counts.

The current agreement also includes licensing for college use of back end administrative software such as Microsoft server operating systems, Microsoft SQL database & Microsoft system center service/configuration manager. The cost of the agreement for the administrative back end software is based on the number of systems where the software has been installed.


The college entered into a similar agreement with Microsoft from August 2008 to 2011.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology, and David Creamer, Senior Director Network & Telecommunications, recommend approval.

Agenda Item VII – B.3a
August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Amendment to the Operations Agreement between St. Petersburg College and Pinellas County Government.

Approval is sought to amend the Operations Agreement with Pinellas County Government to provide flexibility in the assignment of spaces in the EpiCenter Technology and the EpiCenter Services buildings. This authorization also includes authority for the President to enter into any renewals or adjustment of the foregoing agreement under the same terms and conditions.

St. Petersburg College and Pinellas County Government entered into an Operations Agreement in 2003 for the use of spaces in the EpiCenter Technology and the EpiCenter Services buildings. That agreement detailed specific areas for use by the two entities, with no provisions for the transfer of space from one to the other. With recent cutbacks in the County's need for office space, as well as a desire to consolidate College operations, the College approached the County about taking back some of the space that the County no longer utilizes.

This amendment provides:

- An opportunity to have space transferred from one entity to the other upon agreement by both parties;
- Operating costs will also transfer in accordance with the transfer of square footage;
- All transfers and costs shall be adjusted to comply with an October 1st anniversary date (County fiscal year);
- Sixty days' notice is required to request a reversion back to the original agreed-upon spaces.
- 2,844 square feet will be transferred upon execution of this amendment from the County back to the College for use by the Online Learning department.

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

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

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

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President



SUBJECT: Pinellas Police Standards Council – Lease Agreement

Authorization is sought to enter into a new Lease Agreement with the Pinellas Police Standards Council (PPSC) for the period of October 1, 2014 through September 30, 2015. This authorization also includes authority for the President to enter into any renewals of the foregoing lease under the same terms and conditions.

The current three-year lease expires on September 30, 2014. Since 1997, the College has leased space at the Allstate Center to the Pinellas Police Standards Council to provide the Police Applicant Screening Service (PASS). Since all recruits entering the law enforcement and corrections academies must be cleared through PASS, the housing of PASS at the Allstate Center continues to be a major advantage to the academy programs.

The attached Lease Agreement provides for the lease of approximately 1,262 square feet of space. The College will be paid a total of \$5,720. The Lease includes utilities, custodial, maintenance and computer support service. The Pinellas Police Standards Council will arrange and pay for its own computer, telephone service and equipment

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

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

Suzanne L. Gardner, Acting General Counsel; Scott Fronrath, Provost, Allstate Center; and James Waechter, Associate Vice President, Facilities Planning and Institutional Services recommend approval.

Attachment

THIS LEASE is entered into by and between the Board of Trustees of St. Petersburg College, Florida, P.O. Box 13489, St. Petersburg, Florida 33733, hereinafter referred to as "Landlord" and the Pinellas Police Standards Council, Allstate Center, 3200 34th Street S., Suite 135, St. Petersburg, Florida 33711, hereinafter referred to as "Tenant."

1. PREMISES. Landlord hereby leases to Tenant the premises more specifically described on Exhibit A attached hereto, and located at the Allstate Center Building, 3200 34th Street South, St. Petersburg, Florida, 33711 ("Premises") together with the right to use common hallways and restroom facilities and other appropriate areas as necessary.
2. TERM. The term of said lease shall be a period of one (1) year commencing October 1, 2014 and continuing through September 30, 2015, subject to the terms and conditions herein.
3. RENTAL. Tenant shall pay Landlord \$5,720 ("Rental Fee") for use of the Premises during the term of the Lease. Payments shall be paid in quarterly equal installments of \$1,430 on October 1st, January 1st, April 1st, and July 1st during the Lease. Should these rental sums be subject to taxation pursuant to Florida Statutes, Chapter 212, then Tenant shall remit such taxed sums to Landlord. As part of the Rental Fee, Landlord shall provide janitorial services for the Premises, as well as computer support services and use of four (4) Dell desktop computers. Tenant, at its sole cost and expense, shall be responsible maintaining its own phone system and paying its phone bills.
4. NOTICE OF CANCELLATION. Landlord reserves the right to cancel and terminate this Lease at any time during the term of this Lease provided, however, Landlord shall give Tenant ninety (90) days written notice of its intention to terminate the Lease.
5. HOLDOVER. Should Tenant holdover beyond the term of this Lease or beyond the date of termination following Landlord's Notice of Cancellation, then Landlord shall be entitled to collect rent for each day held over by Tenant. This provision does not relieve Tenant of its obligation to remove itself and its belongings in a timely fashion from the Premises.
6. DEFAULT. Should Tenant holdover beyond the term of this Lease or beyond the ninety (90) day period stated in Landlord's Notice of Cancellation of the Lease, or should Tenant otherwise breach any promise, covenant, or condition of this Lease, then Landlord shall have cause to terminate this Lease and Landlord shall have the immediate right to

possession and the right to remove Tenant by eviction proceedings entitling the Landlord to the Premises, holdover sums as provided in Section 5 above, attorney's fees at trial and on appeal, and costs connected with said eviction proceedings, if necessary, including fees and costs for any Appellate proceeding. Tenant waives any statutory right to an eviction notice and Landlord may proceed immediately with the filing of a complaint for the removal of the Tenant and shall be entitled to summary procedures provided for by Florida Statute §51.011.

7. USE. Premises shall be used and occupied by Tenant solely for the purposes announced in its Articles of Incorporation and for no other use or business purpose. Tenant shall at all times use the Premises in conformity with Landlord's rules and procedures and shall further comply with any ordinance, law or regulation of any governmental body.

8. ACCEPTATION OF THE PREMISES. Tenant accepts the Premises in its "as is" condition.

9. TENANT'S CARE. Tenant will take good care of Premises and the fixtures and appurtenances in good condition therein except for reasonable wear and tear. Tenant will cause or suffer no active or permissive waste or injury to the Premises and should any waste, damage or injury to the premises occur, Tenant shall pay Landlord for repair of any injury or damage, whether structural or nonstructural, to the Premises or any other part of the Allstate Center wherein Tenant causes waste, injury or damage.

10. ALTERATIONS AND IMPROVEMENTS. Tenant will not, without Landlord's written consent, make any changes, alterations, additions or improvements to the Premises. Should Tenant desire to make any alterations or improvements to the Premises, Tenant shall submit detailed plans and specifications for each proposed alteration or improvement to Landlord for approval prior to the commencement of any such alteration or improvement. All alterations and improvements, if approved by Landlord, shall be made and performed in accordance with the Florida Building Code, the State Requirements for Educational Facilities ("SREF") and Landlord's rules and procedures as may be amended from time to time.

11. MECHANIC'S LIENS. No contractor, subcontractor, mechanic, laborer, material man or any other person or entity who may perform work upon the Premises shall be entitled to record any lien against the Premises or any property owned or operated by Landlord. All persons or entities working directly or indirectly for or with Tenant may look only to Tenant and not to the Premises as security for payment.

12. REMOVAL AT THE END OF THE TERM OR UPON TERMINATION. At the end of term or upon termination in accordance with Section 4 above, Tenant shall remove all of Tenant's property, pay for repair of all injury, damage or waste done by or in connection with the installation or removal of said property, or use of the Premises, and surrender the Premises (together with all keys to the Premises) in as good a condition as the Premises was prior to Tenant's occupancy, reasonable wear and tear excepted.

13. HOURS OF USE. Tenant shall be permitted to use the Premises only during the hours of 7 a.m. to 10 p.m. Monday through Friday. The Premises will be closed on Saturday, Sunday and College holidays and Tenant shall obtain written permission from the Campus Executive Officer, Allstate Center, to use the Premises at any time other than times referred to above.

14. ASSIGNMENT AND SUBLETTING. Tenant shall not assign or sublet this Lease or any interest thereunder, sublet the premises or any part thereof. Should any assignment or subletting occur, Landlord may immediately terminate this Lease and pursue removal of Tenant and any assignee or sublessee.

15. TENANT'S PURPOSE. Tenant's purpose for leasing the Premises is to provide a personnel processing service for law enforcement agencies in Pinellas County. Tenant's use of the Premises shall be limited to the foregoing purpose, unless specifically authorized in writing by the Landlord.

16. INSPECTION AND ACCESS TO PREMISES. Landlord shall have the right to enter the Premises at all times, upon reasonable notice to Tenant except for in the case of an emergency, or to examine the physical condition of the Premises as the Landlord may deem necessary or desirable.

17. INDEMNITY. Tenant covenants and agrees to indemnify and hold harmless Landlord, its trustees, officers, employees and agents from and against any and all losses, claims, liabilities, fines, injuries and damages to persons or property (including personal and real property of Landlord), penalties, suits, and expenses of all kinds or nature including reasonable attorney's fees (through appeal) which may be imposed upon, incurred by or asserted against Landlord by reason of or arising out of any damages or injuries to personal property, real property, or to persons caused by or resulting from the Tenant's operations, use or occupancy of the Premises. Provisions of this paragraph shall

survive termination of this Lease with respect to any loss, damage, death or injury occurring prior to termination.

18. **INSURANCE.** Tenant shall obtain and maintain at all times during its occupancy of the Premises, general liability insurance for personal injury and bodily injury, including death, of not less \$1,000,000 per occurrence, and \$2,000,000 aggregate. Tenant shall also obtain and maintain hazard insurance covering tenant's personal property located on or about the Premises and proof of statutory Workers' Compensation coverage. Tenant shall provide Landlord a Certificate of Insurance on each policy, evidencing such coverage upon execution of this Lease. The Board of Trustees of St. Petersburg College shall be named as additional insured on liability policies.

19. **DISCRIMINATION.** Neither Tenant nor Landlord shall discriminate in its employment practices, admission of students or otherwise on the basis of race, color, ethnicity, national origin, religion, age, sex, sexual orientation, gender identity, genetic information, marital status nor will either party discriminate against any qualified individual with disabilities. Landlord and Tenant acknowledge that sexual harassment constitutes discrimination on the basis of sex.

20. **PARKING.** Tenant and its employees shall at all times park all of their vehicles in the east parking lot of the Premises.

21. **MISCELLANEOUS PROVISIONS.**

- A. The rights of Landlord contained herein are cumulative and are in addition to statutory or common law rights.
- B. The only relationship hereunder is that of Landlord and Tenant. Tenant acknowledges and represents that it is a nonprofit entity organized and existing under the laws of the State of Florida and that Tenant is in good standing. Tenant covenants that it shall not use Landlord's name (i.e. St. Petersburg College or the Board of Trustees of St. Petersburg College) in conjunction with Tenant's literature or advertising other than to state that Tenant is located at the Allstate Center, 3200 34th Street South, St. Petersburg, Florida, 33711. A breach of this covenant shall entitle Landlord to immediate termination of this Lease and possession of the Premises.
- C. Tenant covenants it has the authority to enter into this Lease in accordance with its Board of Directors.

- 22. **GOVERNING LAW AND VENUE.** The laws of the State of Florida shall govern this Lease. Venue for any action brought in state court shall be in Pinellas County, St. Petersburg Division. Venue for any action brought in federal court shall be brought in the Middle District of Florida, Tampa Division, unless a division is created in St. Petersburg or Pinellas County, in which case the action shall be brought in that division. Each party hereto waives any defense, whether asserted by motion or pleading, that the aforementioned courts are an improper or inconvenient venue.

- 23. **PUBLIC RECORDS.** Tenant acknowledges that Landlord is subject to and must comply with Florida's Public Records Law, Chapter 119, Florida Statutes. In the event Tenant refuses to disclose any documents or materials related to this Lease and not otherwise exempt from disclosure, Landlord may immediately terminate this Agreement without further liability.

- 24. **COMPLETE AGREEMENT.** This Lease constitutes the entire understanding of the parties with respect to the subject matter hereof and may not be modified except by an instrument in writing and signed by the parties hereto.

IN WITNESS WHEREUNTO the parties have set their hands and seals on the dates set forth below.

Witnesses as to the Landlord:

BOARD OF TRUSTEES OF
ST. PETERSBURG COLLEGE

By: _____

Date: _____

Witnesses as to Tenant:

PINELLAS POLICE STANDARDS
COUNCIL

By: _____
Ray Kaminkas,
Chairman of Pinellas Police Standards
Council, Pinellas County, Florida
Date: _____

Memorandum of Understanding

Between

The St. Petersburg College Alumni Association, Inc.

and

The St. Petersburg College Foundation, Inc.

The following has been reviewed and unanimously approved by the SPC Foundation Board of Directors and the SPC Alumni Association Board of Directors. Pending the approval of the Board of Trustees, this agreement would be effective as of April 1, 2014. This Memorandum of Understanding (MOU) sets forth the terms and understanding should the Association Board of Directors accept this invitation.

Background

The St. Petersburg College Alumni Association is a non-profit organization which has a separate corporate and tax status. As such, the Association requires a separate annual audit, as well as regular financial management and record keeping. The Association is the only such organization in the State that is a separate 501(c)(3), all the others are part of their College's Foundation.

The intent of this undertaking is to bring greater organization, efficiency and effectiveness to the Association and its efforts as well as to create a cost savings to the Association in terms of annual audit fees, etc.

Terms and Conditions

Should the Association accept the Foundation's invitation, the following terms and conditions will follow:

- The Association will dissolve its 501(c)(3) status.
- The Association will become an advisory body to the Foundation Board of Directors and will operate under the Foundation by-laws and policies.
- The Association will be named the St. Petersburg College Alumni Association.
- The Association will hold regular, separate meetings. It will appoint its members and submit the names for approval to the Foundation Board of Directors. The Association will have decision-making authority over the spending of its funds and will continue to oversee the annual selection of the:
 - SPC Outstanding Alumnus
 - Apollo Scholarship Recipient
 - Achievement Scholarship Recipient
- With the signing of this document, the Foundation will appoint one member of the current Association Board of Directors to serve on the Foundation Board of Directors. This individual shall serve a one-year term. Following this term, a minimum of one seat on the Foundation Board will be reserved for an individual with an interest in alumni affairs. Said appointee will report the activities of the Association to the Foundation Board on a regular basis.

The Foundation will create a separate fund for the Association named the Alumni Program Fund. Association funds on deposit with the College will transfer to this new fund and be invested and managed in accordance with the Foundation’s Investment Policy Statement. Future contributions generated by the Association including, but not limited to, dues, gifts, royalties and earnings will be placed in the fund. The Association will have discretion over the fund for scholarships and alumni promotional activities. Fund activity reports will be created and provided to the Association and Foundation Board on a regular basis.

Duration

This MOU is shall become effective upon signature of the authorized officials of both parties and shall remain in effect until terminated in writing by mutual consent.

Contact Information

St. Petersburg College Alumni Association, Inc.
John Brown, Chairman
Phone: 727 710 1526
Email: jbintegrity@gmail.com

St. Petersburg College Foundation, Inc.
Kenneth P. Cherven, Chairman
Phone: 727 415 8332
Email: kpc1059@yahoo.com

For the Association:

John Brown

Date


For the Foundation:

Kenneth P. Cherven

Date

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Quarterly Informational Report of Contract Items

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

Section A: Program Related Contracts

1. Dual Enrollment Agreement with **Admiral Farragut Academy, Inc.** (AFA) that will allow eligible AFA students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2014 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Anne Cooper on May 27, 2014. Department—Dual Enrollment/Early College
2. Agreement with **Augusoft, Inc.** to continue to provide the Lumens Pro Learning Management System for the day-to-day operation and management of Corporate Training's business solutions services. This renewal Agreement includes the annual subscription fee (\$22,000) for *Lumens Entrepreneur* and the annual customization subscription fee (\$8,000). The renewal period will commence as soon as possible and continue for one year at a total cost to the College of \$30,000. This item was approved by Anne Cooper on June 16, 2014. Department—Corporate Training
3. Agreement with **Axzo Press, Inc.** whereby the College's Corporate Training will use Axzo's *ILT CustomCourse 5.2* software to create and modify Instructor Lead Training Manual(s) that will be used to teach various business/technology courses. The Agreement will commence as soon as possible and continue for one year. The cost to the College for this Agreement will be \$10,000. After expenses, the net revenue to the College is anticipated to be approximately \$7,000. This item was approved by Anne Cooper on June 25, 2014. Department—Corporate Training
4. Affiliation Agreement with **Bayfront Health St. Petersburg** to provide clinical experience to students enrolled in Nursing; Health Information Management; Respiratory Care; Physical Therapist Assistant; Emergency Medical Services; and Radiography programs. The Agreement will commence as soon as possible and continue for the period

of one year. There is no cost to the College associated with entering into this Agreement. This item was approved by Anne Cooper on June 23, 2014. Departments—Nursing; Health Information Management; Respiratory Care; Physical Therapist Assistant; Emergency Medical Services; and Radiography

5. Agreement with **Broward College** (BC) for the articulation of BC's AS Respiratory Care Program and SPC's BAS in Health Services Administration for Respiratory Care Program. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College. This item was approved by Anne Cooper on June 6, 2014. Department—College of Health Sciences
6. Agreement with **CAE Healthcare, Inc.** to provide maintenance, repairs and support for the simulator equipment used in the Nursing Program. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this period will be \$20,916. This item was approved by Anne Cooper on April 29, 2014. Department—College of Nursing
7. Dual Enrollment Agreement with **Calvary Christian High School** (CCHS) that will allow eligible CCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2014 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Anne Cooper on May 27, 2014. Department—Dual Enrollment/Early College
8. Agreement with **Cambridge Michigan Language Assessments (CAMLA)** to purchase the MTELP Series – Trio Package of testing materials to be used to test ESL students in the Communications Program. The cost to the College for this Agreement will be \$1,295. This item was approved by Karen Kaufman-White on May 5, 2014. Department--Communications
9. Agreement with **Citrix Systems, Inc.** that will provide GoToMeeting conferencing access for up to 100 attendees. This service is used for the Florida Trade Consortium conferences. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be \$662. This item was approved by Anne Cooper on April 7, 2014. Department—Florida Trade, Natural Science
10. Dual Enrollment Agreement with **Clearwater Central Catholic High School** (CCCHS) that will allow eligible CCCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2014 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Anne Cooper on May 27, 2014. Department—Dual Enrollment/Early College

11. Agreement with **Comprehensive Health Management (CHM)** whereby the College will provide CHM with various Leadership Training workshops with a certified Developmental Dimensions International instructor. The College will be paid approximately \$26,242.00 for its services; however, after expenses, the net revenue to the College is expected to be approximately \$12,685. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Anne Cooper on March 31, 2014. Department—Corporate Training
12. Agreement with **East Tennessee Children’s Hospital** to provide preceptor and Leadership Practicum hours for RN to BSN students to complete their practicum hour requirements for the RN to BSN Nursing Program. The Agreement will commence as soon as possible and continue for a period of three years. Thereafter, the Agreement shall automatically renew for successive one-year terms unless terminated by either party. This item was approved by Anne Cooper on May 19, 2014. Department—College of Nursing
13. Affiliation Agreement with **Englewood Community Hospital, Inc.** to provide clinical experience to students enrolled in the College’s Respiratory Care Program. The Agreement will commence as soon as possible and continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on May 2, 2014. Department—Respiratory Care
14. Agreement with **First Baptist Church of Indian Rocks, Inc.** to provide use of its facilities for the College of Nursing Pinning Ceremony to be held May 8, 2014. The total cost to the College associated with this Agreement will be \$6,825. Of this amount, the College will pay \$5,000 and the Student Nurses Association will pay \$1,825. This item was approved by Anne Cooper on April 25, 2014. Department—College of Nursing
15. Affiliation Agreement with **Florida Health Sciences Center, Inc. d/b/a Tampa General Hospital** to provide clinical experience to students enrolled in the College’s Nursing, Emergency Medical Services, Orthotics & Prosthetics, Continuing Education Health, Respiratory Care, Health Information Management, and Physical Therapist Assistant Programs. The Agreement will commence as soon as possible and continue for the period of one year. There is no cost to the College. This item was approved by Anne Cooper on June 2, 2014. Departments—Nursing, Emergency Medical Services, Orthotics & Prosthetics, Continuing Education Health, Respiratory Care, Health Information Management, and Physical Therapist Assistant
16. Agreement with **Florida International University (FIU)** whereby FIU will offer online courses through the College’s University Partnership Center. The Agreement will commence as soon as possible and continue for the period of five years. Thereafter, the Agreement will automatically renew for one-year periods unless terminated by either party. Although there is no cost to the College associated with entering into this Agreement, the parties will agree to any charges and fees under a separate agreement, as necessary. This item was approved by Anne Cooper on May 27, 2014. Department—University Partnership Center
17. Agreement with **Gomez Orthotic Systems, LLC (GOS)** whereby GOS and the College will partner to offer Gomez Orthotic Spine System classes through Corporate Training/CE

- Health Training programs. The College will pay GOS 50% of the revenues less instructor compensation. The College will assist in marketing the courses and program administration. Based on the anticipated enrollment during the year, the estimated net revenue to the College for this Agreement is approximately \$5,000. The Agreement will commence as soon as possible and continue for one year; thereafter, the Agreement will automatically renew for one-year periods unless terminated by either party. This item was approved by Anne Cooper on May 1, 2014. Department—Corporate Training
18. Affiliation Agreement with **HCA Northside Hospital** to continue the Nursing Initiative designed to expand enrollment in the Nursing Program to assist in alleviating the nursing shortage in the Tampa Bay area. The parties to the Agreement will provide approximately 12 qualified candidates (current eligible hospital employees and if needed, candidates from SPC's applicant pool) to obtain an Associate in Science degree in Nursing. In addition, Northside will coordinate employee work schedules; provide classroom, lab and office space for students and faculty; provide lab equipment and supplies; and provide some faculty instruction and lab facilitation support as part of the initiative. SPC will coordinate admissions, reserve slots for students, if needed, schedule initiative classes, skills labs and clinicals, and place students at the hospital for clinical rotations as available. The Agreement will commence as soon as possible and is subject to review and renegotiation in May 2016. There is no cost to the College associated with entering into this Agreement. This item was approved by Anne Cooper on May 14, 2014. Department—Nursing
 19. Affiliation Agreement with **HCA Regional Medical Center Bayonet Point** to allow students enrolled in the Health Information Management, Physical Therapist Assistant and Nursing Programs to obtain clinical experience. The Agreement will commence as soon as possible, will continue for a period agreed to by the parties. There is no cost to the College associated with this Amendment. This item was approved by Anne Cooper on June 6, 2014. Departments—College of Nursing, Physical Therapist Assistant & Health Information Management
 20. Agreement with **Hernando County School Board** to provide for the articulation of Hernando High School (HHS) students completing the HHS Veterinary Assistant Program into SPC's Veterinary Technology Program. The Agreement will commence as soon as possible and will continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on June 6, 2014. Department—Veterinary Technology
 21. Agreement with **Hillsborough Community College (HCC)** for the articulation of HCC's AS Respiratory Care Program and SPC's BAS in Health Services Administration for Respiratory Care Program. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College. This item was approved by Anne Cooper on June 6, 2014. Department—College of Health Sciences
 22. Dual Enrollment Agreement with **Indian Rocks Christian School (IRCS)** that will allow eligible IRCS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and

- college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2014 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Anne Cooper on May 27, 2014. Department—Dual Enrollment/Early College
23. Agreement with **Infusion Knowledge, Inc. (IK)** to provide IV Therapy related education. The College will provide registration, classroom space for non-clinical courses, AV equipment, supplies as needed and handouts. IK will provide curriculum, certified course instructors, clinical instructors and clinical locations. The College and IK will split the student fee revenue 50/50 with the exception of clinical course fees. For clinical courses, IK will receive 80% and the College will retain 20% of student fee revenue. Based on the foregoing, the anticipated revenue will be \$70,000 per year; however, after expenses, the annual revenue to the College is anticipated to be approximately \$30,000. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. This item was approved by Anne Cooper on June 27, 2014. Department—CE Health
 24. Agreements with **iStock Photo** to provide graphics credits that are downloaded for use by the College of Public Safety Administration in the delivery of its courses. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$1,465. There is also an ongoing Content License Agreement associated with this purchase. This item was approved by JC Brock on May 6, 2014. Department—College of Public Safety Administration
 25. Agreement with **Lutheran Service Florida, Inc. (LSF)** whereby LSF will provide volunteer internship experience at LSF's Head Start sites throughout Pinellas County. The College will screen applicants and provide interns who will volunteer 15-18 hours per week for 5-6 weeks. The Agreement will commence as soon as possible and continue through July 31, 2015. This item was approved by Anne Cooper on May 2, 2014. Department—Internship Department
 26. Agreement with **McREL International** to allow for the sharing of student data for the purpose of conducting studies to improve instruction that promotes and supports entry into the orthotics and prosthetics occupations. This initiative is part of the Orthotics, Prosthetics, and Pedorthics (HOPE) Careers Consortium TAA-CCCT grant. McREL will share the results of the study with the College to assist in making informed decisions and advancing policy to improve instruction in orthotics and prosthetics programs. McREL may also publish the study results and analyses in aggregate form, which will not include personally identifiable information. There is no cost to the College. The Agreement will commence as soon as possible and continue through September 30, 2017. This item was approved by Anne Cooper on May 9, 2014. Department—Orthotics & Prosthetics
 27. Affiliation Agreement with **H. Lee Moffitt Cancer Center** to provide preceptor and Leadership Practicum hours for RN to BSN students to complete their practicum hour requirements for the RN to BSN Nursing Program. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. This item was approved by Anne Cooper on May 1, 2014. Department—College of Nursing

28. Agreement with **Joe A. Nelson DO, MS d/b/a Medical Direction Consultants, Inc.** to provide medical direction and accountability for the Emergency Medical Services Program and the Emergency Medical Services Non-Credit Program. The Agreement will commence July 1, 2014 and continue through June 30, 2015 at a cost to the College of \$11,000. This item was approved by Anne Cooper on June 2, 2014. Department—Emergency Medical Services
29. Agreement with **The Nemours Foundation, Nemours Children’s Hospital** to provide preceptor and Leadership Practicum hours for RN to BSN students to complete their practicum hour requirements for the RN to BSN Nursing Program. The Agreement will commence as soon as possible and continue through August 1, 2014. This item was approved by Anne Cooper on April 2, 2014. Department—College of Nursing
30. Dual Enrollment Agreement with **Northside Christian School (NCS)** that will allow eligible NCS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2014 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Anne Cooper on May 27, 2014. Department—Dual Enrollment/Early College
31. Agreement with **Orange County Public Schools** to provide for the articulation of students completing Orange County Public Schools’ Veterinary Assistant Program into SPC’s Veterinary Technology Program. The Agreement will commence as soon as possible and will continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on June 6, 2014. Department—Veterinary Technology
32. Agreement with **Anthony Ottaviani, DO** to provide medical direction for the Respiratory Care Program, which is necessary to meet the requirements for Program accreditation. The Agreement will cover the period commencing July 1, 2014 and continuing through June 30, 2015. The cost to the College will be \$4,800. This item was approved by Anne Cooper on May 9, 2014. Department—Respiratory Care
33. Agreement with **Pinellas County, Safety and Emergency Services** whereby the College will lease a Luverne fire truck from the County for a term of ten years for the purposes of firefighting training at the College’s Fire Academy. The Agreement will commence as soon as possible and continue for the period of ten years at a cost to the College of \$1 per year for a total cost of \$10. This item was approved by Anne Cooper on May 1, 2014. Department—Fire Academy
34. Dual Enrollment Articulation Agreement for 2014-15 between **Pinellas County School Board** and the College. The Agreement defines the academic programs and activities that will benefit *Dual Enrollment* students of Pinellas County. The College will offer information on student progress and acceleration mechanisms to students in Pinellas County high schools to facilitate greater success in post-secondary education. The School Board will market and encourage high school students regarding opportunities for Dual Enrollment articulation and accelerated college credit opportunities. The Agreement will

commence as soon as possible and will ongoing; however, the Agreement must be reviewed and updated annually. There is no cost to the College. This item was approved by Anne Cooper on May 27, 2014. Department—Academic & Student Affairs

35. Agreement with **Raymond James & Associates, Inc.** (RJA) whereby SPC agrees to provide training classes for RJA's employees in the areas of Project Management and Quality Management through July 30, 2014. Based on the anticipated training sessions to be offered during this period the cost to the College for instruction will be \$12,176.74. In addition, the College anticipates receiving a total of \$27,172.90 for its services. Accordingly, the net revenue to the College for this particular Statement of Work is expected to be \$14,996.16. This item also includes the execution of a Master Services Agreement that will continue for the period of five years. The Master Services Agreement governs the overall terms and conditions of this first and other SOW's that may be done during the five-year period. Any other SOW's will be submitted for additional approval. This item was approved by Anne Cooper on May 7, 2014. Department—Corporate Training
36. Agreement with **Shands Teaching Hospital and Clinics, Inc.** to provide a medical surgical clinical site and preceptor for RN Refresher/Remediation/Return-to-Work students in the Continuing Education Nursing Program and RN to BSN students in the Nursing Program. The Agreement is being amended to update the health screening, immunization and background check requirements for students participating in the clinical setting at Shands. The Agreement is ongoing unless terminated by either party. This item was approved by Anne Cooper on June 27, 2014. Departments—CE Health & Nursing
37. Affiliation Agreement with **Sheridan Healthcare** that will allow the College's paramedic students to obtain clinical experience at Bayfront Hospital, St. Petersburg, in the skill area of Advanced Airway Management. The Agreement will commence as soon as possible and will continue for the period of one year. There is no cost to the College. This item was approved by Anne Cooper on June 6, 2014. Department—Emergency Medical Services
38. Agreement with the **City of St. Petersburg** to provide room rental for the College's O&P graduation dinner which will be held at the Mirror Lake Recreation Complex, Shuffleboard Ballroom on May 9, 2014. The cost to the College for this Agreement will be \$340. This item was approved by Anne Cooper on April 25, 2014. Department—Orthotics & Prosthetics
39. Agreement with the **City of St. Petersburg** whereby the College agrees to continue to provide personnel, equipment and facilities to provide Florida Department of Law Enforcement and certified basic recruit training to City Police Cadets. The Agreement continues through September 30, 2014. The revenue to the College anticipated for the agreement period is approximately \$81,100. This item was approved by Jesse Coraggio for Anne Cooper on October 15, 2013. This item is being included on this Report since it did not appear on a prior report. Department—CJI Academies
40. Agreement with the **City of St. Petersburg** whereby the College agrees to continue to provide personnel, equipment and facilities to provide Florida Department of Law

Enforcement and certified basic recruit training to City Police Cadets. The renewal Agreement will commence October 1, 2014 and continue through September 30, 2014. Although the exact revenue to the College cannot be determined at this time, it is anticipated the revenue would not exceed \$138,000 for the agreement period. This item was approved by Anne Cooper on July 15, 2014. Department—CJI Academies

41. Dual Enrollment Agreement with **St. Petersburg Catholic High School (SPCHS)** that will allow eligible SPCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2014 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Anne Cooper on May 27, 2014. Department—Dual Enrollment/Early College
42. Agreement with **Stanly Community College** to provide Cisco Academy Support via email, telephone and web format. The Agreement will commence as soon as possible and continue for one year. The cost to the College for this Agreement will be \$600. This item was approved by Anne Cooper on May 21, 2014. Department—College of Computer & Information Technology
43. Agreement with **Suncoast Primate Sanctuary (SPS)** to allow the SPS to display mounted animals at the College's Veterinary Technology facility. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College associated with entering into this Agreement. This item was approved by Anne Cooper on June 10, 2014. Department—Veterinary Technology
44. Agreement with **Suncoast Seminars, Inc.** for a co-sponsorship to offer continuing education courses for Physical Therapy, Physical Therapy Assistant, Occupational Therapy, Occupational Therapy Assistant and other healthcare professions. The College will provide CE, classroom, AV and marketing and Suncoast will provide instructor, content, handouts, registration and CE. The College will receive \$40 per student. The anticipated revenue over a year will be approximately \$4,000. The Agreement will commence as soon as possible and continue for one year; thereafter, the Agreement will automatically continue for one-year periods unless terminated by either party. This item was approved by Anne Cooper on June 27, 2014. Department—CE Health
45. Affiliation Agreement with **Tallahassee Memorial Hospital** to provide preceptor and Leadership Practicum hours for RN to BSN students to complete their practicum hour requirements for the RN to BSN Nursing Program. The Agreement will also allow RN Refresher/Remediation/Return-to-Work Continuing Education students to obtain clinical experience. The Agreement will commence as soon as possible and continue for a period of two years. This item was approved by Anne Cooper on April 23, 2014. Departments—College of Nursing, CE Health
46. Agreement with the **Tampa Bay Area Regional Career Pathways Consortium** (Consortiums from Hernando, Hillsborough, Manatee, Pasco, Pinellas, Polk and Sarasota counties) to allow students in these counties to cross county lines and receive credit based

on each consortia's requirements. Specifically, graduating students who have completed courses from a consortium high school or adult technical education center can receive credit at a consortium member's postsecondary institution(s) and be awarded the appropriate number of credits noted in the local agreement provided the student meets the receiving institution's entrance and program requirements. SPC's role associated with this Agreement will be to accept eligible students for articulation and award credit based on SPC's articulation agreements with the Pinellas County Consortium. The renewal Agreement will commence July 1, 2014 and continue through June 30, 2018. There is no cost to the College associated with entering into this Agreement. This item was approved by Anne Cooper on May 1, 2014. Department—Academic & Student Affairs, Perkins

47. Agreement with the **University of South Florida, College of Medicine** to provide the services of David A. Solomon, MD whereby Dr. Solomon will provide physician input and related clinical expertise regarding pulmonary medicine during Sessions I & II, 2014-15. The cost to the College for this Agreement will be \$2,000. This item was approved by Anne Cooper on April 25, 2014. Department—Respiratory Care
48. Agreement with **Steve Vemeier** whereby the College and Mr. Vemeier will partner to offer online Real-estate Appraisal Continuing Education courses through Corporate Training. The College will market the courses through its website and catalog and provide administrative services related to offering the courses. Mr. Vemeier will provide instruction and course materials. The College will pay 66.66% of the revenues received to Mr. Vemeier. Based on the foregoing, the net revenue is anticipated to be approximately \$1,167 per class offered. The Agreement will commence upon execution and continue for the period of one year. Thereafter, the Agreement will automatically continue for one-year periods unless terminated by either party. This item was approved by Anne Cooper on April 25, 2014. Department—Corporate Training

Section B: Major Technology Contracts

49. Agreements with **Dell Financial Services, LP** to lease a total of 290 computers, 1 server and computer equipment for use in various academic and administrative departments collegewide. The leases are for a period of 49 months. The cost to the College for these leases is expected to be approximately \$428,832.92. Should the College opt to purchase the equipment, if applicable, at the end of the lease term, the purchase option price would be an additional \$34,633.89. Based on the foregoing, the total cost to the College for these lease agreements will not exceed \$463,466.81. Should funds not be appropriated to continue the leases for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 60 days written notice prior to the end of the current fiscal period. These items are being reported to the Board based on its approval of the **2013-14 Budget** on May 21, 2013. — Doug Duncan
50. Agreements with **Dell Financial Services, LP** to lease a total of 722 computers and computer equipment for use in various academic and administrative departments collegewide. The leases are for a period of 49 months. The cost to the College for these leases is expected to be approximately \$705,888.36. Should the College opt to purchase the equipment, if applicable, at the end of the lease term, the purchase option price would be an additional \$57,750.41. Based on the foregoing, the total cost to the College for these

lease agreements will not exceed \$763,638.77. Should funds not be appropriated to continue the leases for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 60 days written notice prior to the end of the current fiscal period. These items are being reported to the Board based on its approval of the **2014-15 Budget** on May 20, 2014. — Doug Duncan

Section C: Contracts above \$100,000 (\$100,001-\$325,000)

51. Agreement with **Bachelor Degree Access Strategies, LLC** to continue to provide consulting services and deliverables as agreed to by the parties. Consulting services will include areas such as structuring and implementing certificate, two-year, baccalaureate and graduate programs and enhancing opportunities with international institutions. The Agreement will commence July 1, 2014 and continue through June 30, 2015. The cost to the College for this period will not exceed \$168,000 plus travel expenses. This item was approved by the President on June 18, 2014. Department—President's Office
52. Agreement with **CampusEAI** to provide: 1) Quicklaunch & Desktop Single Sign-On (SSO) to the Oracle PeopleSoft Interaction Hub, ANGEL, Microsoft Office, Desire2Learn, and Early Alert; 2) SSO software licenses; 3) CampusEAI hosting and managed services; 4) hosting architecture; 5) custom development; 6) directory integration; 7) CampusEAI managed services; 8) Quicklaunch SSO design; 9) SSO training; 10) quality assurance; 11) load testing; 12) SSO support, and 13) community membership. The Agreement will commence as soon as possible and continue for the period of five years. The cost to the College for this Agreement period will be \$167,250. This item was approved by the President on June 10, 2014. Department—Information Systems, AIS
53. Agreement with **Data180, LLC** to allow access to its web-based Faculty 180 software designed to assist College faculty members with collecting and assimilating their teaching, researching and service activities; assist the administration with creating reports for making internal decisions; and be used by accrediting bodies and other external users. The Agreement will commence as soon as possible and continue through April 30, 2019. The cost to the College for the five-year period of the Agreement will be \$217,695. Although the Agreement may be renewed thereafter for one-year periods, should the Agreement be continued, additional expenditure approval will be sought at that time. This item was approved by Ann Cooper on behalf of the President on April 23, 2014. Department—Institutional Research, Effectiveness, Grants & Curriculum
54. Agreement(s) with **i3 Group, LLC** to provide the College with student loan management services to student borrowers. The i3 Group will use its best efforts to keep student borrowers in a current repayment status and remove delinquency to help student borrowers repay loans and deliver the lowest possible cohort default rate. More specifically, i3 Group will provide services such as student loan counseling; email and direct mail student borrower communications; reporting package information regarding repayment status; and student borrower access to Loanlook and Webchat through the College's intranet portal. The College will also execute a Mutual Confidentiality Agreement with Cennate Corporation, i3 Group LLC and others regarding maintaining confidential information associated with the Services Agreement. The cost to the College for services under this Agreement is anticipated to be \$12,916 per month over a period of 13 months for a total

anticipated cost to the College of \$167,908. This item was approved by the Board based on its approval of the 2014-15 Budget on May 20, 2014 and confirmed by the President for execution on June 4, 2014. Department—Financial Assistance Services

55. Agreement with **Oasis Refreshment Systems, Inc.** to continue to provide college-wide vending services. The Agreement will commence August 1, 2014 and continue for the period of two years. The anticipated revenue during the term of this Agreement is \$125,000 per year. This item was approved by Anne Cooper on behalf of the President on April 25, 2014. Department—Vending Services

Section D: Contracts above \$50,000 (\$50,001-\$100,000)

56. Agreement with **Allen, Norton & Blue, P.A.** to continue to provide legal services to the College from July 1, 2014 through June 30, 2015. The firm will continue to provide services at an hourly rate of \$225 per hour for attorneys and \$100 per hour for paralegals. This firm provides legal services associated with employment law issues. Although the total amount of this Agreement cannot be determined at this time, the expenditure approval sought is within the College's approved budgeted amount for Fiscal Year 2014-15. This item was approved by the President on May 12, 2014. Department—General Counsel
57. Agreement with **Boston Brace International, Inc.** (BBI) to purchase BBI's system components and third party Rodin4D modification (portable CAD) software with a three-year license. BBI will provide one day of on-site installation and training as well as remote technical support. The system and software will be used in the College's Orthotics and Prosthetics Program. The cost to the College for the system and a three-year license for the software will be \$51,500. The Agreement will commence as soon as possible and will continue for three years. Thereafter, should the College want to continue using the software, additional approval will be sought at that time. This item was approved by Anne Cooper on May 14, 2014. Department—Orthotics & Prosthetics – Hope Grant
58. Agreement with **Google, Inc.** to provide the College access to Google's internet marketing and display advertising AdWords platform. This will allow the College to run ads on the Google search engine as well as YouTube.com and other affiliate or partner networks. The Agreement will commence as soon as possible and will continue on a month-to-month basis, and be ongoing with periodic billing. The anticipated monthly cost, which will vary based on usage, will be up to \$70,000. This item was approved by Doug Duncan on May 30, 2014. Department—Marketing & Public Information
59. Agreement with **Ovid Technologies, Inc.** to provide Ovid electronic products to support the Nursing, Health Services Administration, and Human Services Programs at the College. The Agreement will commence June 30, 2014 and continue through June 30, 2015. The cost to the College for this Agreement will be \$62,360. This item was approved by Anne Cooper on May 16, 2014. Department—District Library
60. Agreement with **Pro Education Solutions, LLC** to continue to provide consulting services for Financial Assistance Services to assist in processing of student files selected for federal verification and SAP appeal reviews. The renewal Agreement will commence as soon as possible and will continue for the period of one year. The anticipated cost to the College

for this Agreement period will be \$89,000. This item was approved by Tonjua Williams on June 16, 2014. Department—Financial Assistance Services

61. Amendment to the Agreement with **Unicon, Inc.** to provide consulting services to assist with the upgrade to version 2.x of SSP and SSP integration of the College's Who's Next system. The Agreement is through June 30, 2014. This item is to add an additional cost to the Agreement of \$6,875 (for a total agreement cost of \$71,875) for 55 consulting hours. This item was approved by Doug Duncan on May 29, 2014. Department—Information Systems
62. Amendment to the Agreement with **Unicon, Inc.** to provide consulting services to assist with the upgrade to version 2.x of SSP and SSP integration of the College's Who's Next system. The Agreement is through June 30, 2014. This item is to add an additional cost to the Agreement of \$6,750 (for a total agreement cost of \$78,625) for 54 consulting hours. This item was approved by Doug Duncan on June 27, 2014. Department—Information Systems
63. Agreement with **Universal Protection Service** to provide security officer services college-wide, on an as-needed basis. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this period is expected to be \$100,000. This item was approved by Doug Duncan on May 28, 2014. Department—Security Services

Section E: Contracts above \$10,000 (\$10,001-\$50,000)

64. Agreement with **American Funding Innovators** for the renewal of a subscription to AFI's software solution for grants management. The unlimited premium subscription allows for unlimited user licenses. The Agreement will commence August 1, 2014 and continue through July 31, 2015. The cost to the College for this period will be \$17,500. This item was approved by Anne Cooper on May 23, 2014. Department—Grants Development
65. Agreement with **Delectables Fine Catering** to provide food and catering services for the Fall Faculty Welcome Back event to be held August 14, 2014. The cost to the College for this Agreement will be \$13,046.88. This item was approved by Anne Cooper on May 14, 2014. Department—Instruction & Academic Programs
66. Agreement with the **Development Institute, Inc.** to provide the professional services of Katherine German, to conduct an assessment of the accomplishments of the College's Title III Project; provide suggestions and recommendations to advance the accomplishments and impact of the project; and create a written record of both commendations and recommendations. More specifically, Ms. German will review grant objectives, implementation plan and activity updates; develop evaluative protocols to respond to grant objectives and anticipated results; conduct semi-annual and annual on-site assessments reflecting formative and summative assessment of achievements; and prepare a brief cumulative report reflecting accomplishments, evaluative assessments and recommendations in accordance with the Title III Evaluation Plan. The Agreement will commence as soon as possible and is anticipated to continue up to five years. The total

cost to the College over this period will not exceed \$44,000. This item was approved by Tonjua Williams on April 29, 2014. Department—Title III

67. Agreement with **Diversified Business Machines** to provide maintenance on the College's 10 Photo ID printers college-wide. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be \$18,750. This item was approved by Tonjua Williams on June 17, 2014. Department—Enrollment Services
68. Agreement with **Mr. Charles Kyobe** to serve as the Lead Coordinator Lead Subject Matter Expert for the College to facilitate the creation of professional development training content and engage local school districts regarding the delivery of training on all Common Core Tools. The Agreement will commence as soon as possible and is anticipated to continue through June 30, 2015. The cost to the College for Mr. Kyobe's services over this period will be \$45,000. This item was approved by Anne Cooper on May 27, 2014. Department—College of Education
69. Agreement with **Lyrasis** for a renewal subscription to LexisNexis Academic service for use in the College's Paralegal Studies Program. The Agreement is from July 1, 2014 through June 30, 2015. The cost to the College for this renewal period will be \$19,677.12. This item was approved by Anne Cooper on May 28, 2014. Department—District Library
70. Agreement with **Alan Martinez** to provide marketing and sales, and business development services for the College's Collaborative Labs. The Agreement will commence July 1, 2014 and continue through December 31, 2014. The anticipated cost to the College for this Agreement will be \$36,000. This item was approved by Anne Cooper on June 26, 2014. Department—Collaborative Labs
71. Agreement with **O.C. Tanner Recognition Company** whereby the College will continue to purchase annual service awards for employee recognition. The Agreement will commence on July 1, 2014 and continue through June 30, 2015 at a cost to the College not to exceed \$25,000. This item was approved by Doug Duncan on April 29, 2014. Department—Human Resources
72. Agreement with **Ricoh Americas Corporation** for the lease of a copier for use at the Seminole Campus. The Agreement will commence as soon as possible and continue for a period of five years. The cost to the College over the five-year period, including costs for copies, is anticipated to be approximately \$29,896.80. This item was approved by Tonjua Williams on May 2, 2014. Department—Provost, SE
73. Agreement with **Unicon, Inc.** to provide continued Open Source Support for the College's Student Success Plan installation. The renewal for the comprehensive technical support package (Standard Gold Subscription for SSP) will commence July 1, 2014 and continue through June 30, 2015. The cost to the College for this Agreement period will be \$12,500. This item was approved by Doug Duncan on June 12, 2014. Department—Business Services

Section F: Contracts below \$10,000

74. Agreement with the **American Society of Composers, Authors and Publishers (ASCAP)** to continue the Music Licensing Performance Agreement for an additional year through June 30, 2015. The cost to the College to continue this Agreement for this period is estimated to be approximately \$7,600. This item was approved by Tonjua Williams on April 24, 2014. Department—Business Services, Accounting
75. Agreement with **Banquet Masters, Inc.** to continue to provide food service for the St. Petersburg/Gibbs Campus. The renewal Agreement will add or update information such as payment information, remuneration for over the counter food service, a one-time increase in menu pricing up to 10%, and Banquet Masters' responsibility to provide its own internet service. The Agreement will be renewed for a period of three years commencing August 1, 2014 and continuing through July 31, 2017. There is no cost to the College. This item was approved by Doug Duncan on April 3, 2014. Department—Purchasing
76. Agreement with the **Broadcast Music, Inc. (BMI)** to continue the Music Licensing Performance Agreement for an additional year through June 30, 2015. The cost to the College to continue this Agreement for this period is estimated to be approximately \$7,800. This item was approved by Tonjua Williams on April 24, 2014. Department—Business Services, Accounting
77. Agreement with **Central Florida Behavior Health Center, Inc.** whereby the College's Collaborative Labs will provide meeting design, facilitation, documentation, illustration, logistical and technical support services for a Collaborative Lab engagement to be held on June 5, 2014. The cost to the College for this Agreement will be \$4,500. This item was approved by Anne Cooper on May 28, 2014. Department—Collaborative Labs
78. Agreement with **The Chronicle of Higher Education** for continued online access to *The Chronicle of Higher Education* through its website. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this period will be \$3,300. This item was approved by Anne Cooper on June 25, 2014. Department—District Library
79. Agreement with **The College Board** to purchase companion materials for students that are unable to take the college placement test on the computer. The Agreement will commence as soon as possible and continue through July 31, 2014. The cost to the College for this period will be \$1,082.12. This item was approved by Tonjua Williams on April 24, 2014. Department—Enrollment Services
80. Agreement with **Competitive Edge Software, Inc.** to continue to provide security reporting, vehicle registration and dispatch software for use by Security Services. The Agreement also includes software service and technical support. The Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of \$9,360. This item was approved by Doug Duncan on May 6, 2014. Department—Security Services
81. Agreement with **EBSCO Publishing** for a license to access the Alt-Health Watch database for coursework which allows users to download and print content for course and research

- use. The Agreement will commence as soon as possible and will continue for the period of one year at a cost to the College of \$2,430. This item was approved by Anne Cooper on April 9, 2014. Department—District Library
82. Agreement with **EBSCO Subscription Services** for a license to access the Harvard Business Review for coursework which allows users to download and print content for course and research use. The Agreement will commence as soon as possible and will continue for the period of one year at a cost to the College of \$3,675. This item was approved by Anne Cooper on June 5, 2014. Department—District Library
83. Agreement with **Elsevier, Inc.** to continue to provide online access to the Science Direct, College Edition - Health & Life Sciences materials for use by students. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for the Agreement is \$2,974.90. This item was approved by Anne Cooper on April 25, 2014. Department—District Library
84. Agreement with the **First Baptist Church of Indian Rocks** for the use of its facilities for the College's graduation ceremony to be held July 26, 2014. The cost to the College for this Agreement will be \$5,875. The cost will include use of the Fellowship Center, Hospitality Room, and Worship Center as well as sound, media equipment, personnel, traffic control, and a full continental breakfast. This item was approved by Tonjua Williams on June 6, 2014. Department—Graduation/Student Services
85. Agreement with the **Florida Association of Orthotics & Prosthetics (FAOP)** that will allow the College to participate as an exhibitor at the 2014 FAOP Annual Conference event. This will give the College the opportunity to build awareness and recruit students for the College's Orthotics and Prosthetics Program. The event will be held July 31—August 2, 2014. The cost to the College associated with this Agreement will be \$600. This item was approved by Doug Duncan on May 1, 2014. Department—Baccalaureate Programs and University Partnerships
86. Agreement with **Florida Public Health Association** that will allow the College to participate as an exhibitor at the 2014 Florida Public Health Association Annual Educational Conference. This will give the College the opportunity to build awareness and recruit students for the College's health care programs. The event will be held July 30 – August 1, 2014. The cost to the College associated with this Agreement will be \$200. This item was approved by Doug Duncan on May 5, 2014. Department—Marketing & Public Information
87. Agreement with **Jungle Source, Inc.** to process background checks as needed on prospective/current employees and volunteers. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College associated with this Agreement is anticipated to be \$5,250. This item was approved by Doug Duncan on June 4, 2014. Department—Human Resources
88. Agreement with **The Looper Group, Inc.** for a partnership to promote St. Petersburg College's Downtown Center in St. Petersburg. The Looper Group operates a shuttle service and agrees to make a stop at the DT Campus, provide a narrative at the stop and

include rack space on its vehicles for College brochures. The College will provide its logo, a narrative script for drivers, and brochures/rack cards for vehicles. The Agreement will commence July 1, 2014 and will continue for the period of one year. The cost to the College for this period will be \$1,800. This item was approved by Tonjua Williams on May 21, 2014. Department—Provost Office, DT

89. Agreement with **Martz Group/First Class Coach Company** to provide transportation for Summer of Success participants from the St. Petersburg/Gibbs Campus to the USF Riverfront Ropes Course Park on June 27, 2014. The cost to the College for this Agreement will be \$540. This item was approved by Tonjua Williams on May 15, 2014. Department—Student Support Services Program
90. Agreement with **Maryland Online, Inc.** (MOL), a consortium of Maryland colleges and universities, to provide a subscription for access to certain benefits of MOL's Quality Matters program including rubrics, training, license, peer reviews and user group participation. The Agreement will commence July 1, 2014 and continue through June 30, 2015 at a cost to the College of \$2,475. This item was approved by Anne Cooper on April 8, 2014. Department—Online Learning & Services
91. Agreement with **Mid Phase** to provide web hosting as well as unlimited web space, bandwidth, domains, databases, and email accounts for the College's Center for Public Safety Innovation. The Agreement is for the period of one year and will continue through March 28, 2015. The cost to the College for this Agreement will be \$95.40. This item was approved by Brian Frank for James Brock on April 17, 2014. Department—Center for Public Safety Innovation
92. Agreement with **Naviance, Inc.** to continue to provide access to its Naviance communication system, which serves as a vital tool for the Collegiate High School to communicate more efficiently with parents and students. The system also allows the Collegiate High School to gather and display data in graph format to assist in recruitment efforts, documenting student achievement. The system also assists the College in transmitting transcripts to other colleges and universities. The Agreement will commence as soon as possible and continue through August 24, 2015. The cost to the College for this Agreement will not exceed \$2,831.67. This item was approved by Anne Cooper on June 17, 2014. Department—St. Petersburg Collegiate High School
93. Agreement with **Orange Theory-Fresh Ideas a/k/a Benjamin Solutions Group, LLC** to conduct a Business Plan Review to align and integrate the delivery of support services, communications and resources to faculty, staff and students at the College. The product of the review will provide information for college-wide decision-making, resource allocation and communication to inform the implementation for the Customer Relationship Manager. The Agreement will commence as soon as possible and continue through September 30, 2014 at a cost to the College of \$10,000. This item was approved by Doug Duncan on May 7, 2014. Department—Marketing & Public Information
94. Agreement with **Ovid Technologies, Inc.** to provide the CAB Animal & Vet Science e-Book Collection. The Agreement will commence June 30, 2014 and continue through June

- 30, 2015. The cost to the College for this Agreement will be \$2,448. This item was approved by Anne Cooper on May 16, 2014. Department—District Library
95. Agreement with **Ovid Technologies, Inc.** to provide the Nursing@Ovid Books subscription. The Agreement will commence June 30, 2014 and continue through June 30, 2015. The cost to the College for this Agreement will be \$7,361. This item was approved by Anne Cooper on May 16, 2014. Department—District Library
96. Agreement with **Ovid Technologies, Inc.** to provide Dentistry eBooks to support College programs. The Agreement will commence June 30, 2014 and continue through June 30, 2015. The cost to the College for this Agreement will be \$6,561. This item was approved by Anne Cooper on May 16, 2014. Department—District Library
97. Agreement with **Pinellas County School Board** whereby the College will become an authorized carrier of Pinellas County School students for those programs where the students participate in joint programs between SPC and the Pinellas County School Board. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College associated with entering into this Agreement. This item was approved by Doug Duncan on May 2, 2014. Department—Facilities Planning/Institutional Services
98. Agreement with **Pipo's The Original Cuban Café** that will allow Pipo's to continue to sell catered food to students and staff at the Health Education Center through May 8, 2015. There is no anticipated cost or revenue to the College associated with this Agreement. Pipo's will bring in prepared food items Monday through Thursday each week that will be available for purchase by students and staff from 10:30 am to 2:00 pm. This item was approved by Phil Nicotera on April 25, 2014. Department—Provost, HEC
99. Agreement with **Primal Pictures, Inc.** to continue the license for web access to Anatomy.TV for ten concurrent users. The course materials are used for Physical Therapist Assistant, Orthotics & Prosthetics and Chiropractic instruction. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement is \$8,800. This item was approved by Anne Cooper on May 21, 2014. Department—District Library
100. Agreement with **ResCare, Inc., a U.S. Department of Labor Job Corps Contractor**, to facilitate the transition of eligible Job Corps students to St. Petersburg College. The College will conduct awareness sessions including workshops on financial aid and scholarships; provide transition services such as academic and career advisement and placement testing; and provide verification of students' matriculation at the College. The Agreement will commence as soon as possible and continue through April 30, 2015. There is no cost to the College. This item was approved by Anne Cooper on May 16, 2014. Department—Academic & Student Affairs
101. Agreement with **Rittenhouse** to continue the subscription to R2 Digital Library for the period of one year. The cost to the College for this Agreement will be \$400. This item was approved by Anne Cooper on May 2, 2014. Department—District Library

102. Agreement with **Schindler Elevator Corporation** to extend the service warranty on the elevator located on the Clearwater Campus, Ethics & Social Science building. The warranty extension will be for three months through June 30, 2014. The cost to the College associated with this Agreement will be \$783. This item was approved by Doug Duncan on May 1, 2014. Department—Facilities Services
103. Agreement with **Seminole State College of Florida** whereby SPC will share certain software with Seminole State for non-commercial or educational purposes. The Agreement will commence as soon as possible and be ongoing unless terminated by either party. There is no cost to the College associated with entering into this Agreement. This item was approved by Doug Duncan on May 21, 2014. Department—Administrative Information Systems
104. Agreement with the **SESAC, Inc.** to continue the Music Licensing Performance Agreement for an additional year through June 30, 2015. The cost to the College to continue this Agreement for this period is estimated to be approximately \$3,000. This item was approved by Tonjua Williams on April 24, 2014. Department—Business Services, Accounting
105. Agreement with **SimplexGrinnell, LP** to provide fire alarm monitoring system monitoring services at various sites college-wide. The cost to the College for the foregoing will be a total of \$8,010. The Agreement will commence on July 1, 2014 and continue through June 30, 2015. This item was approved by Doug Duncan on April 11, 2014. Department—Facilities/In-House Construction
106. Agreement with **Southeastern Elevator Consulting, LLC** to provide a Vertical Transportation Maintenance Agreement for 2 Schindler elevators at the Clearwater Campus. The Agreement will commence as soon as possible and continue through June 30, 2014. The total cost to the College for this Agreement will be \$1,050. This item was approved by Doug Duncan on May 6, 2014. Department—Facilities Services
107. Affiliation Agreement with **Stetson University College of Law** that will allow law students from Stetson to obtain internship experience in a higher education setting by working in the General Counsel's Office. The Agreement commenced on June 5, 2014 and will continue for the period of one year; thereafter, the Agreement will automatically renew for one-year periods unless terminated by either party. There is no cost to the College. This item was approved by Suzanne Gardner on June 5, 2014. Department—General Counsel's Office
108. Agreement with **City of St. Petersburg** whereby the College's Collaborative Labs will provide meeting design, facilitation, documentation, illustration, logistical and technical support services for a Collaborative Lab engagement to be held on July 23, 2014. The cost to the College for this Agreement will be \$4,500. This item was approved by Anne Cooper on June 2, 2014. Department—Collaborative Labs
109. Agreement with **SurveyMonkey.com, LLC** to continue the subscription for the Zoomerang Online Research Tool used in the College's libraries. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the

College for the Agreement will be \$350. This item was approved by Anne Cooper on June 2, 2014. Department—District Library

110. Agreement with **Tampa Bay Times** (TBT) whereby TBT agrees to co-sponsor six events for the Institute of Strategic Policy Solutions during the fiscal year at a cost to the College of \$5,000. TBT will provide at least three promotional ads per event. The Institute will provide recognition of TBT's co-sponsorship in its marketing materials; opportunities for TBT staff to interview guest speakers; inclusion of TBT staff on panels as appropriate; and other in-kind benefits. The Agreement period is from July 1, 2014 through June 30, 2015. This item was approved by Anne Cooper on June 25, 2014. Department—Institute for Strategic Policy Solutions
111. Agreement with **Taylor Publishing Company d/b/a Balfour** to provide for the publication of the 2013-14 Yearbook for the St. Petersburg Collegiate High School. The cost to the College for the Agreement will be \$4,991. This item was approved by Anne Cooper on June 9, 2014. Department—Collegiate High School
112. Agreement with **Tutor.com, Inc.** to provide a license that will allow 200 hours of live, one-to-one customized tutoring services in English, Spanish, and Writing from Tutor.com. The Agreement will commence as soon as possible and continue through August 31, 2014. The cost to the College for this period will be \$4,800. This item was approved by Anne Cooper on May 23, 2014. Department—District Library
113. Agreement with **Unity Technologies** for a Unity Pro software license to develop online classes as part of the Florida TRADE grant. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. The cost to the College for this Agreement will be \$799. This item was approved by Anne Cooper on May 8, 2014. Department—FL TRADE, Natural Science
114. Agreement with the **University of South Florida** that will allow approximately 14 students in SPC's Tri Beta Club to participate in USF's Riverfront Park Ropes course on May 16, 2014. The course helps to build and/or enhance leadership skills, self-confidence, critical thinking, communication and teamwork. The cost to the College for this Agreement is anticipated to be \$420. This item was approved by Stan Vittetoe on April 29, 2014. Department—Student Activities
115. Agreement with the **University of South Florida** that will allow approximately 35 Summer of Success students to participate in USF's Riverfront Park Ropes course on June 20, 2014. The course helps to build and/or enhance leadership skills, self-confidence, critical thinking, communication and teamwork. The cost to the College for this Agreement is anticipated to be \$1,050. This item was approved by Stan Vittetoe on April 28, 2014. Department—Student Support Services
116. Agreement with the **University of South Florida** that will allow approximately 20 students in Summer of Success Program from the Seminole Campus to participate in USF's Riverfront Park Ropes course on June 20, 2014. The course helps to build and/or enhance leadership skills, self-confidence, critical thinking, communication and teamwork. The

cost to the College for this Agreement is anticipated to be \$600. This item was approved by Tonjua Williams on May 21, 2014. Department—Summer of Success

117. Agreement with **WEDU Corporation** whereby WEDU agrees to co-sponsor various Institute of for Strategic Policy Solutions (ISPS) events during the 2014-15 fiscal year at a cost to the College of \$3,000. WEDU will: 1) provide at least 10 air promotional spots per event for at least four events; 2) sign on as a Corporate Founding Member of Village Square with a regular membership; 3) list ISPS Village Square as a corporate sponsor in a Premier Magazine; 4) list ISPS Village Square as a corporate sponsor on WEDU.org; and 5) make opportunities available to cross promote ISPS Village Square/SPC through community outreach events. In addition to the College's cost, ISPS will provide WEDU with various forms of marketing assistance and recognition; video/audio of major events; guest speaker interview opportunities; and additional research for WEDU projects. The Agreement will commence July 1, 2014 and continue through June 30, 2015. This item was approved by Anne Cooper on May 23, 2014. Department—Institute for Strategic Policy Solutions

Pamela Smith, Legal Services Coordinator, prepared this Quarterly Informational Report on contract items not exceeding \$325,000.

Suzanne Gardner, General Counsel, recommends approval.

ps0805142

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Quarterly Informational Report of Exempt and Non-Exempt Purchases

This informational report includes purchases above Category 2 (currently \$35,000.) but not exceeding Category 5 (\$325,000.) as specified in Board of Trustee's Rule 6Hx23-5.12. These transactions during the preceding quarter have been approved by the President's designee and may be exempt from the bidding procedure pursuant to the State Board of Education Procurement Requirements 6A-14.0734.

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

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

The listing is by Purchase Order Number:

1. **P.O. #90487 – Hartman Integration Inc** – This is in the amount of **\$52,089.62** for audio/visual equipment and installation to make HEC-207 classroom a new interactive room that will be used by the University Partnership Center. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: "Information technology ..." **Recommended** by Catherine Kennedy, Associate Vice President, University Partnership Center, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.
2. **P.O. #91098 – Federal Express** – This is in the amount of **\$40,000.00** for express service for the period of 7/1/2014 to 6/30/2015. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: "Contract pricing ..." **Recommended** by Jim Waechter, Associate Vice President, Facilities and Planning and Institutional Services, and approved by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology.
3. **P.O. #91285 – Vology Inc** – This is in the amount of **\$43,905.00** for an upgrade to 65% of the Cisco equipment used in rooms 2-243 & 2-433 and replaces equipment that is more than two generations out of date from the recommended Cisco standards.

Authority: SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information technology ...”
Recommended by Sharon Setterlind, Dean, College of Computer and Information Technology, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

4. **P.O. #91321 – Barnes and Noble College Booksellers LLC** – This is in the amount of **\$128,000.00** for SPCHS students books and supplies as needed for the period of 7/1/14 to 6/30/15. **This grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption B: “Educational tests ...” **Recommended** by Catherine Kennedy, Associate Vice President, University Partnership Center, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

5. **P.O. #91323 – Assessment Technologies Institute** – This is in the amount of **\$126,000.00** for textbooks, dvds, and assessment and review for the College of Nursing for the period of 7/1/2014 to 6/30/2015. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption B: “Educational tests ...” **Recommended** by Susan Baker, Dean, College of Nursing, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

6. **P.O. #91324 – Gem Supply** – This is in the amount of **\$72,575.00** for janitorial products as needed college wide for the period of 7/1/14-6/30/15, per SPC Bid #07-12-13. **Authority:** SBE & BOT Rule 6Hx23-5.12, **Recommended** by Jim Waechter, Associate Vice President, Facilities and Planning and Institutional Services, and approved by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology.

7. **P.O. #91453 – Coutts Information Services** – This is in the amount of **\$110,000.00** to purchase books for the two year program as needed for the period of 7/1/2014 to 6/30/2015. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption C: “Library books ...” **Recommended** by Joseph Leopold, Director, Learning Resources, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

8. **P.O. #91498 – NALCO Company** – This is in the amount of **\$85,417.44** for water treatment college wide, per Pinellas County School Board Bid #12-962-100. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Contract pricing ...” **Recommended** by Jim Waechter, Associate Vice President, Facilities and Planning and Institutional Services, and approved by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology.

9. **P.O. #91513 – Gatlin Education Services** – This is in the amount of **\$36,500.00** for online registrations for computer non-credit. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption B: “Educational tests ...” **Recommended** by Jim Connolly, Director Corporate Training, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

10. **P.O. #91517 – Josephson, Dwayne Scott** – This is in the amount of **\$40,000.00** for instructional services and consultation for both public and corporate contract classes for the period of 7/1/2014 to 6/30/2015. **Authority:** SBE & BOT Rule 6Hx23-5.12,

Exemption G: “Professional services ...” **Recommended** by Jim Connolly, Director Corporate Training, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

11. P.O. #91598 – Stanley Convergent Security Solutions – This is in the amount of **\$44,837.16** for college wide installation, monitoring, and maintenance of security services. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption I: “Single source ...” **Recommended** by Jim Waechter, Associate Vice President, Facilities and Planning and Institutional Services, and approved by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology.

12. P.O. #91614 – City of Seminole – This is in the amount of **\$53,644.80** for staffing of the city of Seminole library for the period of 7/1/2014 to 6/30/2015. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional services ...” **Recommended** by Joseph Leopold, Director, Learning Resources, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

13. P.O. #91750 – Prolifics Application Services Inc – This is in the amount of **\$92,344.00** to provide services and assistance for application lead of new project development in PeopleSoft. **Authority:** SBE & BOT Rule 6Hx23-5.12., Exemption H: “Information technology ...” **Recommended** by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology., and approved by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology.

Change orders listed in numeric order:

- 1. P.O. #82606 – McKeon, Nancy I:** This change order is in the amount of **\$49,000.00** increase (new total is \$182,000.00). To provide continuation of consultation and professional services at the law enforcement executive sessions. **This is grant funded.** **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional services...” **Recommended** by James Brock, Campus Executive Officer, AC, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.
- 2. P.O. #85945 – DPW Training & Associates LLC:** This change order is in the amount of **\$55,000.00** increase (new total is \$355,700.00). For additional work requested for development and delivery of computer based training for National Guard military personnel. **This is grant funded.** **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional services...” **Recommended** by James Brock, Campus Executive Officer, AC, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.
- 3. P.O. #87867 – Coutts Information Services:** This change order is in the amount of **\$20,000.00** increase (new total is \$110,763.92). For books and items for two year program as needed from June 30, 2013 – July 1, 2014. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption C: “Library books...” **Recommended** by Joseph Leopold,

Director, Learning Resources, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

4. **P.O. #87929 – Universal Protection Service LLC:** This change order is in the amount of **\$10,000.00** increase (new total is \$107,000.00). To provide security officer services for the period of 7/1/13-6/30/14 college wide. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Contract pricing...” State term contract 991-380-10-1. **Recommended** by Jim Waechter, Associate Vice President, Facilities Planning & Institutional Services, and approved by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology.

5. **P.O. #87976 – EQ Florida:** This change order is in the amount of **\$7,500.00** increase (new total is \$83,050.00). For college wide hazardous waste services. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Contract pricing...” **Recommended** by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology, and approved by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology.

6. **P.O. #88003 – Josephson, Dwayne Scott:** This change order is in the amount of **\$20,000.00** increase (new total is \$60,000.00). For instructional services, instruction of classes, both public and contracted corporate training as scheduled. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional services...” **Recommended** by James Connolly, Director of Corporate Training, Corporate Training Services, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

7. **P.O. #88317 – Major Cities Chiefs Association:** This change order is in the amount of **\$25,380** increase (new total is \$43,146.00). To provide continuation of consultation and professional services at the law enforcement executive sessions. **This is grant funded.** **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional services...” **Recommended** by James Brock, Campus Executive Officer, AC, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

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

N/A

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

All non-exempt purchases exceeding the Category Two threshold amount [\$35,000] as specified in Section 287.017, Florida Statutes, require a formal sealed competitive solicitation requested from at least three responsible vendors, when possible. In addition, competitive solicitation awards exceeding the Category Five threshold amount [\$325,000] as specified in Section 287.017, Florida Statutes, must be approved by the Board of Trustees. Whenever two or more such solicitations, which are equal with respect to price, quality, and service, are received for the procurement of commodities or services, a solicitation response received from a business that certifies it has implemented a drug-free workplace program as specified in Section 287.087, Florida Statutes, shall be given preference in the award process. In the event it is desired to competitively solicit

commodities or services that are included in the exempt from competitive solicitation category, the competitive solicitation must originate through Purchasing.

The following are exceptions to competitive solicitations:

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

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

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

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

E. Food.

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

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

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

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

J. Emergency purchases not in excess of the Category Two threshold [\$35,000] as specified in Section 287.017, Florida Statutes as provided for in P6Hx23-5.123.

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


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

PAS072814

August 19, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Board of Trustees' Rules

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

6Hx23-2.37 Sabbatical Leave The proposed changes will update the Rule to reflect institutional changes to the Sabbatical Leave policy and program, and shift procedural portions to a College Procedure. *Submitted by Patty Jones*

6Hx23-5.04 Receipts, Deposits, and Disbursements The proposed changes will update the Rule to reflect necessary changes regarding electronic fund transactions to comport with state law. Submitted by *Doug Duncan*.

Suzanne L. Gardner, General Counsel, recommends approval.

slg08011145

Attachments

6Hx23-2.37 SABBATICAL LEAVE

The College may grant sabbatical leave to eligible faculty members for the purpose of enhancing professional development, as well as faculty contribution to the college and academic community. The Board of Trustees authorizes the President, or his or her designee, to establish process and procedures related to the granting of sabbatical leave.

- I. ~~Sabbatical leave, not to exceed three (3) academic consecutive terms, may be granted to full-time faculty who meet the following minimum qualifications:~~
 - A. ~~The employee has been employed full time for seven (7) consecutive years at St. Petersburg College.~~
 - B. ~~Suitable arrangements can be made for filling the position during the period of the leave.~~
 - C. ~~A planned program must be submitted to and approved by the President. The program should be for work related to person's primary job functions, or evidence that the proposed leave will add to the employee's effectiveness in such a manner that the benefits derived may reasonably be of value to the College.~~
 - D. ~~The employee must agree in writing to return to the College for not less than one (1) academic year following such leave. Should the employee fail to return after the leave, the employee's salary paid during the sabbatical shall be refunded to the College.~~
- II. ~~The compensation for the duration of the approved leave will be one-half the base salary which would have been earned during the period of the leave.~~
- III. ~~Sabbatical leave shall count toward service on the salary schedule. Sick leave and vacation leave benefits do not accrue during sabbatical leave but the College will maintain its share of other College benefits.~~
- IV. ~~A College employee serving on a sabbatical leave must file a written report with the President each academic term, or more frequently if requested, stating the progress toward the approved program. If the report indicates unsatisfactory progress, the leave may be terminated at any time.~~

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

Law Implemented: 1001.64 (18), 1012.855, F.S.

History: Formerly - 6Hx23-6-7.11; Readopted - 10/25/77; Amended - 7/15/71, 10/16/80, 9/17/81; Filed and effective - 9/17/81; 3/17/09. Filed - 3/17/09. Effective - 3/17/09; 8/19/14. To Be Filed – 8/19/14. Proposed Date To Become Effective – 8/19/14.
6Hx23-5.04 RECEIPTS, DEPOSITS, AND DISBURSEMENTS

- I. The Board of Trustees authorizes and directs the President or designee the authority to facilitate the receipt, deposit and expenditure of all funds into or from the appropriate accounts, including electronic funds transfers (EFTs)
- II. The College bank depository shall be in the name of the Board of Trustees of St. Petersburg College and shall be approved by the Board of Trustees.
- III. All money drawn from a depository shall be on a numerically controlled check signed by two persons who are authorized by the Board and bonded.
- IV. The Board may authorize by electronic or other medium, as provided in Florida Statue, the receipt or transfer of public funds to, from, or within its established bank accounts for purposes of investment, direct deposit, pay expenses, expenditures, or other disbursements provided that adequate internal control measures are established and maintained.
- V. The Board authorizes and directs the President or designee to establish procedures related to EFTs that are in accordance with the provisions of chapters 215 and 668, Florida Statutes.

Specific Authority: 1001.64(2) & (4), F.S.
Law Implemented: 215.85, Chapter 668, 1001.64 (44), F.S.; Rule 6A-14.075, F.A.C.

History: Formerly 6Hx23-5-2.03; Readopted 10/25/77; Amended 1/24/78, 12/18/80, 11/30/81, 6/17/82; Filed and effective 6/17/82; 9/23/93. Filed - 9/23/93. Effective - 9/23/93; 6/27/94. Filed - 6/27/94. Effective - 6/27/94; 4/17/12. Filed – 4/17/12. Effective – 4/17/12; 8/19/14. To Be Filed – 8/19/14. Proposed Date To Become Effective – 8/19/14.