

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
APRIL 19, 2016

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

- A. Recognitions/Announcements
 - 1. Bridgette Bello – Trustee Emeritus
 - 2. Ride 2 Recovery – Dr. Stan Vittetoe, Provost
 - 3. Minson Rubin – African American Art Donation – Dr. Kevin Gordon, Provost
 - 4. Introduce New HEC Provost
 - 5. Introduce New Dean of Communications
 - 6. Outstanding Delegation Award Recipient – SPC Model United Nations – Mr. Roy Slater, Faculty
- B. Presentation of Retirement Resolutions and Motion for Adoption
 - 1. Susan Peirson (*Attending*)
 - 2. Jeanette Siladie (*Attending*)
 - 3. Harry Coyle (*Attending*)
 - 4. Martha Campbell (*Attending*)
 - 5. Dennis Dougherty (*Not Attending*)
 - 6. Jacqueline Marn (*Not Attending*)
 - 7. Polly Nielsen (*Not Attending*)
 - 8. Maria Silva (*Not Attending*)

III. COMMENTS

- A. Board Chair
- B. Board Members
- C. President
- D. Public Comment pursuant to §286.0105 FS

IV. REVIEW AND APPROVAL OF MINUTES

Board of Trustees' Meeting of March 15, 2016 (*Action*)

V. MONTHLY REPORTS

- A. Board Attorney
- B. General Counsel

VI. STRATEGIC FOCUS AND PLANNING

A. STUDENT SUCCESS AND ACHIEVEMENT

- 1. FUSE Articulation Program – Dr. Jesse Coraggio, Vice President, Institutional Effectiveness and Academic Services, Dr. Paul Dosal, USF Vice Provost for Student Success, Ms. Holly Kickliter, USFSP Director, Enrollment & Marketing Services (*Presentation*)

B. BUDGET AND FINANCE

- 1. Monthly Financial Report – Ms. Janette Hunt, Acting Budget and Compliance Director (*Presentation*)
- 2. Budget Update – Ms. Janette Hunt, Dr. Doug Duncan, Senior Vice President Administrative/Business Services and Information Technology, (*Presentation*)
- 3. Funding Priorities and New/Revised Initiatives, Ms. Janette Hunt, Dr. Doug Duncan (*Presentation*)

C. ADMINISTRATIVE MATTERS

- 1. Human Resources
 - a. Personnel Report (*Action*)
 - b. New Faculty Cohort Demographics/Recommendations 2016-2017 – Dr. Anne Copper, Senior Vice President, Instruction and Academic Programs (*Presentation/Action*)
 - c. Executive/Administrative/Managerial and Professional Annual Contract Recommendations (*Action*)

D. ACADEMIC MATTERS

1. Quality Enhancement Plan Topic - Ms. Heather Roberson, Academic Director, Center of Excellence for Teaching and Learning, Ms. Sabrina Crawford, Executive Director, Institutional Research and Effectiveness, Dr. Jennifer Haber, Professor, Communications (*Presentation*)

VII. CONSENT AGENDA

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

B. NEW BUSINESS

1. Equity Report (*Action*)
2. Work Pinellas, Inc. d/b/a Career Source Pinellas – Training Agent Agreement (*Action*)
3. GRANTS/RESTRICTED FUNDS CONTRACTS
 - a. Florida Department of Health - EMS Matching Grant (1) (*Action*)
 - b. Florida Department of Health - EMS Matching Grant (2) (*Action*)
 - c. Achieving the Dream – Financial Empowerment (*Action*)
 - d. U.S. Department of Labor – H-1B TechHire Partnerships (*Action*)
 - e. Florida Department of Education - Domestic Security (1) (*Action*)
 - f. U.S. Department of Justice – Internet Crisis Against Children Task Force National Training Program – Officer Awareness (*Action*)
 - g. U.S. Department of State – Model Precinct/ Smart Policing Training Project in El Salvador (*Action*)

C. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000 – NONE

D. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION - NONE

VIII. INFORMATIONAL REPORTS

- A. Quarterly Informational Report of Exempt and Non-Exempt Purchases (*Information*)
- B. Quarterly Report of Contract Items (*Information*)
- C. Removal of Certain Assets from Property Inventory (*Information*)

IX. PUBLIC ACCESS/UNAGENDAED ITEMS

X. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing - NONE

XI. PRESIDENT’S REPORT

XII. NEXT MEETING DATE AND SITE

May 17, 2016 Tarpon Springs Campus, FA 132

XIII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting April 19, 2016, 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: April 8, 2016

Confirmation of Publication

[Notice of meeting](#)

Ride 2 Recovery



SAMPLES OF THE MINSON RUBIN COLLECTION

ST. PETERSBURG COLLEGE DOUGLAS L. JAMERSON MIDTOWN CENTER



Swim Team at Jennie Hall Pool

Built in 1954, this was the city's only pool for African Americans during segregation. Jennie L. Hall, a white retiree from the Midwest, donated \$25,000 to build the pool so black residents would have a place to swim. They were not allowed at whites-only pools or beaches. In 1954, the Ambassadors Club honored Ms. Hall for her gift. In 2011, the City of St. Petersburg made the Jennie Hall Pool, located on 28th Street South, a historic landmark.

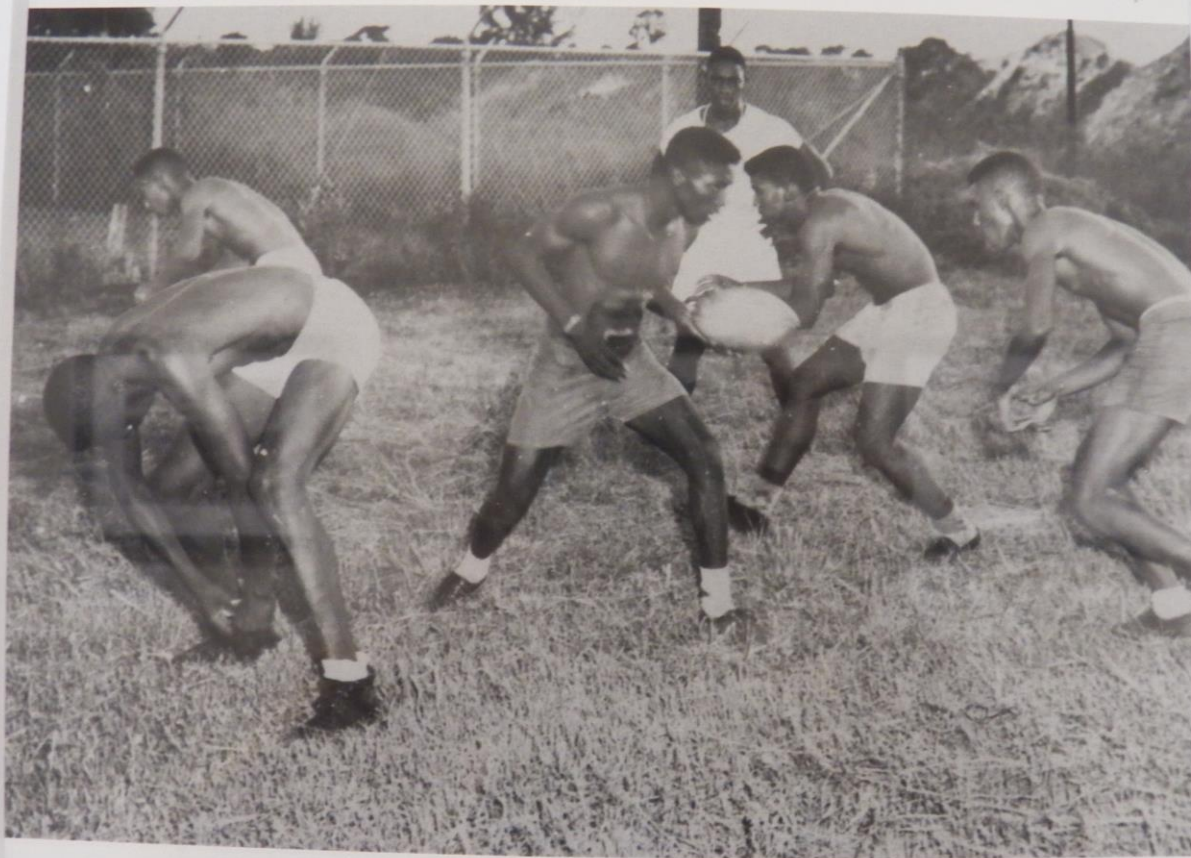
Photo courtesy of Minson R. Rubin

Spa Beach Desegregated, 1958

On June 5, 1958, a group of eight black students went for a swim at the whites-only Spa Beach in St. Petersburg. They were among the first to exercise a legal right granted them by the U.S. Supreme Court. In 1957, six African Americans—Fred Alsup, Ralph Wimbish, Willet Williams, Naomi Williams, Chester James Jr. and Harold Davis—successfully sued to end segregation at St. Petersburg's downtown pools and beaches.

Photo courtesy of the Tampa Bay Times





Gibbs Gladiators football practice, 1940s

During segregation, black high schools such as Gibbs played in a league separate from the all-white Florida High School Athletic Association. Its football team had to travel as far as Jacksonville to play against other African American schools. The players stayed in opponents' homes. Without a home field, the Gladiators played at Campbell Park, known as the "dust bowl." Gibbs won its first football state championship in 1956, and soon gained a reputation as an athletic powerhouse.

Photo courtesy of Minson R. Rubin

Children's May Day Celebration

May Day festivities, which originated centuries ago in Europe, became an important tradition for African Americans in Florida. During segregation, third graders at Davis and Jordan Elementary Schools learned the Maypole dance and performed the "plaiting of the maypole," ceremonies that celebrated independence and welcomed spring. The community came together at Campbell Park to watch them perform.

Photo courtesy of Minson R. Rubin





Davis Academy Students, 1940s

Built in 1910, Davis Academy (later renamed Davis Elementary) was St. Petersburg's first school for African Americans. At that time, the school term for black students was only six months, compared to nine months for whites. Black students could not progress beyond eighth grade, and their education included manual and domestic training, such as sewing, laundering, basket weaving and cooking.

Photo courtesy of Minson R. Rubin

Dr. Eric Carver Named HEC Provost



We are pleased to announce that Dr. Eric Carver has been selected as the Provost of the Caruth Health Education Center!

Dr. Eric Carver has served in various roles at St. Petersburg College to include the Interim Provost at the Caruth Health Education Center, Director (formerly Lead Faculty Associate) for the Center of Excellence for Teaching and Learning (CETL), and continuing contract faculty in the Health Information Technology department. He has also served as an adjunct for the Applied Ethics Department. Prior to his academic and administrative roles, Dr. Carver supported and managed grant projects that exceeded \$3 million in federal and state funding for various programs within the Caruth Health Education Center.

Before joining SPC, Dr. Carver worked as a Financial Aid and Veteran Services advisor at the University of South Florida St. Petersburg. In addition, his health administration experience also includes current service as a U.S. Air Force Reserve officer for the 920th Rescue Wing at Patrick Air Force Base, FL. He serves on several community boards including the Institutional Review Board for Baycare, Pinellas County Emergency Medical Services Advisory Committee, and Leadership Pinellas.

Dr. Carver holds a doctoral degree in Health Sciences from Nova Southeastern and graduate degrees in both Public Administration and Bioethics & Medical Humanities. Additional graduate work includes certificates in Health Leadership & Management as well as Health Informatics. Other certifications include EMT, Practical Nursing, and Six Sigma Black Belt.

Please join me in congratulating Dr. Eric Carver!

SPC Model United Nations

Outstanding Delegation Award



April 19, 2016

Page 1

SPC Model United Nations Team

- Juliana Cherinka
- Lewis Morgan
- Kayla Li
- Christopher Duggan
- Dragana Mitric
- Alexis Deveaux
- Lindsey Velde
- Carl Bauer
- Stephanie Carvalho Coelho
- Rebekka Sauer
- Alliyah Edwards
- Martha Kamara
- Maria Falcon
- Sane Haidara
- Carlos Ortega-Perez
- Joshua Clepper

FUSE Articulation Program

*Board of Trustees Meeting
April 19, 2016*



Paul Dosal, Ph.D.

Vice Provost for Student Success

University of South Florida

Holly Kickliter

Director, Enrollment & Marketing Services

University of South Florida – St. Petersburg

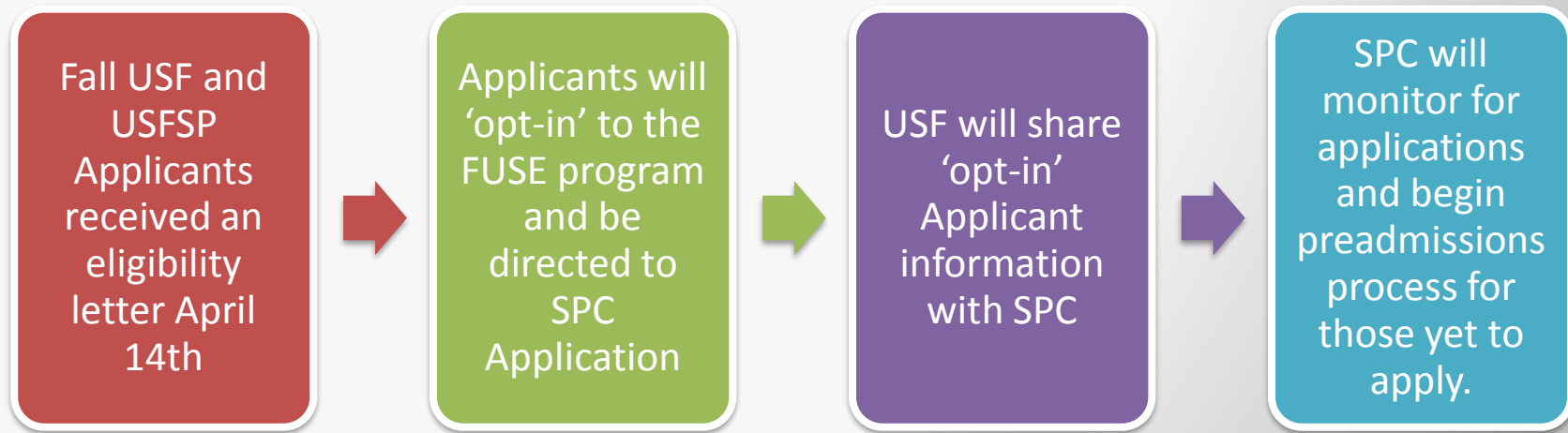
USF Co-Presenters



- Designed to promote timely degree completion for students transferring from local FCS institutions to USF System institutions to earn their Bachelor's degree.
- Students will be guaranteed admission to a USF System institution provided they earn their Associate of Arts degree within 3-4 years with a minimum grade point average of 2.0.

FUSE Program





Summer Pilot



March 7, 2016

<<FNAME>> <<LNAME>>
<<Address1>>
<<City>>

Dear FNAME,
I am happy to inform you that you are among a select group of students receiving an invitation to participate in the FUSE program. FUSE is a pathway program that will provide you with the necessary academic plan to earn your Associate of Arts degree from St. Petersburg College, and then transition into USF St. Petersburg to complete your baccalaureate degree.

While we are unable to offer you admission to USF St. Petersburg at this time, we would like to congratulate you on this exciting opportunity to benefit from this new program. Following the completion of the below requirements, you will be guaranteed a seat in the transfer class as a junior.

As a FUSE student you will benefit from the strengths of two public Florida institutions standing together to provide you with a high-quality undergraduate education. In addition to academic support and advising from SPC, our Academic Advisors will be there to guide you through the transition.

Upon your entrance into the FUSE program, you will:

1. Maintain an active continuous enrollment status with good academic, disciplinary and legal standing at the college.
2. Complete your FUSE advisor to complete your FUSE designated plan of study and the intended major at USFSP.
3. Maintain a cumulative GPA of 2.0 or obtain the required GPA for your intended major.



USE ACCEPTANCE FORM

The FUSE Program guarantees you future admission to University of South Florida St. Petersburg once you earn your Associate of Arts degree from St. Petersburg College in the next three years.

USF St. Petersburg
Undergraduate Admissions
140 7th Avenue S. BAY 117
St. Petersburg, FL 33701
fax: 727-873-4525

I accept our offer to join FUSE:

1. Fax this form to USFSP and initial the following statements. Or, mail this form postmarked within two weeks of the date indicated on your offer letter. Please keep a copy for your records.
2. Apply to St. Petersburg College at spcollege.edu/apply.

- I wish to join the FUSE Program with SPC and USFSP, and agree with the following statements:
- o I understand that I must apply to SPC and USFSP, and agree with the following statements: three years to fulfill the FUSE requirements.
 - o I agree to the release of any secondary or postsecondary transcripts and related credentials, including standardized test scores, to SPC. Additionally, I authorize SPC to contact any secondary and postsecondary institution that I have attended for the purposes of confirming any secondary and postsecondary transcripts and related credentials needed to complete my application and discussing any subsequent academic requirements.
 - o I understand that admission to USFSP Limited Admission Program (LAP) requires a minimum transfer GPA of 2.0. I understand that admission to USFSP Limited Admission Program (LAP) requires a minimum transfer GPA of 2.0.

Dear John Smith,

I am happy to inform you that you are among a select group of students receiving an invitation to participate in the FUSE program. FUSE is a pathway program that will provide you with the necessary academic plan to earn your Associate of Arts degree from St. Petersburg College, and then transition into USF St. Petersburg to complete your baccalaureate degree.

Communications





YOUR FUTURE IS COMING TOGETHER AND IT LOOKS GREEN AND GOLD

Specially selected students can be a Bull from the get-go, thanks to FUSE – a partnership between St. Petersburg College and the USF System. Start by earning your associate degree from SPC while getting many of the perks of being at USF St. Petersburg or USF Tampa, from access to campus events to specialized advising. When it's time for your bachelor degree, FUSE guarantees you'll be admitted to your planned USF institution.

The FUSE Program is designed to promote your timely Bachelor's degree completion once you have earned an Associate of Arts degree from a participating regional Florida College System institution.

Students offered a place in the program will be guaranteed admission to USFSP or USF Tampa provided that they earn their Associate of Arts degree within 3-4 years, three years preferred, with a minimum grade point average of 2.0.

USF ST. PETERSBURG >>

USF TAMPA >>



Undergraduate Admissions
Academics

For More Information
Speak to any of our USFSP Advisors at the
USFSP Academic Advising Office

For General Transfer Inquiries
E-mail us at admissions@usfsp.edu

Website <http://www.usfsp.edu/FUSE>



BENEFITS TO SELECTED STUDENTS

- Selected students will initially enroll at one of the participating FCS institutions, such as St. Petersburg College and will be academically advised onto an academic pathway leading to timely completion of their baccalaureate degree at USF St. Petersburg
- One-on-one, group and remote academic advising to ensure that all FUSE students are on the appropriate degree path and meeting all program requirements
- Students will be placed into degree-applicable courses and reduce the risk of accumulating extra student credit hours
- Greater integration with USF St. Petersburg *before* students transfer
- Sense of belonging to both the college and university communities

USFSP ACADEMIC PROGRAMS

- [Anthropology \(.pdf\)](#)
- [Biology \(.pdf\)](#)
- [Finance \(.pdf\)](#)
- [Information Systems Management \(.pdf\)](#)
- [Marketing \(.pdf\)](#)
- [Political Science \(.pdf\)](#)
- [Psychology \(.pdf\)](#)

IF YOU WERE OFFERED A SPOT IN THE FUSE PROGRAM

In order to enter the FUSE Program, please

I HAVE MY ASSOCIATE'S DEGREE

If you have earned your Associate's Degree from St. Petersburg College and are ready to move into

FOR MORE INFORMATION

Speak to any of our Admissions Counselors at the [Office of Undergraduate Admissions](#).

Website



Intended Program of Study - B.S. Information Systems Management

- Limited Access - **Yes** (2.5 GPA and Pre-Requisite completion)
- College Application Required - **Yes** (ustfsp.edu/academic-advising) see forms at the bottom of the page.
*Please note that any college requiring an application will need to be submitted following admission to the University.

- Tests Required - **None**
- College Foreign Language Exit Required - **No**

Please Note: This track is based on the assumption that the Florida Foreign Language Entrance Requirement (2 years of a sequential foreign language in high school) has been met.

PRE-REQUISITE COURSES

(Common State pre-requisites) (C- or higher in all courses)

USFSP Courses	SPC Course Equivalencies
ACG 2021	ACG 2021
ACG 2071	ACG 2071
CGS 2100	CGS 1100
ECO 2013	ECO 2013
ECO 2023	ECO 2023
MAC 2233*	MAC 2233
STA 2023	STA 2023

*MAC 1105 is required before taking MAC 2233

Start - St. Petersburg College

The following course sequence is a suggested semester by semester plan for completion of requirements of the A.A. and pre-requisite courses. A unique plan developed in consultation with an advisor at both SPC and USFSP may differ depending on student circumstances.

YEAR 1 - SPC

FALL

ENC 1101 (GE Communication)	3
MAT 1033	3
ECO 2023	3
BSC 1005 w/lab GE Natural Science	4
HUM 1020 (GE Humanities)	3
TOTAL: 16	

SPRING

ENC 1102 (GE Communication)	3
MAC 1105 (GE Mathematics)	3
ECO 2013 (GE Social Science)	3
HUM 2270 (GE Humanities)	3
EVR 1328 (GE Natural Science)	3
TOTAL: 15	

YEAR 2 - SPC

FALL

PHI 1600	3
MAC 2233	3
CGS 1100	3
ACG 2021	3
POS 2041 (GE Social Science)	3
TOTAL: 15	

SPRING

SPC 1608	3
CGS 1515	3
ACG 2071	3
ISM 3011	3
STA 2023 (GE Mathematics)	3
TOTAL: 15	

Graduate with A.A. from SPC

USFSP Application should be submitted by early spring of year 2 (or spring of year leading into intended transfer) to ensure timely

USFSP Courses

YEAR 3 FALL USFSP

QMB 3200 Business & Economic Statistics II	3
ISM 3232 Business Application Development	3
ISM 3113 Systems Analysis & Design	3
MAR 3023 Basic Marketing	3
MAN 3025 Principles of Management	3
TOTAL: 15	

YEAR 3 SPRING USFSP

ISM 4212 Database Design and Administration	3
ISM 4220 Business Data Communications	3
XXX XXXX Exit Literature & Writing Course	3
BUL 3320 Law & Business I	3
FIN 3403 Principles of Finance	3
TOTAL: 15	

YEAR 4 FALL USFSP

ISM 4382 Global Information Systems	3
ISM XXXX ISM Major Elective	3
XXX XXXX Elective Course Toward 120 Hours	3
XXX XXXX Exit Major Works/Major Issues Course	3
ENC 3250 Professional Writing	3
TOTAL: 15	

YEAR 4 SPRING USFSP

GEB 4890 Strategic Management & Decision Making	3
XXX XXXX Elective Course Toward 120 Hours	3
ISM 4300 Managing Information Resources	3
XXX XXXX Elective Course Toward 120 Hours	2 - 3
ISM XXXX ISM Major Elective	3
TOTAL: 14 - 15	

Program Brochures



USF Tampa Programs	USF ST. Petersburg Programs
Accounting	Anthropology
Art History	Biology
Biomedical Sciences	Finance
Biology (Five Programs)	Information System Management
Communications Sciences and Disorders	Marketing
Criminology	Political Science
Finance	Psychology
Marketing	
Studio Art (BA and BFA)	

Pilot Programs

- Students will be placed on an academic pathway leading to timely completion of a USF baccalaureate degree
- Students will receive one-on-one, group and remote academic advising to ensure they are on the appropriate path and meeting program requirements
- Students will receive support services from FCS institutions and the USF System institutions

Student Support

- Sense of belonging to both the college and university communities
- Greater integration with USF System institutions *before* students transfer
- Reduced risk of accumulating extra student credit hours, which can lead to a surcharge

Benefits to Students

- Expand the FUSE Program in terms of programs and participants
- Creating a USF/FUSE focus in SPC advising areas
- Development and enhancement of degree mapping tools
- Use of predictive analytics and business intelligence tools to enhance advising and student support services
- Possible expansion to SPC's Fall entering FTIC students

Next Steps



Questions?





St. Petersburg College
Board of Trustees
Monthly Financial Report

Janette Hunt
April 19, 2016

Revenue Focus

ST. PETERSBURG COLLEGE

FY15-16 OPERATING BUDGET TO ACTUAL REPORTING: July 1 - Mar 31

Revenue	FY15-16 Budget	FY15-16 Actual	% YTD Actual to Total Budget	% Tracking to YTD Budget
Student Tuition & Out-of-State Fees	\$ 56,498,805	\$ 52,352,171	93%	
State Appropriation - CCPF	\$ 54,863,174	\$ 41,292,036	75%	
State Appropriation - Lottery	\$ 14,934,524	\$ 5,973,810	40%	
Performance Funding	\$ 1,202,209	\$ 886,629	74%	
Operating Cost for New Facilities	\$ 172,604	\$ -	0%	
Learning Support Access Fee	\$ 1,831,810	\$ 1,601,928	87%	
Distance Learning Fee	\$ 3,752,441	\$ 3,496,680	93%	
Technology Fee	\$ 2,815,337	\$ 2,532,801	90%	
Lab Revenue Fees	\$ 1,714,401	\$ 1,770,998	103%	
Industry Certifications	\$ 150,000	\$ -	0%	
Other Revenues	\$ 5,397,200	\$ 3,286,337	61%	
Other Student Fees	\$ 1,622,007	\$ 819,377	51%	
Fund Transfers In	\$ 3,568,839	\$ 574,153	16%	
Revenue Stabilization Reserve	\$ 2,173,009	\$ -	0%	
One-Time Non-Recurring Funds	\$ 2,291,443	\$ -	0%	
Total Revenues - Fund 1x	\$ 152,987,803	\$ 114,586,920	75%	76%

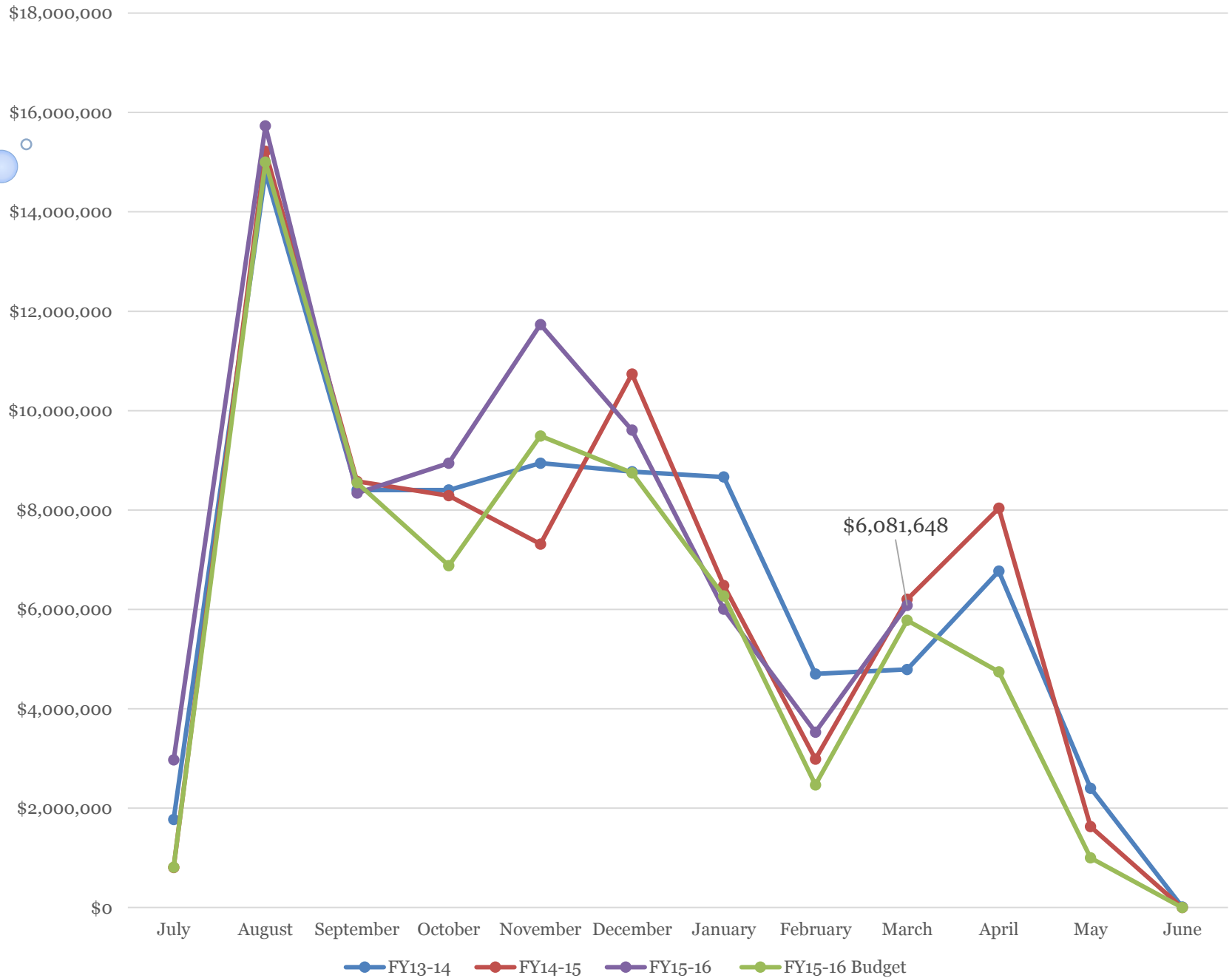
Expense Focus

ST. PETERSBURG COLLEGE

FY15-16 OPERATING BUDGET TO ACTUAL REPORTING: July 1 - Mar 31

Operating Costs			<u>% YTD Actual to Total Budget</u>	<u>% Tracking to YTD Budget</u>
	<u>FY15-16 Budget</u>	<u>FY15-16 Actual</u>		
Personnel & Benefits				
Total Personnel & Benefits	\$ 118,154,416	\$ 86,896,345	74%	74%
Current Expense				
Total Current Expense	\$ 31,771,510	\$ 19,859,246	63%	65%
Capital Spending				
Total Capital Spending	\$ 3,347,196	\$ 1,749,680	52.3%	91%
Total Operating Costs - Fund 1x	\$ 153,273,122	\$ 108,505,271	71%	72%
Total Remaining Funds (Surplus/Deficit)	\$ (285,320)	\$ 6,081,648		

Operating Budget Fund Balance Trends





St. Petersburg College
Board of Trustees
FY16/17
Budget Update

April 19, 2016

FY16-17 Auxiliary Budget

Revenues:

Bookstore Commissions	\$ 1,989,230
Bookstore Textbook Credit Contribution	\$ 500,000
Food Services/Vending Commissions	\$ 150,000
Residual Financial Aid Funds	\$ 283,000
Royalties-Ethics Textbook	\$ 60,000
Royalties-Excess Bandwidth	\$ 385,036
Pay For Print Sales	\$ 94,232
Seminole Library Rentals	\$ 3,000
Tower Lease	\$ 55,496
Interest	\$ 50,885

Total Revenues

\$ 3,570,879

Expenses:

Auxiliary Services Administrative Costs	\$ 185,225
Computer & Equipment Leases	\$ 86,085
Materials, supplies, misc. services	\$ 25,138
Total Expenses	<u>\$ 296,448</u>

Transfers Out to Other Funds:

Operating Budget Fund	\$ 1,987,000
Scholarships	\$ 213,000
Textbook Bookstore Credits	\$ 900,000
Total Transfers Out to Other Funds	<u>\$ 3,100,000</u>

Total Expenses & Transfers

\$ 3,396,448

Excess of Revenues Over Expenses & Transfers

\$ 174,431

2016-17 Auxiliary Budget

\$2.9M Revenue to Transfer

\$900K Student Textbook Credits

\$230K Student Assistants

\$114K Senior Citizen Waivers

\$1.43M Academic and Institutional
Program Support

\$20K Provost Discretionary Expense

\$152K Community Relations Expense

\$0 Balance

SPC

2016-17 Capital Outlay (Construction, Remodel, Renovation & Equipment)

\$37.9M Funding Available (\$10.1M is Recurring Capital Improvement Fees)

\$2.7M Construction Bond Payments

\$23.8M Major Construction Projects (SPG \$1M)

\$4.3M Deferred Maintenance/Infrastructure

\$1.7M Campus Project Remodel & Misc.
Expense

\$1.4M Discretionary Major Equipment and
Renovation/Remodel

\$1.1M Internal Construction Personnel

\$2.6M Balance for Contingency

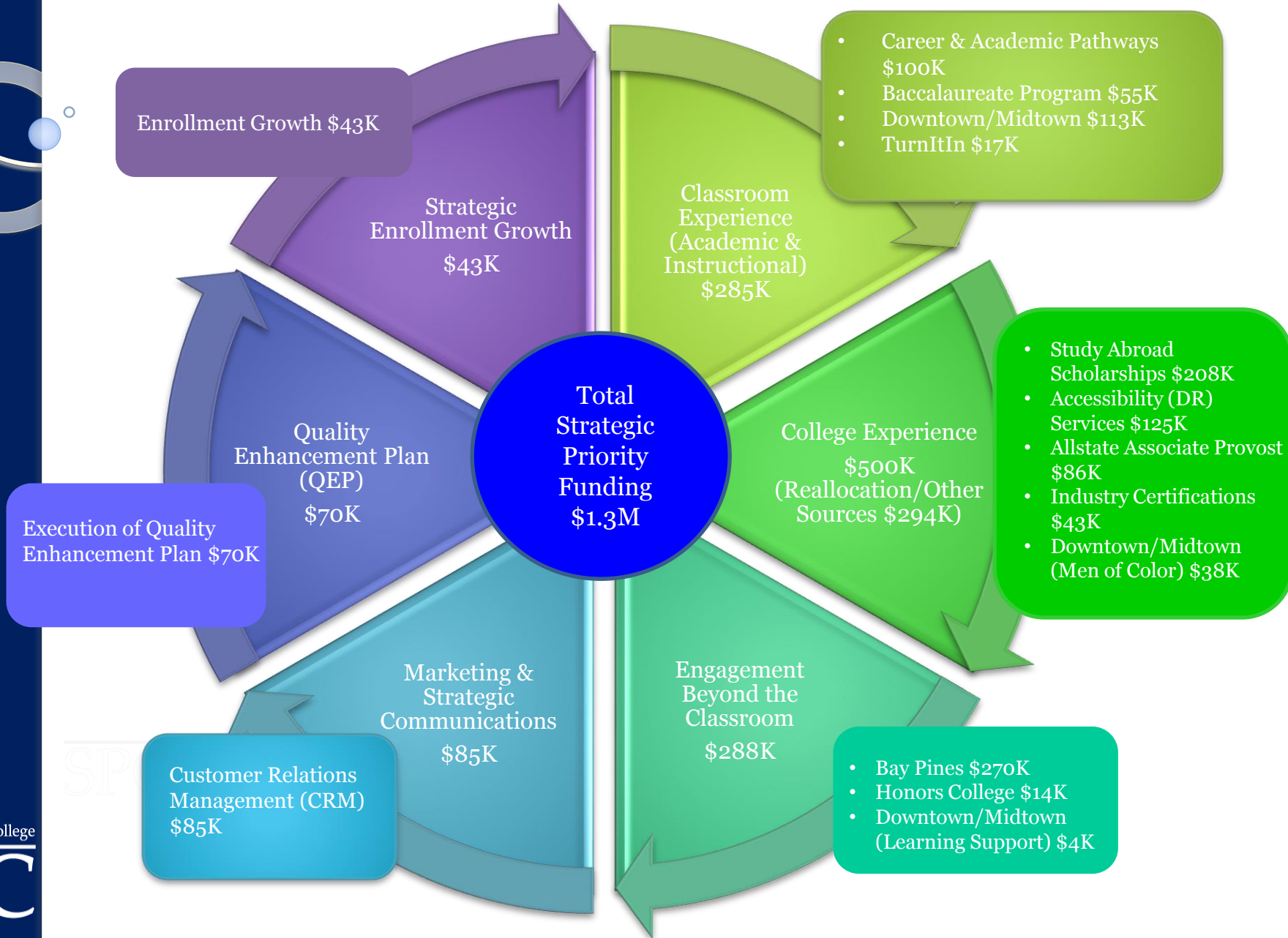
\$2.6M Balance for Contingency



St. Petersburg College
Board of Trustees
FY16/17
Funding Priorities

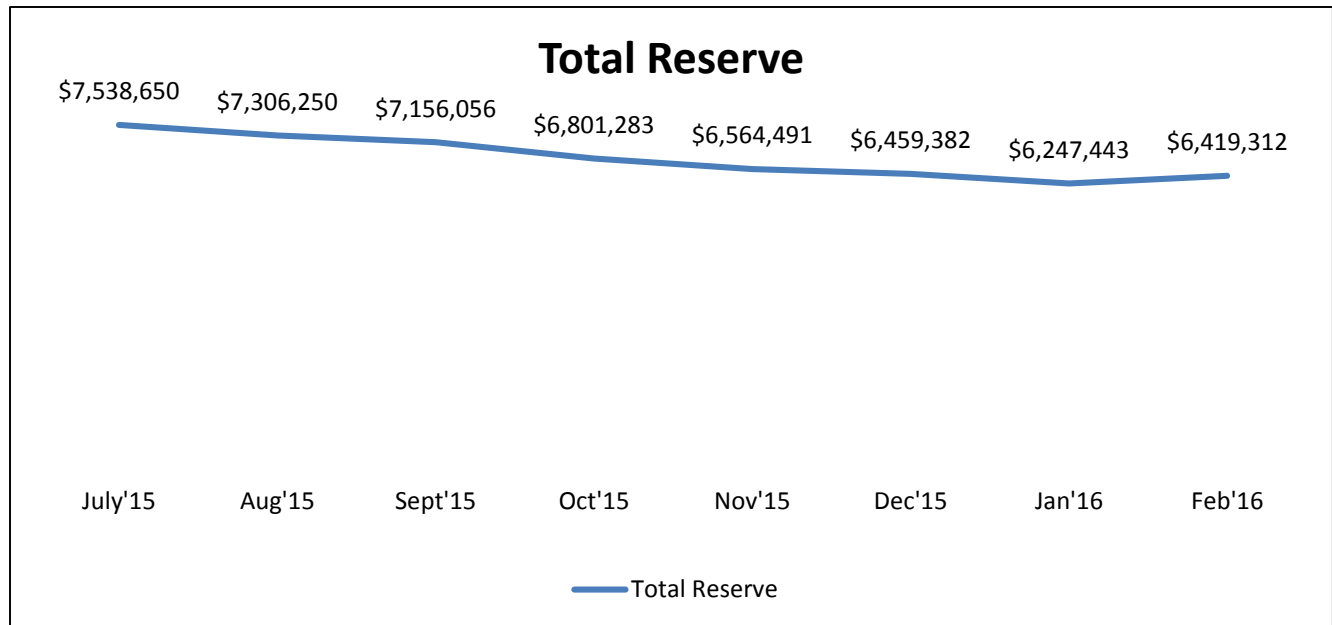
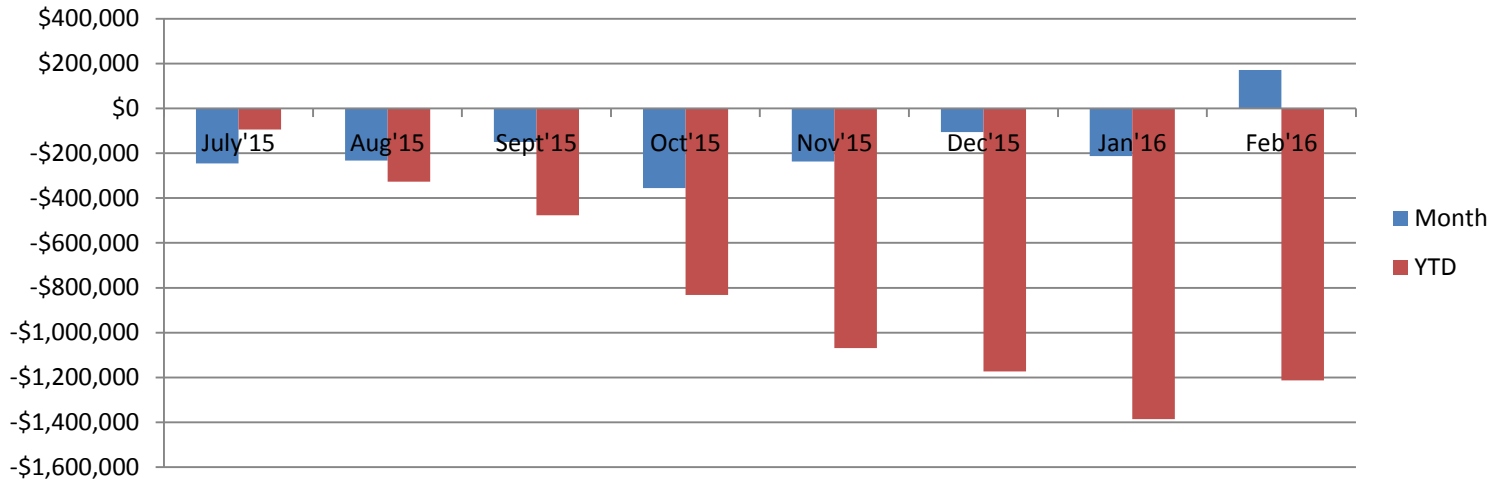
April 19, 2016

Preliminary Draft of Funding to Support Strategic Priorities



Health Insurance Reserves

YTD Change in Health Fund Reserves



SPC



Questions?

April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President *WDL*
SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

HIRE Budgeted Administrative & Professional			
Name	Title	Department/Location	Effect. Date
Carta, Joy A	Coord, Collegewide Wkfrs Intrn	Associate Provost SPG	3/14/2016-06/30/2017
Smith, Joe C	Dir, Procurement/Asset Mgmt	Business Services EPI	3/14/2016-06/30/2017
Huff, Felecia C	HR Success Coach	Human Resources DO	3/14/2016-06/30/2017
Schlanger, Lea K	Research Analyst	College of Education	3/14/2016-06/30/2017

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effect. Date
Dimmer, Theresa R	Coord, Institutnl Rsrch&Rptng	Institutional Research EPITECH	4/4/2016-06/30/2017
Stanisic, Zoran	Sr Dir, Enterprise Systems	Admin Information Systems DO	3/1/2016-06/30/2017
Creamer, David V	Sr Dir, Network Sys & Telecomm	IT Networking Telecom DO	3/1/2016-06/30/2017

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effect. Date
Quinones, Charlotte Julienne	Administrative Svcs Specialist	Corporate Training E&SS DO	3/21/2016
Bailey, Sandra G	Administrative Svcs Specialist	Provost SE	4/4/2016
Hernandez Perez, Angel	Custodial Crew Leader	Custodial Services SE	4/11/2016
Betts, Eugene Marshall	Custodian	Custodial Services HC	4/11/2016
Munger, James M	Facilities Technician	Maintenance Services AC	2/29/2016
Eli, Megan Lynn	Instructional Supp Specialist	Health Education Ctr Provost HC	3/28/2016
Leyva, Daviel C	Instructional Support Spec.	Learning Resources	4/4/2016
Beasley, Daniel P	Security Officer	Campus Security CL	4/9/2016
Young, Robert J	Security Officer	Campus Security SPG	3/28/2016
Murphy, Molly	Sr Administrative Svcs Assist	Health Services Mgmt HC	4/4/2016
Carmody, Cindy Jeanette	Sr Instructional Supp Spec.	OSSD - SPG	4/4/2016
Kent, Courtney Shane	Student Support Assistant	Scholarships/Stu Fin Assist CL	4/11/2016

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effect. Date
Estrella, Maritza	Custodial Supervisor	Custodial Services HC	4/11/2016
Comeau, Kimberly A	Information Tech Specialist	Academic & Student Affairs	3/12/2016
Higgins, Debra L	Sr Administrative Svcs Assist	Letters CL	2/22/2016
Hourigan, Maureen A	Student Support Specialist	Associate Provost CL	4/11/2016

HIRE Temporary/Supplemental			
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Name	Title	Department/Location	Effect. Date
Fox,Debra R	Adjunct Bach Prog.	Physical Therapist Asst HC	3/21/2016
Andrew,Ricky M	Contributed Service	Dual Credit AC	3/31/2016
Fitzpatrick,Ryder	General Support	Engineering Technology CL	4/18/2016
Kimball,Stephen Kyle	OPS Career Level 1	Academic & Student Affairs	2/29/2016
Knapp,Chelsea N	OPS Career Level 1	Associate Provost CL	3/1/2016
Martin,Therese A	OPS Career Level 1	Associate Provost CL	3/14/2016
Armstrong,Jill Elizabeth	OPS Career Level 2	Associate Provost CL	2/29/2016
Bass,Breanna N	OPS Career Level 2	Provost AC	3/14/2016
Simpson,Marne K	OPS Career Level 2	Provost AC	3/14/2016
Wimbley,Davida L	OPS Career Level 2	Facilities Plan & Inst Svcs	3/14/2016
Abdelmalek,Sara	OPS Career Level 5	Associate Provost CL	4/4/2016
Coleman,Carol A	OPS Career Level 5	Learning Resources	3/21/2016
Curry,Lindsay A	OPS Career Level 5	Health Education Ctr Provost	4/1/2016
Duprey,Wendy B	OPS Career Level 5	Learning Resources	3/21/2016
Nalbach,Jennifer Marie	OPS Career Level 5	Veterinary Technology HC	3/21/2016
Kiely,Rebecca Christine	OPS Career Level 5	Learning Resources	3/7/2016
Spoto,Samantha Deeann	OPS Career Level 5	Academic & Student Affairs	3/14/2016
Bannon,John M	OPS Professional	Fine & Applied Arts SPG	3/19/2016
D'Amico,Kevin Joseph	Professional Trainer	Fire Science AC	4/11/2016
Duchesneau,Daniel R	Professional Trainer	Emergency Medical Services HC	4/8/2016
Maynard,Larry	Professional Trainer	Criminal Justice AC	3/21/2016
Ramirez,Jose A	Professional Trainer	Criminal Justice AC	3/14/2016
Staples II,Robert A	Professional Trainer	Criminal Justice AC	3/3/2016

TRAVEL OUTSIDE THE CONTINENTAL UNITED STATES			
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Name	Title	Department/Location	Effect. Date
Norman, Anja	Chair, Social & Behavioral Sciences	Social Science CL	05/14/2016-05/18/2016

This conference in Paris, France brings together international researchers, experts and educators to engage in academic discussions and share their most current research and experiences in all areas of Social Science. The benefit to the college is to bring relevant and current research into Sociology classes. The most recent innovations, trends and concerns, challenges and solutions will be discussed ensuring our students are receiving the most current research in their courses. The diversity of ideas will be directly findings applicable to the various Sociology classes and will strengthen the theory, practice and application of teaching and learning.

Funded by the Social and Behavioral Sciences. Estimated cost to the College is \$2,761.31.

Rajaram, Lakshminarayan	Instructor	Mathematics TS	03/29/2016-04/02/2016
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The purpose of this trip was to travel to Paphos, Cyprus for a Conference on Medical and Biological Engineering and Computing. The benefit to the college is for Lakshminarayan to represent St. Petersburg College at the "Global Citizen Safety and Security Working Group" discussion panel in addition to sharing the international experience with the SPC students in the classroom.

Funded by Lakshminarayan Rajaram, and expected to be reimbursed from the Mathematics department. Estimated total cost to the College is \$1,500.

Kelly, Andrea	Chair, College of Education	College of Education TS	04/12/2016-04/16/2016
Hartman, Kimberly	Dean, College of Education	College of Education TS	04/11/2016-04/21/2016

The purpose of this trip is to travel to London, UK to attend the Initial Teacher Education Community of Practice. The benefit of this trip is to represent SPC at a multi-national conference with the aim of connect select U.S. and international education systems with global experts, to develop reforms for initial teacher education.

Funded by the Center of Excellence for Elementary Teacher Preparation Grant. Estimated total cost to the College is \$5,650.66

Hernandez, Roberto Professional Trainer Allstate Center Provost 04/03/2016-04/9/2016

The purpose of this trip is to travel to San Salvador, El Salvador for a Community Policing - From Theory to Practice Class. The benefit to the college is to provide for nationally and internationally recognized training programs.

Funded by CPSI. Estimated total cost to the College is \$2,133.26

Tiffany, Vivian	Instructor	Veterinary Technology HC	05/11/2016-05/25/2016
Gorham, Tricia	Chair, Veterinary Technology	Veterinary Technology HC	05/11/2016-05/25/2016

The purpose of this trip is to travel to Cairns, Australia to offer St. Petersburg College students the educational opportunity to compare the duties of veterinary technicians in the U.S. vs Australia. The benefit to the College is to meet the College's mission to "contribute to the international education of students by providing opportunities that encourage global awareness and perspectives."

Funded by the Veterinary Technology department. Estimated total cost to the College is \$9,227.79

Sinclair, Steven	Instructor	Humanities SE	05/12/2016-05/22/2016
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The purpose of this trip is to travel to India to offer SPC students the opportunity to take REL 2000 Introduction to Religion, Humanities and Fine Arts as part of a study abroad program to India. The benefit to the College is to meet the College's mission to "contribute to the international education of students by providing opportunities that encourage global awareness and perspectives."

Funded by Steven Sinclair and EF Tours. Reimbursement from the Humanities department. Estimated total cost to the College is \$4,763.81.

Ojeda, Jeanna	Instructor	Letters TS	05/14/2016-06/12/2016
Ojeda, Fernando	Instructor	Foreign Language CL	05/14/2016-06/12/2016

The purpose of this trip is to travel to San Jose, Costa Rica to offer St. Petersburg College students an educational opportunity to learn the Spanish Foreign Language and cultural experience while in Costa Rica. The benefit to the College is to meet the College's mission to "contribute to the international education of students by providing opportunities that encourage global awareness and perspectives."

Funded by the Communications department. Estimated total cost to the College is \$3,629.95.

Joyce, Dawn	Instructor	Letters CL	05/16/2016-05/27/2016
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
The purpose of this trip is to travel to Beijing, China to offer St. Petersburg College students an educational opportunity in China to study LIT 2120 and LIT 2110. The benefit to the College is to meet the College's mission to "contribute to the international education of students by providing opportunities that encourage global awareness and perspectives."

Funded by Dawn Joyce and vendor. Reimbursement from the Communications department. Estimated total cost to the College is \$1,354.70.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology and the Strategic Issues Council Members bringing

April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: New Faculty Hire Cohort Recommendations

Approval is sought for the following personnel actions concerning faculty members to receive contracts (2016-2017). The New Faculty Cohort hiring process is completed for 2016-2017. Our goal is to provide our students with an education that encourages a global perspective and enhanced world view so we endeavor to achieve a diversified faculty that models this goal and enriches the institution.

HIRE Budgeted Faculty			
Name	Title	Department/Location	Effect. Date
Anderson,Eboni	Academic Department Chair	College of Health Sciences, HC	6/01/2016
Davis,Michael	Academic Department Chair	Natural Science, TS	8/01/2016
Ellis,Dawn	Academic Department Chair	College of Comp & Info Tech, CL	7/01/2016
Hubbard,Barbara	Academic Department Chair	Fine and Applied Arts, SE	8/01/2016
Powers,Christy	Academic Department Chair	College of Policy Ethics & Legal Studies, CL	8/01/2016
Gionet,Laura	(Acting) Faculty	Natural Science, SPG	8/11/2016
Charboneau,Jay	Faculty	Human Services, SPG	8/11/2016
Cutler,Henry	Faculty	College of Comp & Info Tech, TS	8/11/2016
Davis,Glenn	Faculty	Emergency Medical Services, HC	8/11/2016
Grisanti,Sharon	Faculty	Dental Hygiene, HC	8/11/2016
Jones,Lori	Faculty	College of Business, EPI	8/11/2016
Ma,Jun	Faculty	College of Comp & Info Tech, SE	8/11/2016
Newberry,Sheila	Faculty	College of Health Sciences, HC	8/11/2016
Poirier, Melanie	Faculty	Dental Hygiene, HC	8/11/2016
Snellenburg,Kirsten	Faculty	Physical Therapy, HC	5/16/2016
Uruena-Agnes,Adriana	Faculty	Social and Behavioral Sciences, DT	8/11/2016
Beck,Roseanne	Faculty - 12 month	College of Public Safety Administration, AC	8/01/2016
Fernandez,Jennifer	Faculty - 12 month	College of Education, TS	8/01/2016

 We look forward to the new cohort joining our professional ranks and achieving student success as they engage our students in the learning process.

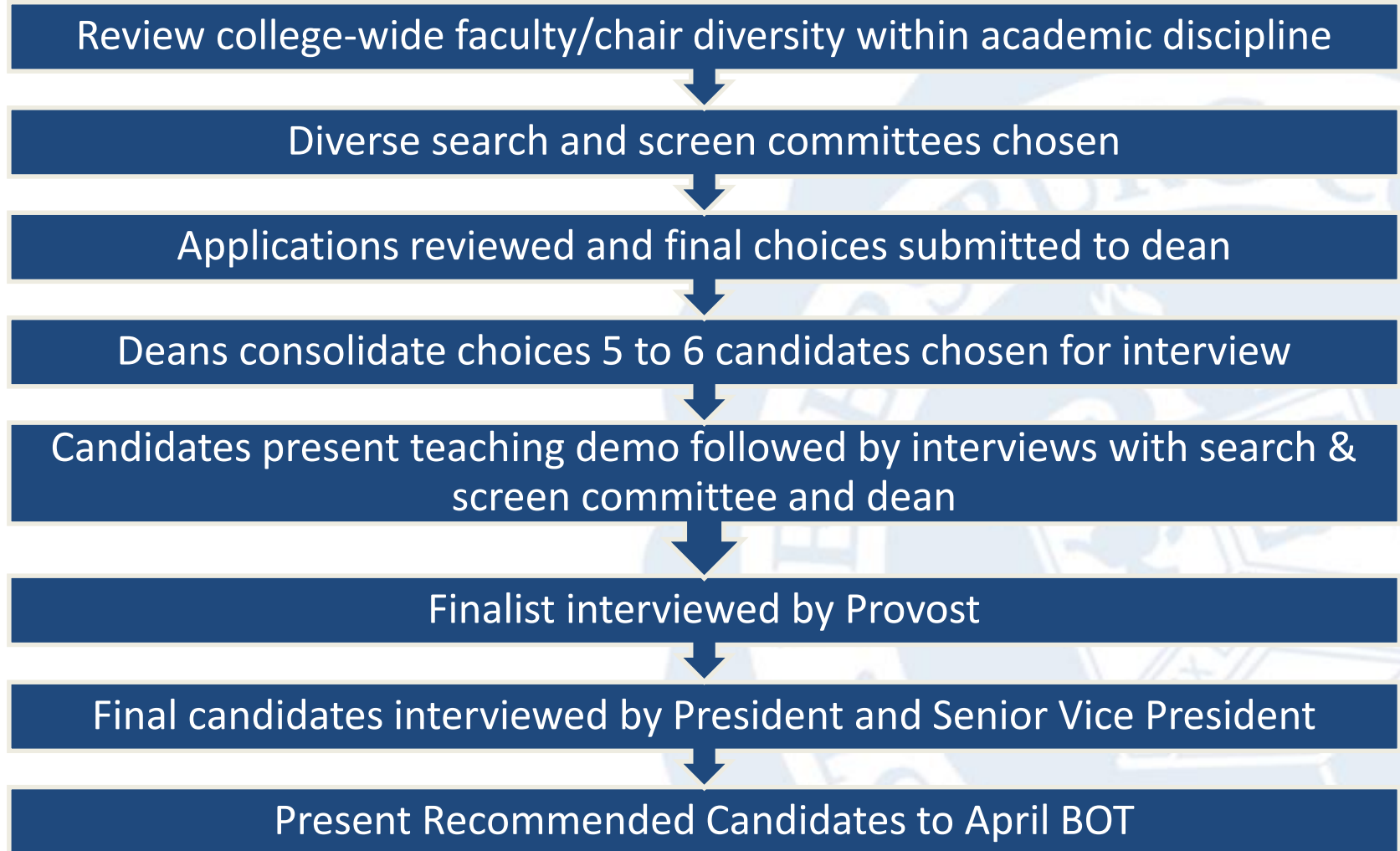
Anne Cooper, Senior Vice President, Instruction and Academic Programs recommends approval.

New Faculty Cohort 2016 - 2017

Anne M. Cooper, PhD – SVP, Instruction and Academic Programs

SPC Board of Trustees – April 19, 2016

Hiring Process



New Faculty Cohort – Professional Development



1. Learning Management System Training
2. Departmental Mentoring and Ongoing Support
3. Year I – New Faculty Development Course
 - Understanding SPC and our students
 - Student success strategies
 - Excellence in teaching & learning
 - Collaboration and services
4. Year II – New Faculty Cohort Project
 - Address academic area of need
 - Recommended solutions

April 19, 2016

New Faculty Cohort –

Demographics Total = 18

HIGHEST DEGREE EARNED	
Master's	8
PhD	10
PREVIOUS TEACHING EXPERIENCE	
15 months to 20.5 Years	
EXISTING OR NEW HIRE	
Previous Adjunct	8
Current Employee	5
New to SPC	5

New Faculty Cohort –

Demographics Total = 18

GENDER	
Female	13
Male	5
ETHNICITY	
Asian	1
Black	2
Hispanic	0
Multi	0
White	15

Questions?



The background of the slide features a large, light blue watermark of the St. Petersburg College seal. The seal is circular with a scalloped edge and contains the text "ST. PETERSBURG COLLEGE" around the top and "LUX ET VERITAS" at the bottom. In the center of the seal is a shield with a lamp of knowledge and an open book.

Quality Enhancement Plan QEP Topic Selection Recommendation

Sabrina Crawford, IE Executive Director
Jennifer Haber, QEC Lead Faculty
Heather Roberson, CETL Director

Board of Trustees – April 19, 2016

Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) 2018 Accreditation Reaffirmation

- 10-year review of an institution's **continuous improvement**
- **Report due in March 2017 with On-Site Review in October 2017**
- 3 Concurrent Timelines
 - Compliance Report (84 Standards)
 - Quality Enhancement Plan (QEP)
 - Administrative Unit Assessment

What is a Quality Enhancement Plan (QEP)?

- **Carefully designed** course of ACTION.
- Collaborative process.
- **Well-defined** focused topic or issue related to enhancing student learning and/or the environment that supports student learning.



***The QEP Document is submitted to SACSCOC
in August 2017***

Stakeholder Survey Results

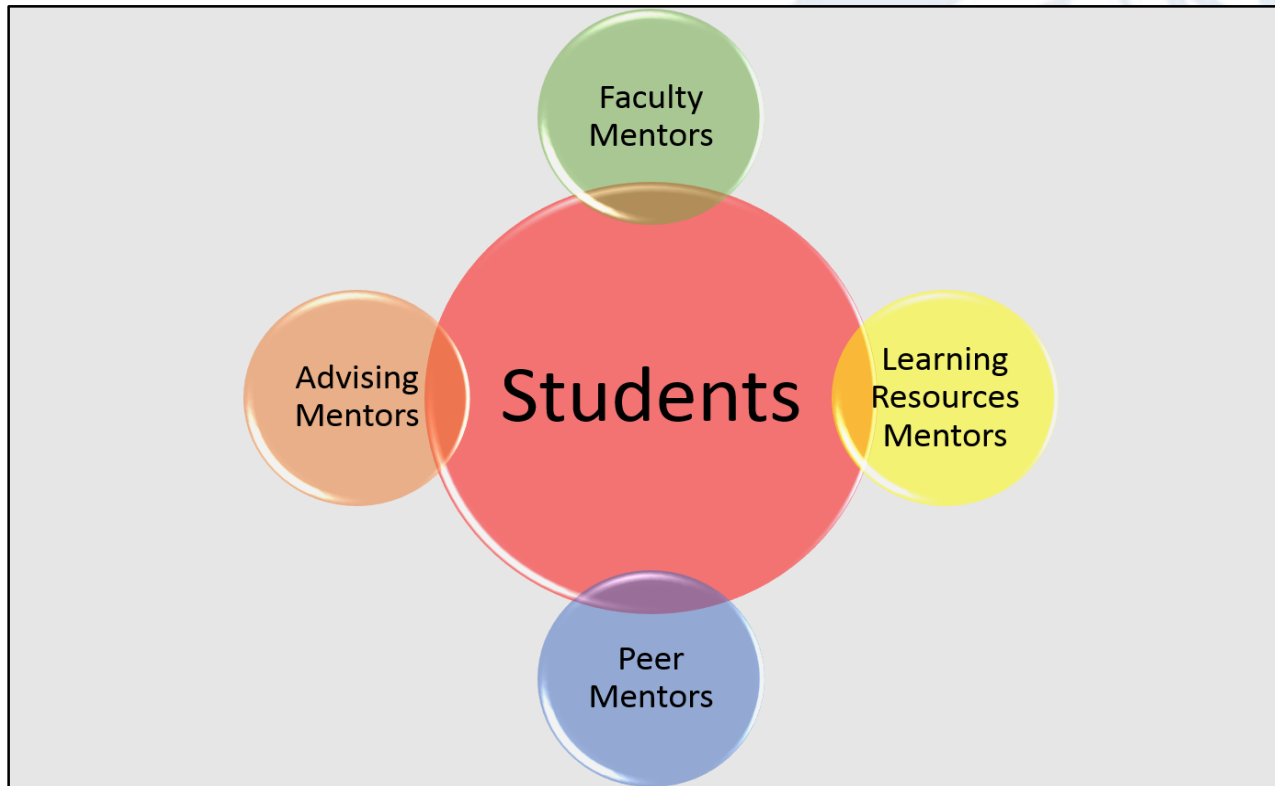
What is SPC's greatest area of need involving student learning or the environment in which students learn?

Topic:	All Stakeholders	
	Count	Percent
College Readiness for Long-term Success	311	35%
Strengthening Writing	216	24%
First-year in College Experience	188	21%
Online Engagement for Enhanced Learning	177	20%
Total responses	892	100%

College Readiness for Long-term Success

- Incorporates First-Year Experience ideas of learning communities and mentoring.
- Support for fundamental skills and/or sequencing in Math, Reading and/or Writing.
- Faculty-led learning communities/student cohort groups (mentoring).
- Coaching for college success skills (study skills, time management, personal responsibility, and life/school balance).

SPC's version of a First-Year Experience that impacts student learning for college readiness through faculty-led communities.



**Learning and Academic Survival Tools =
LAST-ing Success**

- **First time in college students (FTIC).**

student population fall 2015: 3,563

- **Returning to college students (Readmit).**

student population fall 2015: 2,444

- **Flexible placement students who opt out of Developmental Education courses (Flex-Opt-Out).**

student population fall 2015: 1,379

Support retention and persistence (students finish what they start)

Faculty need to play a significant role in a student's first-year that will ultimately provide students with the resources and skills to support long-term success along their academic and career pathways in the general education areas of:

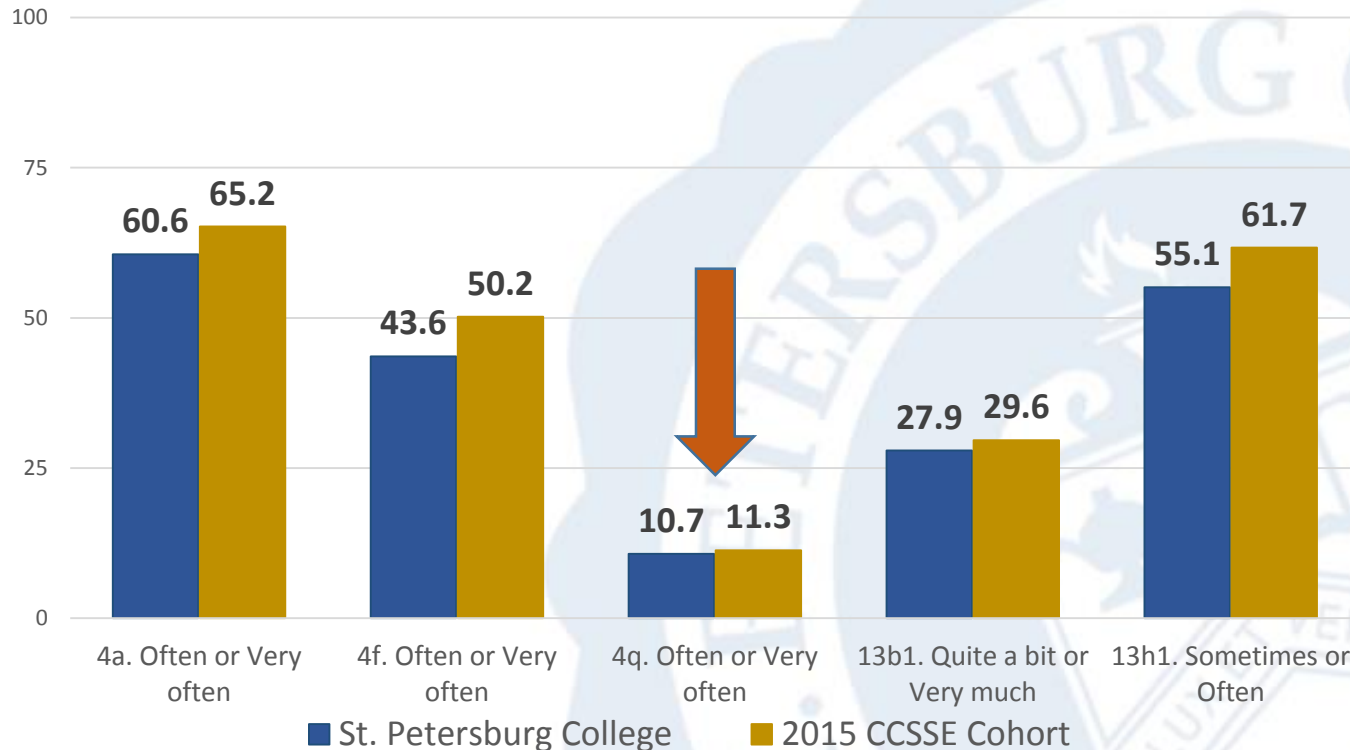
Communication

Quantitative Skills

Information Literacy

CCSSE Data 2015

10.7% of students have worked with instructors outside the classroom.



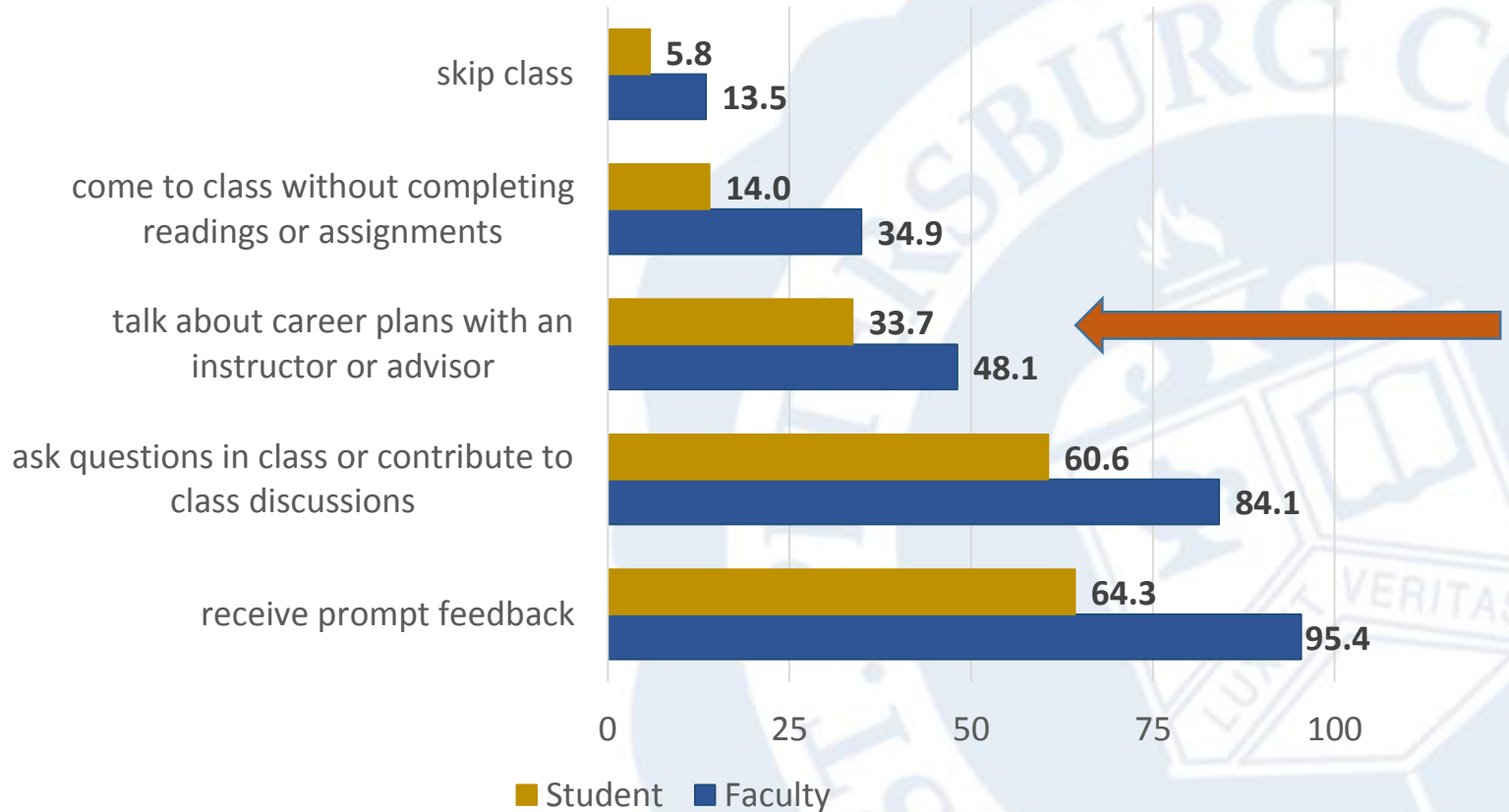
Benchmark

Active and Collaborative Learning
Active and Collaborative Learning
Student-Faculty Interaction
Support for Learners
Student Effort

Item Number and Description

4a. Asked questions in class or contributed to class discussions
4f. Worked with other students on projects during class
4q. Worked with instructors on activities other than coursework
13b1. Frequency: Career counseling
13h1. Frequency: Computer lab

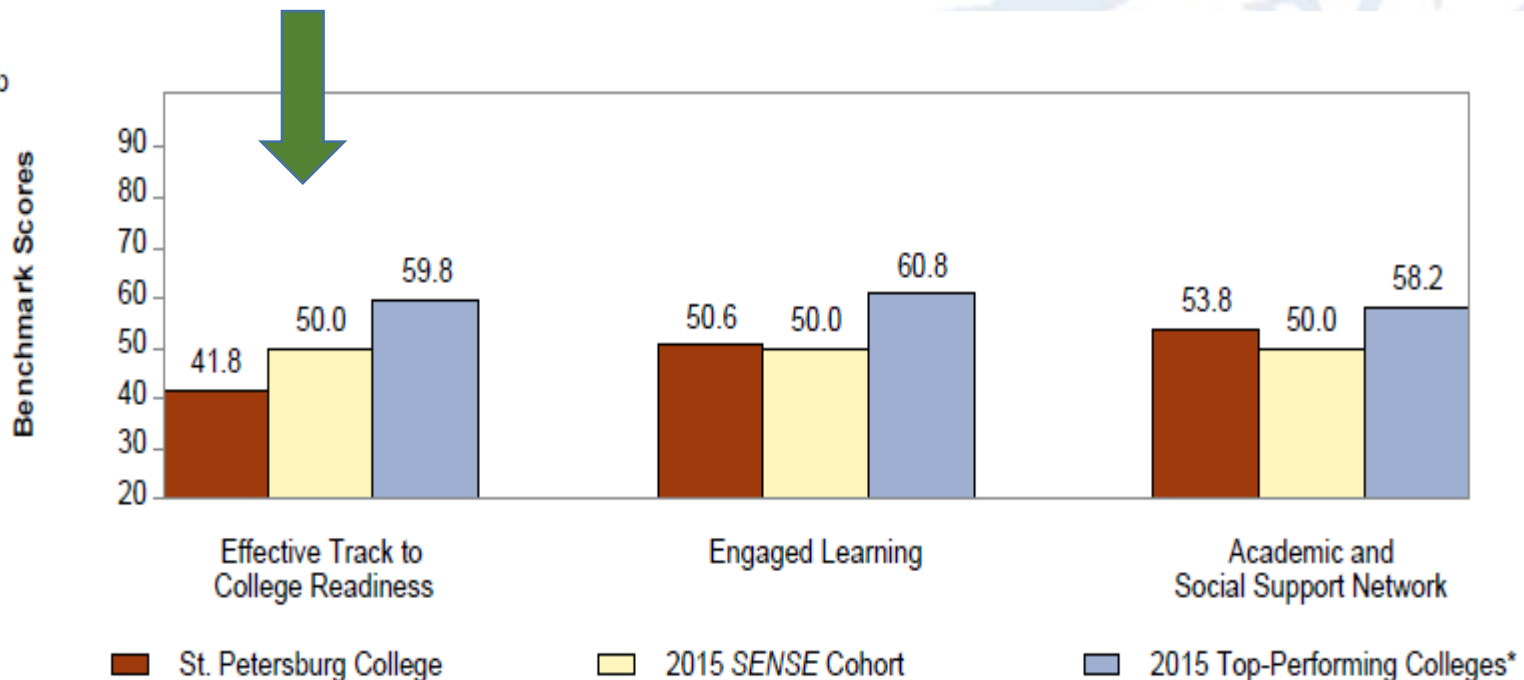
CCSSE Data 2015 - Differing Faculty and Student Perceptions



33.7% of students have talked to an advisor or faculty about career aspirations.

SENSE 2015 – Benchmarks of Effective Educational Practice with Entering Students

Figure 1b



*Top-Performing Colleges are those that scored in the top 10 percent of the cohort by benchmark.

Fall 2015 Success Rates

Source: BI PULSE Student Success Dashboard

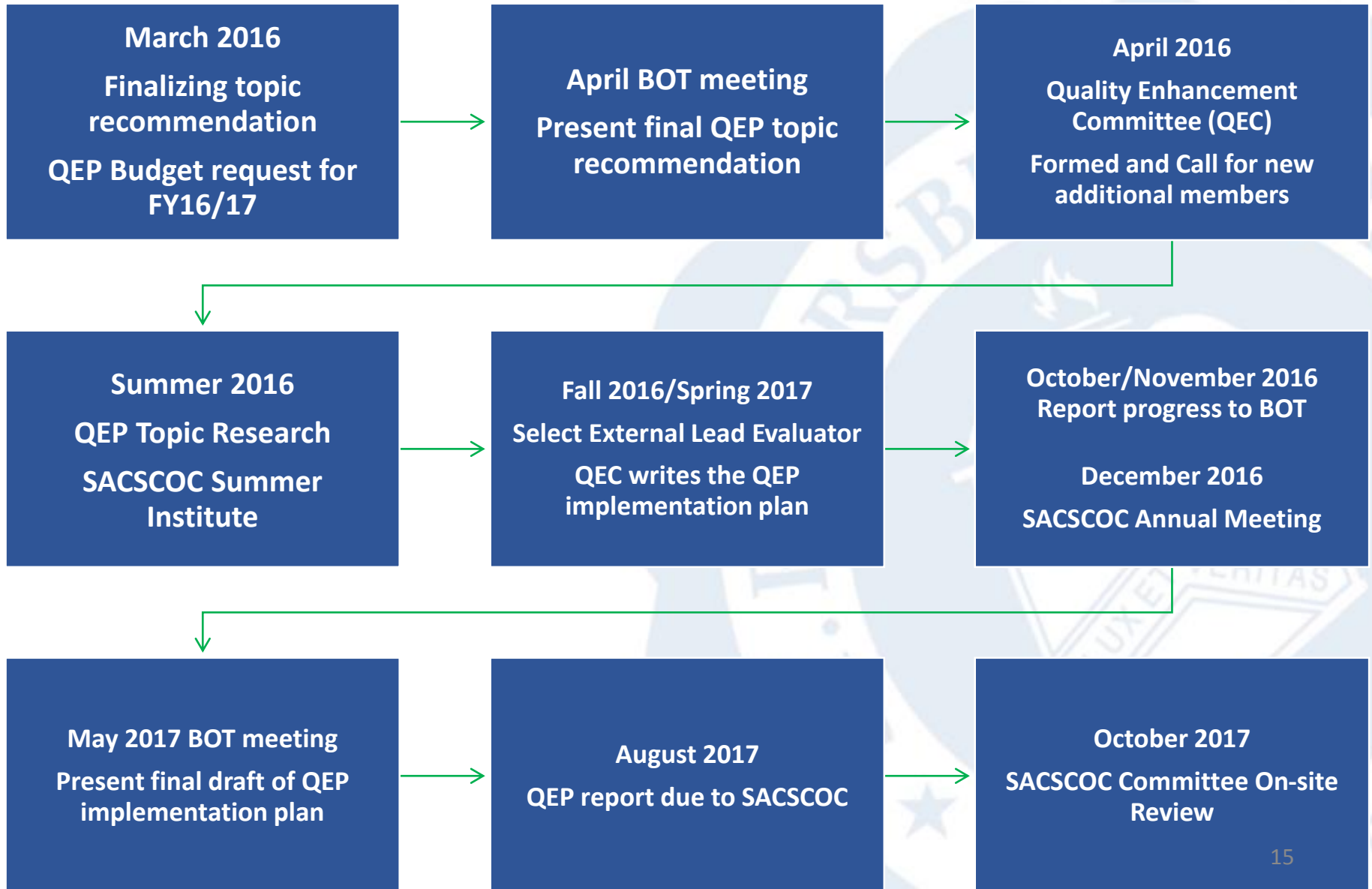
	Basic Computer & Info Literacy	Computer Applications	Comp I	Intermediate Algebra	Explore Math & Quant Reasoning
	CGS 1070	CGS 1100	ENC 1101	MAT 1033	MAT 1100
All Students	76.8%	71.3%	74.5%	60.9%	74.5%
Flexible Opt Out	65.3%	53.7%	58.9%	43.0%	56.5%
FTIC	71.0%	66.4%	69.7%	59.4%	66.4%
Readmit	80.0%	71.8%	68.8%	56.0%	78.6%

Those highlighted in orange represent a minimum of 5% below all students.

Changes/Outcomes in Behavior

Faculty	Students
Engage in student development within and outside the classroom	Develop college-readiness skills
Improve pedagogical practices to support student learning	Apply college-readiness skills to strengthen student learning
Build a collaborative environment with advisors and other support staff	Improve self-efficacy to continue persistence and support completion of academic and career goals

Next Steps



Questions?



April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President

SUBJECT: 2015-2016 Equity Update Report

Approval is sought to submit the 2015-2016 Equity Update Report to the Florida Department of Education, Division of Florida Colleges.

Consistent with the requirements of Sections 1000.05 and 1012.86, Florida Statutes, each Florida College System institution is required to submit an annual update of local plans related to educational equity in the areas of athletics, education, and employment.

For April 2016, the Division of Florida Colleges (DFC) reduced the preparation steps formerly completed by each institution to include electronic submission of only noted changes from last year's report.

While the equity reporting is comprehensive, here are key performance outcomes for your review.

- 1) The College's policy of nondiscrimination was revised to include pregnancy as a protected category. The College's grievance procedure was revised to include pregnancy as a protected category.
- 2) The College's revised the process for requesting course substitutions or waivers by shifting some information from P6Hx23-4.02 General Admission into P6Hx23-4.021 Services for Students with Disabilities and creating a new Procedure P6Hx23-4.10 Admission by Exception—Students with Disabilities.

STUDENT DATA

Participation- Total Enrollment

- Overall and First Time in College (FTIC) representation increased compared to prior years.
- Students with self-reported disabilities increased and total enrollment is, 4.2%
- African-American Black male students FTIC increased and total enrollment is, 8.5%
- African-American Black female students FTIC increased and total enrollment is, 10.5%
- Hispanic male students FTIC increased and total enrollment is, 6.7%
- Hispanic female students FTIC increased and total enrollment is, 7.7%

Completion and Retention- Associate in Science (AS)

- African-American Black male students increased and total graduation is, 3.1%
- African-American Black female students increased and total graduation is, 6.3%
- Hispanic male students increased and total graduation is, 2.9%
- Hispanic female students increased and total graduation is, 4.8%
- Minority students completions increased and total graduation is, 25.1%

EMPLOYEE DATA- Representation of women and minorities

Executive/Administrative/Managerial Staff

- African-American Black males decreased and is at, 5.0%
- African-American Black females increased and is at, 5.8%
- Other minority males increased and is at, 2.5%
- Other minority females decreased and is at, .8%
- Hispanic males remained the same and is at, .8%
- Hispanic females remained the same and is at, 2.5%

Full-time Instructional Staff

- African-American Black males increased and is at, 4.2%
- African-American Black females increased and is at, 5.0%
- Other minority males increased and is at, 2.9%
- Other minority females increased and is at, 2.4%
- Hispanic males remained the same and is at, 1.6%
- Hispanic females increased and is at, 3.7%

Full-time Continuing Contract Instructional Staff

- African-American Black males decreased and is at, 3.9%
- African-American Black females increased and is at, 4.7%
- Other minority males decreased and is at, 3.5%
- Other minority females decreased and is at, 2.3%
- Hispanic males remained the same and is at, 2.0%
- Hispanic females increased and is at, 4.3%

I am happy to have your questions, comments and guidance in the most critical area. Thank you.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; Anne M. Cooper, Senior Vice President, Instruction & Academic Programs; Tonjua Williams, Senior Vice President, Student Services; Desiree Woroner, Director of Human Resources; and Pamela S. Smith, Director, Equal Access and Equal Opportunity, Title IX Coordinator; recommend approval.

Attachment

**The Florida College System
Annual Equity Update Report
Guidelines for 2015-2016**

for

St. Petersburg College

**The Division of Florida Colleges
Florida Department of Education**



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General Information and Applicable Laws for Reporting

The purpose of the College Annual Equity Update is to provide updates on efforts to comply with Florida Statutes related to nondiscrimination and equal access to postsecondary education and employment. The following Florida Statutes (F.S.) and implementing State Board of Education Rules in the Florida Administrative Code (F.A.C.) have specific requirements for this annual update.

- Section (§) 1000.05, F.S., the “Florida Educational Equity Act”
- Implementing Rules 6A-19.001 – 6A-19.010, F.A.C., related to educational equity
- §1006.71, F.S., Gender equity in intercollegiate athletics
- Implementing Rule 6A-10.041, F.A.C., Substitution for Requirements for Eligible Disabled Students at Florida Colleges and Postsecondary Career Centers
- §1012.86, F.S., Florida College System institution employment equity accountability program

Florida Statutes require postsecondary institutions in the Florida College System to develop and annually update plans that will positively impact efforts to increase diversity among students and employees. Until this year, colleges have submitted new plans each year. For the 2016 reporting purposes, the Florida College System will utilize the statutory guidelines for colleges to create a baseline plan to be updated each year. Therefore, the college equity plan submitted in April 2015 for 2014-2015 will be considered as the college’s most recent baseline report. The employment equity accountability plan will continue to be submitted as an annual plan as required under §1012.86, F.S.

For April 2016, the Division of Florida Colleges (DFC) has reduced the preparation steps formerly completed by each institution. The DFC continues to provide certified data, focused on the areas of measurement required by the Florida Educational Equity Act. Additionally, the DFC provides formulas in excel formats that eliminate the need for manual calculation of accomplishments. Colleges will be able to add formulas that draw data automatically from related tables such as goals and goal achievement.

By focusing on requirements within the statutory areas, the DFC encourages each college to devote its attention to the development of effective methods and strategies for any areas of improvements identified in their analysis of data. Where appropriate, the new reporting guidelines request a response such as new methods and strategies to increase the participation and/or employment of underrepresented minorities.

Data reports for students and the three targeted classes of employees are provided as excel spreadsheets at the end of these instructions. Additionally, excel tables have been created for setting goals and reflecting goal achievement. The college may choose to integrate these reports into the body of the report or include them as appendices.

The College Annual Equity Update is due to the Florida Department of Education, Division of Florida Colleges (DFC) by April 30, 2016. Requirements for the 2015-2016 update should address the following six parts of your 2014-2015 report.

Part I. Description of Plan Development

Are there any changes to the development of the college equity plan? No ___ Yes X

If yes, provide the following applicable updates:

- A. A list of persons, by title and organizational location, involved in the development of the plan
- B. A description of the participation of any advisory groups or persons

The process used to prepare the 2015-16 Annual Equity Update Report was a collaborative, team approach, which included advisory persons from Institutional Research, Instruction and Academic Programs, Student Services, Administrative and Business Services, and the Equal Access/Equal Opportunity (EA/EO) Office.

Patrick Booth, Coordinator of Enrollment Services
Margaret Bowman, Director Curriculum Services
Tony Callaghan, Analyst Programmer
John Chapin, Dean of Natural Science
Anne Cooper, Senior Vice President, Instruction and Academic Programs
Jesse Coraggio, Vice President, Institutional Effectiveness and Academic Services
Sabrina Crawford, Executive Director of Institutional Effectiveness and Research
Eva Christensen, Director Admissions and Records
Susan Demers, Dean, College of Policy Ethics and Legal Studies
Theresa Dimmer, Research Analyst for Institutional Effectiveness and Research
Djuan Fox, Coordinator of Special Projects
Suzanne Gardner, General Counsel
David Gill, Athletic Director
Linda Hogans, Executive Director, Retention Services
Dorothy Hopkins, Sr. Analyst Programmer
Isaac Miller, Curriculum Services Coordinator
Debbie Proctor, Manager Student Information Systems
Patrick Rinard, Associate Vice President, Enrollment Services
Davanh Sengphrachanh, Employment Coordinator
Sharon Setterlind, Dean of Computer and Information Technology
Pam Smith, Director, Equal Access and Equal Opportunity, Title IX Coordinator
Aimee Stubbs, Director of Disability Resources
Tonjua Williams, Senior Vice President, Student Services
Desiree Woroner, Director, Human Resources

The plan was adopted by the St. Petersburg College Board of Trustees on April 19, 2016.

Part II. Policies and Procedures that Prohibit Discrimination

This section relates to processes used to ensure that certain policies and procedures are current, accurate, in compliance and available to all students, employees and applicants as required by statute.

- A. Have there been any updates to the college's policy of nondiscrimination adopted by the governing board? No ___ Yes X If yes:
- 1) Provide the date of revision: [March 15, 2016](#)
 - 2) Describe the revision: [The College's policy of nondiscrimination was revised to include pregnancy as a protected category.](#)
 - 3) Provide the web link(s) to document the revision: [6Hx23-1.34](#) and [6Hx23-2.01](#)
- B. Have there been any updates to the procedures utilized to notify staff, students, applicants for employment and admission, collective bargaining units and the general public of this policy?
No X Yes ___ If yes, provide updated information.
- C. Have there been any updates to person(s) designated to coordinate the college's compliance with §1000.05, F.S.; Rule 6A-19.009-.010, F.A.C.; Title IX; Section 504; or Title II? ___ Yes X No
If yes, provide the name/title, phone number, address and email address for each update and confirm if this information is available in the regular notice of nondiscrimination.
- D. Have there been any updates to the college's grievance or complaint procedures for use by students, applicants and employees who allege discrimination? No ___ Yes X If yes:
- 1) Provide the date of revision: [March 15, 2016](#)
 - 2) Describe the revision: [The College's grievance procedure was revised to include pregnancy as a protected category.](#)
 - 3) Provide the web link(s) to document the revision: [P6Hx23-1.34](#)
- E. Grievance procedures should address the following at a minimum as required under Rule 6A-19.010(h), F.A.C. Confirm if the college is meeting these requirements:
- 1) Notifications of these procedures are placed in prominent and common information sources. No ___ Yes X
 - 2) Procedure(s) are designed to encourage prompt and equitable resolution of student, employee and applicant complaints but do not prohibit individuals from seeking redress from other available sources. No ___ Yes X
 - 3) Procedures prohibit retaliation against any person filing a complaint alleging discrimination or any person alleged to have committed discrimination. No ___ Yes X
- If any answers in "E" are "No," provide the college's plan for compliance.

F. Have there been any revisions to nondiscrimination policies or procedures pertaining to:

- | | |
|---|---|
| 1) Title IX? | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> |
| 2) Title II? | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> |
| 3) Section 504? | No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> |
| 4) Nondiscrimination policies or procedures pertaining to disability services, including Rule 6A-10.041, F.A.C., that addresses course substitution requirements? | No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> |
| 5) Acquired Immune Deficiency Syndrome/Human Immunodeficiency Virus (AIDS/HIV) Infectious Disease? | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> |
| 6) Other policies or procedures related to civil rights or nondiscrimination? | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> |

Address the following for any policies or procedures in “F” marked “Yes”

The same answers below apply to F. 3) and F. 4) above.

- The name of the policy and/or procedure(s): [P6Hx23-4.02 General Admission Requirements](#); [P6Hx23-4.10 Admission by Exception—Students with Disabilities](#); and [P6Hx23-4.021 Services for Students with Disabilities](#)
- The date of revision: [February 17, 2016](#)
- A description of the revision: [The changes revised the process for requesting course substitutions or waivers by shifting some information from P6Hx23-4.02 General Admission into P6Hx23-4.021 Services for Students with Disabilities and creating a new Procedure P6Hx23-4.10 Admission by Exception—Students with Disabilities.](#)
- The web link(s) to document the revision: [P4.02](#); [P4.10](#) and [P4.021](#)

Part III. Strategies to Overcome Underrepresentation of Students

A. Student Enrollments

Colleges will continue to examine data trends in the representation of students by race, gender, students with disabilities (DIS) (self-reported) and national origin minority students with limited English-language proficiency (LEP) skills for first-time-in-college (FTIC) and for overall enrollment. Colleges should continue to assess, modify and/or develop new methods and strategies for accomplishing the established goals that have not been achieved based on goals set in the previous year.

Both overall and FTIC representation increased when compared to prior years. Minority and male representation continued to have modest gains.

Florida College System
College: St. Petersburg
Student Participation-Enrollments

Race: Black		FTIC			Total Enrollments		
		Total	Overall Enrollment	%	Total	Overall Enrollment	%
Gender	Rpt Year						
Female	2012-13	549	4,965	11.06	3,885	41,127	9.45
	2013-14	503	5,032	10.00	3,853	40,788	9.45
	2014-15	553	5,232	10.57	3,900	41,866	9.32
Male	2012-13	392	4,965	7.90	1,932	41,127	4.70
	2013-14	440	5,032	8.74	2,022	40,788	4.96
	2014-15	449	5,232	8.58	2,105	41,866	5.03
Total	2012-13	941	4,965	18.95	5,817	41,127	14.14
	2013-14	943	5,032	18.74	5,875	40,788	14.40
	2014-15	1,002	5,232	19.15	6,005	41,866	14.34
Race: Hispanic							
Gender	Rpt Year						
Female	2012-13	319	4,965	6.42	2,490	41,127	6.05
	2013-14	350	5,032	6.96	2,631	40,788	6.45
	2014-15	405	5,232	7.74	2,923	41,866	6.98
Male	2012-13	297	4,965	5.98	1,571	41,127	3.82
	2013-14	287	5,032	5.70	1,729	40,788	4.24
	2014-15	355	5,232	6.79	1,970	41,866	4.71
Total	2012-13	616	4,965	12.41	4,061	41,127	9.87
	2013-14	637	5,032	12.66	4,360	40,788	10.69
	2014-15	760	5,232	14.53	4,893	41,866	11.69
Race: Other							
Gender	Rpt Year						
Female	2012-13	170	4,965	3.42	1,274	41,127	3.10
	2013-14	187	5,032	3.72	1,376	40,788	3.37
	2014-15	188	5,232	3.59	1,542	41,866	3.68
Male	2012-13	162	4,965	3.26	932	41,127	2.27
	2013-14	149	5,032	2.96	980	40,788	2.40

	2014-15	165	5,232	3.15	1,092	41,866	2.61
Total	2012-13	332	4,965	6.69	2,206	41,127	5.36
	2013-14	336	5,032	6.68	2,356	40,788	5.78
	2014-15	353	5,232	6.75	2,634	41,866	6.29
Race: White							
Gender	Rpt Year						
Female	2012-13	1,491	4,965	30.03	17,123	41,127	41.63
	2013-14	1,581	5,032	31.42	16,519	40,788	40.50
	2014-15	1,595	5,232	30.49	16,585	41,866	39.61
Male	2012-13	1,585	4,965	31.92	11,920	41,127	28.98
	2013-14	1,535	5,032	30.50	11,678	40,788	28.63
	2014-15	1,522	5,232	29.09	11,749	41,866	28.06
Total	2012-13	3,076	4,965	61.95	29,043	41,127	70.62
	2013-14	3,116	5,032	61.92	28,197	40,788	69.13
	2014-15	3,117	5,232	59.58	28,334	41,866	67.68

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Source: Student Data Base (2012-13, 2013-14, AND 2014-15) Annual Unduplicated Counts. Fl. DOE years begin with the summer term. (Ex. 2013-14 includes Summer and Fall of 2013, Winter/Spring of 2014). Total enrollments are reflected for each enrollment category excluding Non-Resident Aliens, Unknown Race, Unknown Gender, or Unknown Citizenship. FTIC counts include students enrolled in courses in the following instructional areas: Advanced and Professional, Postsecondary Vocational, Apprenticeship, Postsecondary Adult Vocational, College Preparatory, Vocational Preparatory and EPI. Enrollments (excludes Supplemental Voc., Adult Basic and Secondary, GED Prep, and LLL).

Students with self-reported disabilities continue to increase and now represent over four percent (4.2%) of total enrollment. LEP participation remained consistent.

Florida College System
College: St. Petersburg
Student Participation-Enrollments

	Rpt Year	FTIC		Total Enrollments	
		LEP	DIS	LEP	DIS
Gender	Rpt Year				
Female	2012-13	61	81	524	926
	2013-14	67	97	501	945
	2014-15	60	86	508	1,020
Male	2012-13	38	65	267	597
	2013-14	44	85	271	645
	2014-15	32	73	254	722
Total (ALL)	Rpt Year				
	2012-13	99	146	791	1,523
	2013-14	111	182	772	1,590
	2014-15	92	159	762	1,742

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Source: Student Data Base (2012-13, 2013-14, AND 2014-15) Annual Unduplicated Counts. Fl. DOE years begin with the summer term. (Ex. 2013-14 includes Summer and Fall of 2013, Winter/Spring of 2014). Total enrollments are reflected for each enrollment

category excluding Non-Resident Aliens, Unknown Race, Unknown Gender, or Unknown Citizenship. FTIC counts include students enrolled in courses in the following instructional areas: Advanced and Professional, Postsecondary Vocational, Apprenticeship, Postsecondary Adult Vocational, College Preparatory, Vocational Preparatory and EPI. Enrollments (excludes Supplemental Voc., Adult Basic and Secondary, GED Prep, and LLL).

Each college will address the following based on the data reports provided. Following assessment, the college will complete a goal setting process for 2015-2016 in the excel table provided.

	2014- 2015 Goals for FTIC	2014- 2015 Goals Achieved FTIC Yes/No	2015 - 2016 Goals for FTIC	2014- 2015 Goals for Overall Enrollments	2014- 2015 Goals Achieved Overall Enrollments Yes/No	2015 - 2016 Goals for Overall Enrollments
Minority Male	37%	Yes	Increase participation by 1% to 38%	N/A	N/A	N/A
Minority Overall	40%	Yes	N/A	N/A	N/A	N/A
Black	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	N/A	N/A	Increase participation by 1.0% to 15%	N/A	N/A	Increase participation by 0.5% to 12.5%
Other Minorities	N/A	N/A	N/A	N/A	N/A	N/A
White	N/A	N/A	N/A	N/A	N/A	N/A
Male	N/A	N/A	N/A	N/A	N/A	N/A
Female	N/A	N/A	N/A	N/A	N/A	N/A
DIS	N/A	N/A	N/A	N/A	N/A	N/A
LEP	N/A	N/A	N/A	N/A	N/A	N/A

The college is achieving goals: Yes No If no, provide:

- 1) An evaluation of each of the methods and strategies developed to increase student enrollment from underrepresented groups
- 2) New methods and strategies to target underrepresented students where goals have not been achieved

Although goals have been achieved, SPC has been working on several new or enhanced initiatives to assist our enrollment efforts and are documented below.

1. SPC is currently participating the AACC Pathways Initiative. As part of this initiative, we are working on creating Academic and Career Communities that students begin participating in during their New Student Smart Start Orientation. This decision was made to provide students who may not know exactly which program of study aligns with their interests, time to explore the possible career paths within each community. These communities will be developed during the Summer of 2016, and the work will include making the first 15 credit hours of all programs within a community similar or exactly the same to enable students to switch programs without loss of time.
2. SPC has begun working with the University of South Florida Tampa and St. Petersburg campuses to create a FUSE program. Students who are interested in transferring to these two university campuses will enroll in FUSE and have a direct pathway to their baccalaureate program of choice. During the initial pilot, students will be referred to SPC from USF to complete their AA using jointly created transfer plans that include the state mandated prerequisites to ensure student readiness. As long as students maintain their GPA and meet admission guidelines, they will be guaranteed a spot within the USF program.
3. The Ecosystem initiative has been expanded to include the Tarpon and Midtown campuses and communities. This process began Fall 2015 based upon the success of the Seminole Ecosystem.
4. The new Midtown Campus will be dedicating two new minority advisors to assist minority males with case management and recruitment efforts.

B. Student Completions (college degree and certificate programs)

This year's report evaluates student academic achievements of Associate of Arts (AA) Degrees, Associate of Science (AS) Degrees or Certificates of Completion (Career Technology, PSAV). The data years are 2012-2013 to 2014-2015, and the categories for assessment are race, gender, disability (DIS) and limited English-language proficiency (LEP). Associate of Applied Science (AAS) Degrees are included in the data for AA Degrees. Colleges should continue to assess, modify and/or develop new methods and strategies for accomplishing any goals set in 2014-2015 that remain to be achieved.

The overall number of program completers continued to increase. The distribution across programs changed showing more students earned certificates in recent years. The number of minority (Black, Hispanic, Other) program completers continued to increase. In 2014-15, this group earned 25.1% of all awards which is 6.3 percentage points higher than in 2010-11 (18.7%). In other words, minorities represented 25.1% of all SPC graduates.

Florida College System
College: St. Petersburg
Student Participation/Completions

Race: Black		AA Degrees			AS Degrees			Certificates		
		Num	Total	%	Num	Total	%	Num	Total	%
Gender	Rpt Year									
Female	2012-13	181	2,869	6.31	82	921	8.90	24	678	3.54
	2013-14	181	2,814	6.43	59	925	6.38	36	794	4.53
	2014-15	194	2,696	7.20	64	1,013	6.32	59	1,080	5.46
Male	2012-13	66	2,869	2.30	22	921	2.39	27	678	3.98
	2013-14	82	2,814	2.91	20	925	2.16	34	794	4.28
	2014-15	84	2,696	3.12	32	1,013	3.16	42	1,080	3.89
Total	2012-13	247	2,869	8.61	104	921	11.29	51	678	7.52
	2013-14	263	2,814	9.35	79	925	8.54	70	794	8.82
	2014-15	278	2,696	10.31	96	1,013	9.48	101	1,080	9.35
Race: Hispanic										
Gender	Rpt Year									
Female	2012-13	136	2,869	4.74	42	921	4.56	25	678	3.69
	2013-14	164	2,814	5.83	46	925	4.97	25	794	3.15
	2014-15	177	2,696	6.57	49	1,013	4.84	38	1,080	3.52
Male	2012-13	88	2,869	3.07	27	921	2.93	35	678	5.16
	2013-14	101	2,814	3.59	28	925	3.03	27	794	3.40
	2014-15	95	2,696	3.52	30	1,013	2.96	54	1,080	5.00
Total	2012-13	224	2,869	7.81	69	921	7.49	60	678	8.85
	2013-14	265	2,814	9.42	74	925	8.00	52	794	6.55
	2014-15	272	2,696	10.09	79	1,013	7.80	92	1,080	8.52
Race: Other										
Gender	Rpt Year									
Female	2012-13	100	2,869	3.49	30	921	3.26	10	678	1.47
	2013-14	91	2,814	3.23	29	925	3.14	18	794	2.27
	2014-15	109	2,696	4.04	34	1,013	3.36	13	1,080	1.20
Male	2012-13	85	2,869	2.96	13	921	1.41	15	678	2.21

	2013-14	54	2,814	1.92	17	925	1.84	19	794	2.39
	2014-15	81	2,696	3.00	15	1,013	1.48	31	1,080	2.87
	2012-13	185	2,869	6.45	43	921	4.67	25	678	3.69
	2013-14	145	2,814	5.15	46	925	4.97	37	794	4.66
Total	2014-15	190	2,696	7.05	49	1,013	4.84	44	1,080	4.07
Race: White										
Gender	Rpt Year									
Female	2012-13	1,337	2,869	46.60	447	921	48.53	238	678	35.10
	2013-14	1,325	2,814	47.09	462	925	49.95	279	794	35.14
	2014-15	1,222	2,696	45.33	514	1,013	50.74	335	1,080	31.02
Male	2012-13	876	2,869	30.53	258	921	28.01	304	678	44.84
	2013-14	816	2,814	29.00	264	925	28.54	356	794	44.84
	2014-15	734	2,696	27.23	275	1,013	27.15	508	1,080	47.04
Total	2012-13	2,213	2,869	77.13	705	921	76.55	542	678	79.94
	2013-14	2,141	2,814	76.08	726	925	78.49	635	794	79.97
	2014-15	1,956	2,696	72.55	789	1,013	77.89	843	1,080	78.06

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DOE collection years begin with the summer term. (Ex. 2013-14 includes Summer and Fall of 2013, Winter/Spring of 2014). Total completions are reflected for each Degree/Certificate category including the white populations, but excluding non-resident aliens, unknown race, unknown gender, or unknown citizenship. Provide data for each of the reporting years requested above, beginning summer, continuing through fall, and ending in the spring. 2016 data is not available. LEP = Limited English Proficiency and DIS = Disabled

Students with self-reported disabilities continued to grow with a 34.4% year-over-year increase of completers. In 2014-15, this group earned 6.0% of total awards.

Florida College System
College: St. Petersburg
Student Participation/Completions

		AA Degrees		AS Degrees		Certificates	
		LEP	DIS	LEP	DIS	LEP	DIS
Gender	Rpt Year						
Female	2012-13	59	71	15	46	6	10
	2013-14	29	68	10	36	8	20
	2014-15	35	109	23	51	10	33
Male	2012-13	17	44	11	20	9	25
	2013-14	18	53	2	23	5	15
	2014-15	13	48	6	22	13	26
Total (ALL)	Rpt Year						
	2012-13	76	115	26	66	15	35
	2013-14	47	121	12	59	13	35
	2014-15	48	157	29	73	23	59

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DOE collection years begin with the summer term. (Ex. 2013-14 includes Summer and Fall of 2013, Winter/Spring of 2014). Total completions are reflected for each Degree/Certificate category including the white populations, but excluding non-resident aliens, unknown race, unknown gender, or unknown citizenship. Provide data for each of the reporting years requested above, beginning summer, continuing

through fall, and ending in the spring. 2016 data is not available. LEP = Limited English Proficiency and DIS = Disabled

Each college will address the following based on the data reports provided. Following assessment, the college will complete a goal-setting process for 2015-2016 using the excel table provided.

Associate in Arts	2014- 2015 AA Degrees	2014- 2015 Goal	Achieved Yes/No	Goals for 2015 - 2016
Black Workforce	N/A	170 AS & Cert	Yes	See Below
Total Minority Completions	N/A	10% increase or 103	Yes	N/A
Black	278	N/A	N/A	N/A
Hispanic	272	N/A	N/A	N/A
Other Minorities	190	N/A	N/A	N/A
White	1,956	N/A	N/A	N/A
Male	994	N/A	N/A	N/A
Female	1,702	N/A	N/A	N/A
DIS	157	N/A	N/A	Increase by 10.0% to 173
LEP	48	N/A	N/A	N/A

Associate in Science	2014- 2015 AS Degrees	2014- 2015 Goal	Achieved Yes/No	Goals for 2015 - 2016
Black	96	N/A	Yes	Increase by 5% to 101
Hispanic	79	N/A	N/A	N/A
Other Minorities	49	N/A	N/A	N/A
White	789	N/A	N/A	N/A
Male	352	N/A	N/A	N/A
Female	661	N/A	N/A	N/A
DIS	45	N/A	N/A	N/A
LEP	19	N/A	N/A	N/A

Certificate	2014- 2015 Certificate	2014- 2015 Goal	Achieved Yes/No	Goals for 2015 - 2016
Black	101	N/A	Yes	Increase by 5.0% to 106
Hispanic	92	N/A	N/A	N/A

Other Minorities	44	N/A	N/A	N/A
White	843	N/A	N/A	N/A
Male	635	N/A	N/A	N/A
Female	445	N/A	N/A	N/A
DIS	59	N/A	N/A	N/A
LEP	23	N/A	N/A	N/A

The college is achieving goals: Yes No If no, provide:

- 1) An evaluation of each of the methods and strategies developed to increase student enrollment from underrepresented groups.

Although goals have been achieved, SPC has been working on several new or enhanced initiatives to assist our completion efforts and are documented below.

- 2) New methods and strategies, if applicable.
 1. To help students focus upon a specific plan of study and minimize excess credits, SPC has developed a program-based GPA, which now allows us to determine whether or not a student is taking courses outside their program and alert them to the fact that those course will not be covered by financial aid.
 2. SPC has begun running batch audits for auto graduation for embedded certificates and program completion. By removing the requirement for students to pay a graduation fee, we have been able to capture additional completions and move towards our goal of helping students receive stackable credentials.
 3. In addition the Academic Pathways and program-based GPA work has enabled us to track student progress through their programs. This helps us determine if students are incorrectly or not programed into a program of study and rectify that issue, along with creating personalized communication depending upon where students are along their path. In addition this assists with providing earlier interventions for students.
 4. During the newly revised New Student Smart Start Orientation, students are coded into their program of study and use the Academic Pathways to fill out their My Learning Plan. Course Scheduler will be used to register for classes from My Learning Plan.

C. Student Success in Targeted Programs

The college's plan for 2014-2015 should have included methods and strategies to increase the participation of students in programs and courses in which students have been traditionally underrepresented, including, but not limited to, mathematics, science, computer technology, electronics, communications technology, engineering and career education, as required under §1000.05, F.S., Part (4). Colleges should provide any updates to methods and strategies if applicable.

The college is providing updates: Yes No If yes, provide:

- 1) An evaluation of each of the methods and strategies developed to increase student participation from underrepresented groups.

The following strategies have updates from the previous submission.

Some strategies to increase participation and promote success of underrepresented students in targeted programs include:

1. Hiring new academic chair to implement new program for Help Desk certificate at Midtown Center includes students from Gibbs High School. This is complete – courses offered have doubled Fall to Spring.
 2. Creating and implementing an eight computer room programming lab at St Petersburg Gibbs campus. This is complete and a new computer club has started this Spring.
 3. Several Natural Science faculty have instituted collaborative learning strategies as well as interactive activities into their classrooms and labs to increase their students' engagement with the academic material included in their courses. Students have created 10 different videos outside of class:
https://www.youtube.com/channel/UC8Klvw7_SBUmp7S1ingmcOA
- 2) New methods and strategies, if applicable.
 1. CCIT and Natural Science Engineering Technology are working on an Achieving the Dream grant: Middle-Skill STEM Pathways Initiative
 2. Creating and implementing a collaborative lab environment classroom as a way of getting students engaged in learning something together where they collaborate with each other and use each other's resources and skills.
 3. Summer 2016 will host a Women to STEM 4-week program on the Clearwater campus.
 4. The Career Center for Women offer onsite representatives and host workshops for women.
 5. A new AS in Biotechnology Laboratory Technology was added for Spring 2016 and another AS in Biomedical Engineering Technology is awaiting SACSCOC approval.

Part IV. Substitution Waivers for Admissions and Course Substitutions for Eligible Students with Disabilities

Course Substitution Report, Form CSR01

List the number of students with reported and eligible disabilities who received course substitutions as well as the required course(s), substitution(s) provided, and discipline area (i.e., mathematics) by disability type beginning with the fall semester of the preceding academic year.

Disability	Number of students	Required Course(s)	Substituted Course(s)	Discipline Area
Deaf/Hard of Hearing	1	ASL 2	ASL 1510	Communications
Visual Impairment				
Specific Learning Disability	5	MAT 1100	MAT 1033	Math
		MAT 1033	CHM 1025	Math
		MAT 0028	MGF 1107	Math
		MAT 0028	MGF 1107	Math
		MAT 1033	MGF 1107	Math
Orthopedic Impairment				
Speech Impairment				
	1	MAT 1033	MGF 1107	Math

Emotional or Behavioral Disability				
Autism Spectrum Disorder				
Traumatic Brain Injury	1	Foreign Lang.	ASL, Foreign Language Experience	Communications
Other Health Impairment	1	MGF 1106	ECO 2000	Math

How many requests for course substitutions were received and how many substitutions were granted during the preceding academic year? (List the number of requests per semester starting with the fall semester.)

Semester	Number of substitutions requested	Number of substitutions granted
Fall	3	2
Spring	4	2
Summer	5	5
Total	12	9

Part V. Gender Equity in Athletics

(Include and address only if athletic programs are offered by the college)

A. Assessment of Athletic Programs

§1006.71, F.S., gender equity in intercollegiate athletics is applicable to postsecondary institutions offering athletic programs. Florida College System institutions that offer athletic programs shall develop a gender equity plan pursuant to §1000.05, F.S. The plan is to include consideration of equity in sports offerings, participation, availability of facilities, scholarship offerings and funds allocated for administration, recruitment, comparable coaching, publicity and promotion and other support costs. An annual assessment is required and each college president is to be evaluated on the extent to which gender equity goals have been accomplished.

For this part, provide the college's latest Equity in Athletics Disclosure Act (EADA) Survey Federal Report as an appendix.

B. Data Assessment

§1006.71, F.S., requires an assessment of major areas to evaluate the college's progress toward gender equity in athletics.

Provide updates or new information related to sports offerings; participation; availability of facilities; scholarship offerings; funds allocated for administration, recruitment, comparable coaching, publicity and promotions; or other considerations by the college to continue efforts to achieve gender equity. If the college is not in compliance with Title IX, updates must be included in the college's Corrective Action Plan in Part D of this report.

1. Sports offerings and whether they effectively accommodate the interests and abilities of members of both genders: [We currently have 4 women's teams and 2 men's teams.](#)
2. Participation rates, substantially proportionate to the enrollment of males and females: [yes, which is detailed further in the enrollment and athletic participation spreadsheet \(noted below\).](#)
3. Availability of facilities, defined as locker rooms, practice areas, and competitive facilities: [SPC gym sports \(women's volleyball, men's and women's basketball\) all have dedicated locker rooms. Women's tennis participates at an off campus facility. Men's baseball and women's softball are housed at the Clearwater Campus and both teams have designated locker room space.](#)
4. Scholarship offerings for athletes: [Total # of scholarships that are available for women by sport: Volleyball-14, Basketball-15, Softball-18 and Tennis-9. Total # of scholarships that are available for men by sport: Basketball-12 and Baseball-18.](#)
5. Funds allocated for:
 - a. The athletic program overall: [\\$1,577,468](#)
 - b. Administration: [The Athletic Director reports to the Senior Vice President of Student Affairs, who in turn reports to the President.](#)
 - c. Recruitment: [Recruitment is at the discretion of the coach with periodic involvement from the athletic administration. They \(Head Coaches\) all have budgets that they can](#)

- draw from to pay for recruitment, equipment, travel, etc. A complete breakdown in expenses can be seen in the EADA report that's included in this submission.
- d. **Comparable coaching:** SPC has 5 full-time head coaches (Men's basketball, Men's baseball, Women's basketball, Women's softball & Women's volleyball) and one part-time head coach (Women's tennis).
 - e. **Publicity and promotion:** St. Petersburg College Athletics is promoted through multiple channels such as the website (on the athletic page and events calendar), electronic signage that posts game dates/times for our sports, and sandwich boards on campus. Additionally, there are schedules printed per sport that are created and handed out in the community. College staff and coaches use blogs, Twitter, Facebook, and other social media outlets as a way to promote athletics at the college. Lastly, the athletics webpage is being completely revamped by an outside vendor.
 - f. **Other support costs:** The Foundation Department houses college related donations, including athletic monetary support. Additionally, when an athletic team qualifies for state or national tournaments, funding is provided by the Senior Vice President of Student Affairs.
 - g. **Travel and per diem allowances:** allowances are allowed for each team who travels outside of the district and payment for travel comes from within their team budget. Per Diem costs are also allowable when teams travel overnight. Oversight of per diem allotments come via a sign in sheet, where the student verifies receiving money.
 - h. **Provision of equipment and supplies:** is noted in 5 (c) above
 - i. **Scheduling of games and practice times:** Men's and Women's basketball split time in the gym with women's volleyball. However, women's volleyball begins in early August and therefore, there rarely seems to be issues with scheduling between the court sports. Whereas, women's tennis, women's softball, and men's baseball practice and play games off campus with very little interruption to their practice or game schedules.
 - j. **Opportunities to receive tutoring:** Each and every student athlete has access to free tutoring on all campuses, Monday-Thursday 8:00 am-8:00 pm, Friday 8:00 am-3:00 pm, periodic Saturday hours (varies by campus), and closed on Sundays. In addition to tutoring, each head coach requires a specific amount of hours to be spent in study hall (on a weekly basis).
 - k. **Compensation of coaches and tutors:** The athletic department funds partial salaries for all coaches with the exception of the tennis coach, softball coach, and baseball coach-who are paid entirely out of the athletic department. The coaches other percentages of their salaries come from the other departments in which they are assigned to. The tutors are paid out of other departmental funds; not by athletics.
 - l. **Medical and training services:** SPC Athletics recently invested in having an Athletic Trainer at most of their home contests. As for medical services, student athletes not covered by their parents or guardians insurance are covered by SPC's insurance plan.
 - m. **Housing and dining facilities and services:** Student athletes who receive full scholarships (tuition, book stipend, food allowance and housing supplement) have the ability to select and live in housing of their choice. The college does not sign lease agreements for housing. Gibbs and Clearwater Campuses both have college approved food vendors where student athlete may dine if that's their desire.

C. Compliance with Title IX

Using athletic participation data from the latest EADA Survey Federal Report, complete the following table to determine gender equity based on participation rates.

Athletic Participation by Gender Compared to Student Enrollments by Gender for July 1, 2013 through June 30, 2014 and July 1, 2014 through June 30, 2015

	2013/2014			2014/2015			
	Males	Females	Total		Males	Females	Total
Total Number of	37	53	90	Total Number of	37	52	89
Percent of Athletes	41%	59%	100%	Percent of Athletes	42%	58%	100%
Total Number	16407	24511	40918	Total Number	16731	24862	41593
Percent of	40%	60%	100%	Percent of	40%	60%	100%
Record the difference between the percent of athletes and the percent of students enrolled:	1%	-1%		Record the difference between the percent of athletes and the percent of students enrolled:	1.3 %	-1.3%	

Proportionality of Participation

Based on the table, is the percentage of female athletes greater than (or at least within 5 percentage points of) the percent of female students enrolled?

2013-2014: Yes X No ___ **2014-2015: Yes X No ___**

Based on the participation rates of female athletes compared to female enrollments and based on the college’s athletic program assessment as presented in the EADA Survey Federal Report, check at least one component below for assuring that it is in compliance with Title IX, Gender Equity in Athletics:

- Accommodation of interests and abilities
- Substantial proportionality
- History and practice of expansion of sports

D. Corrective Action Plan

If the program is not in compliance, complete the Corrective Action Plan below and specify or update the plan to achieve compliance. Include completion dates for each method and strategy.

Gender Equity in Athletics Component	Planned Actions To Address Deficiencies Found in Athletics	Responsible Person(s) and Contact Information	Time Lines
N/A	N/A	N/A	N/A

Part VI. College Employment Equity Accountability Plan

§1012.86, F.S., Florida College System institution employment equity accountability program requires that each college include in its annual equity update a plan for increasing the representation of women and minorities in senior-level positions, full-time faculty positions, and full-time faculty positions who have attained continuing contract status. The plan must include specific measurable goals and objectives, specific strategies and timelines for accomplishing these goals and objectives, and comparable national standards as provided by the Florida Department of Education.

General information for completing this plan

A. Data, Analysis and Benchmarks

Beginning with this year's annual equity update report, colleges will be provided employment data for the last three years, rather than the last five years. This change is for purposes of maintaining a three-year plan as described in §1012.86(1), F.S. Data to evaluate employment trends for females and minorities in senior level positions (also referred to as Executive/Administrative/Managerial or EAM positions), full-time instructional staff, and full-time instructional staff with continuing contract status are from the Independent Postsecondary Education Data System (IPEDS) Fall Staff Criteria Used for Data Categorization as they have been in the past (previously identified as the EEO-6 Federal Report).

The individual data reports reflect annual employment numbers and percentages by race and gender. The data reports also provide numerical and percentage differences in employment demographics when comparing Fall 2014 with Fall 2015.

NEW! National benchmarks have changed, beginning with this year's report. Previously, data was collected from the American FactFinder Educational Attainment Census Data and reflected persons by race and gender over the age of 25 who had attained a bachelor's degree and master's degree or higher.

Colleges have also been provided with their own student enrollment percentages by race and gender since the 2008-2009 equity update reports. This additional benchmark was added based on feedback that colleges should strive to reflect their student demographics in their employment. Beginning this year, student enrollment data will be used as the benchmark for setting employment goals.

This may require a closer look and evaluation of methods and strategies to attract more minorities and these should be included in your plan.

1. College Full-Time Exec/Administrative/Managerial Staff

- a. Use the excel table provided to reflect an analysis and assessment of the college's attainment of annual goals and long-range goals for increasing the number of women and minorities in EAM positions. Include and evaluate strategies for addressing underrepresentation.

This year, the College improved in the area of hiring and retention of Exec/Administrative/Managerial Staff for Black Females and Other Minority Males. This year, there is a slight decrease in the Exec/Administrative/Managerial Staff for White Females. Goals continue to focus on increasing numbers for women and minorities as Exec/Administrative/Managerial Staff. Based on the new strategies to align closer to the benchmark for student enrollment data, Exec/Administrative/Managerial Staff goals will alter slightly. The College implemented a strategy to highlight and achieve diversity initiatives by displaying diversity counts for each search after Human Resources approves the vacancy pool.

EAM - Goal Achievement Analysis and Setting Goals

	Actual Data (%) Fall 2014	Actual Data (%) Fall 2015	College Student Population Percent	Stated Goals Fall 2015	Met Goal (Yes/No)	Goals for 2016
Black Female	3.40	5.80	8.83	1.80	Yes	5.8
Black Male	5.90	5.00	4.81	1.20	Yes	5.0
Hispanic Female	2.50	2.50	6.63	1.60	Yes	2.5
Hispanic Male	0.80	0.80	4.59	1.30	No	1.5
White Female	43.20	42.50	37.71	43.00	No	42.5
White Male	40.70	40.00	27.74	47.10	No	40.0
Other Minorities						
Other Minorities Female	1.70	0.80	5.05	2.20	No	2.5
Other Minorities Male	1.70	2.50	3.90	1.80	Yes	2.5
Total Female	50.80	51.70	58.58	48.70	Yes	52.0
Total Male	49.20	48.30	41.42	51.30	No	48.0

- b. Are there new barriers affecting the successful recruitment and/or retention of females and/or minorities? (optional information)

2. College Full-Time Instructional Staff

- a. Use the excel table provided to reflect an analysis and assessment of the college’s attainment of annual goals and long-range goals for increasing the number of women and minorities in full-time instructional positions. Include and evaluate strategies for addressing underrepresentation.

This year, the College improved in the area of hiring and retention of Instructional Other Minority Females. This year, there is a slight decrease in the Instructional Hispanic Males. Based on the new strategies to align closer to the benchmark for student enrollment data, Instructional goals will alter slightly. Goals continue to focus on increasing numbers for women and minorities with Instructional Contracts. The College implemented a strategy to highlight and achieve diversity initiatives by displaying diversity counts for each search after Human Resources approves the vacancy pool.

Instructional - Goal Achievement Analysis and Setting Goals

	Actual Data (%) Fall 2014	Actual Data (%) Fall 2015	College Student Population Percent	Stated Goals Fall 2015	Met Goal (Yes/No)	Goals for 2016
Black Female	4.70	5.00	8.83	1.90	Yes	5.00
Black Male	4.00	4.20	4.81	1.20	Yes	4.50
Hispanic Female	3.20	3.70	6.63	1.40	Yes	4.00
Hispanic Male	1.60	1.60	4.59	2.10	No	2.50
White Female	45.90	45.40	37.71	38.80	Yes	45.00
White Male	35.60	34.90	27.74	49.70	No	35.00
Other Minorities						
Other Minorities Female	1.80	2.40	5.05	2.00	Yes	3.00
Other Minorities Male	2.20	2.90	3.90	2.90	Yes	3.00
Total Female	55.70	56.40	58.58	44.10	Yes	58.00
Total Male	44.30	43.60	41.72	55.90	No	42.00

b. Are there new barriers affecting the successful recruitment and/or retention of females and/or minorities? (optional information)

3. College Full-Time Instructional Staff with Continuing Contract

a. Use the excel table provided to reflect an analysis and assessment of the college's attainment of annual goals and long-range goals for increasing the number of women and minorities in full-time instructional staff with continuing contract positions. Include and evaluate strategies for addressing underrepresentation.

This year, the College improved in the area of hiring and retention of women and minorities with Instructional with Continuing Contracts. This year, there is a slight decrease in the Instructional Continuing Contracts for Hispanic Males. Based on the

new strategies to align closer to the benchmark for student enrollment data, Instructional Continuing Contract goals will alter slightly. Goals continue to focus on increasing numbers for women and minorities with Instructional with Continuing Contracts. The College implemented a strategy to highlight and achieve diversity initiatives by displaying diversity counts for each search after Human Resources approves the vacancy pool.

Instructional with Continuing Contract - Goal Achievement Analysis and Setting Goals

	Actual Data (%) Fall 2014	Actual Data (%) Fall 2015	College Student Population Percent	Stated Goals Fall 2015	Met Goal (Yes/No)	Goals for 2016
Black Female	4.00	4.70	8.83	1.90	Yes	5.00
Black Male	4.00	3.90	4.81	1.20	Yes	4.00
Hispanic Female	3.60	4.30	6.63	1.40	Yes	4.50
Hispanic Male	2.00	2.00	4.59	2.10	No	2.50
White Female	44.20	44.10	37.71	38.80	Yes	44.00
White Male	35.80	35.20	27.74	49.70	Yes	35.00
Other Minorities						
Other Minorities Female	2.40	2.30	5.05	2.00	Yes	2.50
Other Minorities Male	4.00	3.50	3.90	2.90	Yes	3.50
Total Female	54.20	55.50	58.58	44.10	Yes	55.50
Total Male	45.80	44.50	41.42	55.90	No	44.50

b. Are there new barriers affecting the successful recruitment and/or retention of females and/or minorities? (optional information)

B. Evaluations of Employment Practices – Evaluations of Key Personnel and Presidents

1) Provide a summary of the results of the evaluation of department chairpersons, deans, provosts, and vice presidents in achieving employment accountability goals. The summary should also briefly describe the remedial steps to be taken when staff evaluations yield unsatisfactory progress toward meeting intended goals.

On an annual basis, Administrative & Professional personnel are evaluated for, among other things, their demonstrated commitment to equity. Specifically, the evaluation

form requires the following: “Describe your efforts and successes in implementing the annual and long-term goals and objectives of the college’s Equity Plan.” In cases where there does not appear to be progress, the matter is evaluated to determine what factors may be hindering that (such as difficulty recruiting a specific demographic for particular field/discipline). When vacancies occur, the department is expected to partner with Human Resources to develop appropriate recruitment strategies. Employees are also encouraged to utilize training courses through the College’s Professional Development website and the Corporate Training offerings to support development plans.

- 2) Provide a summary of the college’s board of trustees’ annual evaluation of the performance of the president in achieving the annual and long-term goals and objectives of the employment equity plan.

The President provides leadership to assure the College addresses equity issues required by the State and in bringing forth a report to the Board of Trustees communicates goals and performance in this area. The most recent performance evaluation of Dr. William D. Law is sated June 15, 2015. Dr. William D. Law, Jr. continued to achieve high scores from the members of the Board of Trustees.

C. Additional Requirements

The college should complete the following related to additional processes required by §1012.86, F.S. The Signature Page of this report will suffice as certification of each. Use space as needed.

- 1) The college maintains diversity and balance in the gender and ethnic composition of the selection committee for each vacancy. Yes No

Include below a brief description of guidelines used for ensuring balanced and diverse membership on selection and review committees.

The College mission requires the employment of staff and faculty who possess and share the philosophy and values of a college that is dedicated to excellence and equality of opportunity. In order for St. Petersburg College to serve best the community, it must employ the talents and resources of qualified people representative of diverse segments of its community. Committee membership shall be composed of College Staff in budgeted positions and, in some cases, appropriate persons from the community. The committee must include an appropriate representation of race and gender. The committee membership may be representative of the College’s service area.

Position vacancies that are subject to a screening committee:

Regular full-time faculty (Instructional, counselors, librarians) positions, and Administrative and professional positions whose primary purpose is that of

instruction or student services. The president periodically will certify to Human Resources an updated list of those positions requiring a screening committee.

2) Briefly describe the process used to grant continuing contracts.

In order to be eligible for a continuing contract, full-time faculty shall meet the following requirements: Complete the minimum years of satisfactory service as provided for in the Board of Trustees' Rule 6Hx23-2.21; Complete a minimum of at least five (5) years of satisfactory service, based on established criteria set herein, during a period not in excess of seven (7) years, except as provided for herein at Section III, herein." In all cases, such service shall be continuous except for leave duly authorized and granted.

3) Briefly describe the process used to annually apprise each eligible faculty member of progress toward attainment of continuing contract status.

Receive based on the recommendation of the President and the approval of the Board based on successful performance of duties and demonstration of professional competence as developed by the Collaborative Committee on Faculty Evaluation and adopted by the Faculty Governance Organization and College administration, and utilizing the following criteria:

- Quantifiable measured effectiveness in the performance of faculty duties;
- Continuing professional development;
- Currency and scope of subject matter knowledge;
- Relevant feedback from students, faculty and employers of students;
- Service to the department, college, and community; and,
- Demonstrated and measurable contribution to student success.

Additional criteria developed by a collaborative committee on Faculty Evaluation and adopted by the Faculty Governance Organization and College administration may include:

- Educational qualifications and efficiency;
- Capacity to meet the educational needs of the community; and
- The length of time the duties and responsibility of this position are anticipated to be needed.

Each employee under a continuing contract shall be subject to a periodic post-award performance review. Periodic reviews of continuing contract faculty shall be conducted using the criteria under this Procedure.

A full-time faculty employee under continuing contract may be terminated or returned to an annual contract based on (1) a documented failure to meet post-award performance criteria, in which case such faculty member's evaluation shall

include notice of the need for a performance improvement plan, or, (2.) for cause in accordance with college policies and procedures upon recommendation by the President and approval by the Board. In order to provide for a transition period for full-time faculty in the process of being considered for continuing contracts, full-time faculty being considered for an award of a continuing contract during the 2014-15 fiscal year are exempt from time requirements in regard prior satisfactory years of service for purposes of determining eligibility for a continuing contract.

- 4) Briefly describe the college's budgetary incentive plan to support and ensure attainment of the employment equity accountability goals. Include how resources will be allocated to support the implementation of strategies and the achievement of goals in a timely manner.

The College has an advertising budget that is used to nationally recruit executive administrators and faculty in departments where minorities are underrepresented. There are also Staff and Program Development budgets that allows for Staff and Program development initiatives related to enhancing teaching performance. SPC's Center of Excellence for Teaching and Learning (CETL) spearheads faculty professional development that aligns with the College's priority for equity. The College utilizes Staff and Program Development funds to conduct comprehensive faculty in-service training conferences each year. The conferences cover a wide range of topics relative to faculty teaching and learning strategies for improved performance. These sessions are applicable to all faculty including those eligible for continuing contract.

- 5) Salary Information: Include the salary ranges in which new hires were employed compared to the salary ranges for employees with comparable experience and qualifications as required in §1012.86 (2)(b)(5), F.S. For comparison purposes, the following table may be used; however, the college may create a similar table that includes this information.

Note: Salary information is requested only for new hires. New hire information can be found in your Fall Staff Survey IPEDS report. Race and gender information is not required; however, the college may choose to include additional information for purposes of diversity analysis.

Position descriptions within the college's salary schedule reflect the desired qualifications and experience relative to specific positions.

Salary Information

Job Classifications	Existing Employee	New Hire	Grand Total
21 - Management Occupations	119	1	120
25 - Instruction	357	24	381
Grand Total	476	25	501

Annual Salary	21 - Management Occupations		25 - Instruction		Grand Total
	Existing Employee	New Hire	Existing Employee	New Hire	
45000-54999	4		24	2	30
55000-64999	13	1	75	13	102
65000-74999	21		97	7	125
75000-84999	9		82	2	93
Total Comparison	47	1	278	24	350

* IPEDS definition of *New Hires*:

“The part that is collected on new hires from degree-granting institutions that have 15 or more full-time staff has the following reporting requirement: includes full-time permanent new hires on the payroll of the institution between July 1 and October 31, 2015 either for the first time (new to the institution) or after a break in service AND who are still on the payroll of the institution as November 1, 2015.”

Part VII. Signature Page

**FLORIDA EDUCATIONAL EQUITY ACT
2015/2016 ANNUAL EQUITY UPDATE REPORT
*Signature Page***

St. Petersburg College

(name of institution)

The college ensures that §1000.05, F.S. and §1012.86, F.S., and implementing Rules 6A-19.001-.010, F.A.C., referenced in this report are properly implemented and that this institution prohibits discrimination against students, applicants for admission, employees or applicants for employment on the basis of race, color, ethnicity, national origin, gender, pregnancy, disability, age or marital status.

The college has developed policies and procedures for providing reasonable substitutions for admission, graduation, study program admission and upper-division entry for eligible students with disabilities as required by §1007.264 and §1007.465, F.S., and for implementing Section 504 of the Rehabilitation Act of 1973.

The institution is in compliance with the identified components of the athletic programs, as required by Title IX, the Florida Educational Equity Act, §1006.71, F.S., Gender Equity in Intercollegiate Athletics, and, where not compliant, the college has implemented a corrective action plan. (Applicable for institutions with athletic programs)

The college actively implements and monitors the Employment Equity Accountability Plan and certifies compliance with all statutory requirements of §1012.86, F.S.

Name (Equity Officer)

Date

Name (College President)

Date

Name (Chair, College Board of Trustees)

Date


This concludes the Annual Equity Update Report for 2015/2016.

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April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: WorkNet Pinellas, Inc. d/b/a CareerSource Pinellas – Training Agent Agreement

Confirmation is sought for an Agreement entered into, subject to the Board of Trustees' approval, with WorkNet Pinellas, Inc. d/b/a CareerSource Pinellas (CareerSource) whereby the College will provide training to those eligible individuals sent to SPC by CareerSource staff working in the One-Stop Centers for CareerSource in Pinellas County. Permission is also sought to enter into any extensions or amendments, as may be necessary.

Under the terms of the Agreement, CareerSource will provide funding for certain training of eligible individuals under Title I of the Workforce Investment Act and other special project training funds to St. Petersburg College as the Training Agent for payment of tuition, fees, materials and supplies. The Agreement period commenced April 1, 2016 and will continue for the period of one year. The estimated revenue that may be received during this time is approximately \$275,000.


Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; and Jason Krupp, Director of Workforce Services, recommend approval.

jk0407162

April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Florida Department of Health – Emergency Medical Services Matching Grant
(Simulation Portable Recording System)

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Health, by St. Petersburg College for the Emergency Medical Services (EMS) Matching Grant Program. Permission is also sought to accept an estimated \$13,750 in funding over a one-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.

The purpose of the funding is to improve and expand EMS programs statewide, specifically those that: 1) provide or effect direct services to emergency victims; 2) train the public, first responders, law enforcement personnel, EMS and other healthcare staff; or 3) enhance quality assurance, management and administrative aspects of the field. In alignment with SPC's simulation initiative and to enhance the training and educational experience of SPC's EMS certificate, degree and continuing education students, the College will use the funding to support the purchase a portable recording system that visually documents each student's involvement with the simulators.

The estimated period of performance will be from April 1, 2016 through March 31, 2017. The total project budget is projected to be \$13,750 over a one-year period, including a \$10,312.50 award and a \$3,437.50 match contributed by the College. As a stipulation of the funding, SPC is required to provide a 25% cash contribution to cover the cost of the equipment. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; Eric Carver, Interim Provost Health Education Center; and Nerina Stepanovsky, EMS Program Director, recommend approval.

Attachment
ks0407162

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

Date of BOT Meeting: April 19, 2016

Funding Agency or Organization: Florida Department of Health

Name of Competition/Project: Emergency Medical Services (EMS)
Matching Grant (Simulation Portable
Recording System)

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 4/1/16 **End:** 3/31/17

Administrator: Eric Carver

Manager: Nerina Stepanovsky

Focus of Proposal:

To address the need for highly skilled pre-hospital personnel St. Petersburg College's (SPC) Emergency Medical Services (EMS) Program seeks to expand the experiences and training of students through enhanced simulation. Simulation at SPC will be used as a tool to mirror, anticipate or amplify real situations with guided experiences, providing more of an experiential learning opportunity than instruction through learning technology. SPC is proposing to purchase an Advanced Portable ETC Pro+ which allows instructors to link to two simulators at once and capture multiple log files within a single recording session. The use of simulation emphasizes outcome-based over process-based education, promoting better preparation of healthcare workers. It will also assist with competency verification for employed healthcare providers attending continuing education classes.

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.)

Supplies	\$ 1,250.00
Equipment	<u>\$ 12,500.00</u>
Total Budget	\$ 13,750.00

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 13,750.00
Total amount from funder:	\$ 10,312.50

Amount/value of match: Cash: \$3,437.50 (*covering 25% of supplies and equipment*)
In-kind: N/A


Required match or cost sharing:	No	Yes X
Voluntary match or cost sharing:	No X	Yes
Source of match/cost sharing:	EMS Program equipment budget & HEC Campus budget	
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. Innovation
Strategic Initiative(s):	<ol style="list-style-type: none"> 1. Classroom Experience

April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Florida Department of Health – Emergency Medical Services Matching Grant
(Adult Wireless Mannequin Simulator)

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Health, by St. Petersburg College for the Emergency Medical Services (EMS) Matching Grant Program. Permission is also sought to accept an estimated \$65,097 in funding over a one-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.

The purpose of the funding is to improve and expand EMS programs statewide, specifically those that: 1) provide or effect direct services to emergency victims; 2) train the public, first responders, law enforcement personnel, EMS and other healthcare staff; or 3) enhance quality assurance, management and administrative aspects of the field. In alignment with SPC's simulation initiative and to enhance the training and educational experience of SPC's EMS certificate, degree and continuing education students, the College will use the funding to support the purchase a full body wireless adult mannequin unit that mimics true human responses during simulation exercises. Simulation will be used as a tool to mirror, anticipate, or amplify real-world situations with guided experiences, providing more of an experiential learning opportunity than instruction through learning technology.

The estimated period of performance will be from April 1, 2016 through March 31, 2017. The total project budget is projected to be \$65,097 over a one-year period, include a \$48,822.75 award and a \$16,274.25 match contributed by the College. As a stipulation of the funding, SPC is required to provide a 25% cash contribution to cover the cost of the equipment. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; Eric Carver, Interim Provost Health Education Center; and Nerina Stepanovsky, EMS Program Director, recommend approval.

Attachment
ks0407162

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

Date of BOT Meeting: April 19, 2016

Funding Agency or Organization: Florida Department of Health

Name of Competition/Project: Emergency Medical Services (EMS) Matching Grant (Adult Wireless Mannequin Simulator)

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 4/1/16 **End:** 3/31/17

Administrator: Eric Carver

Manager: Nerina Stepanovsky

Focus of Proposal:

To address the need for highly skilled pre-hospital personnel St. Petersburg College's (SPC) Emergency Medical Services (EMS) Program seeks to expand the experiences and training of students through enhanced simulation. Simulation at SPC will be used as a tool to mirror, anticipate or amplify real situations with guided experiences, providing more of an experiential learning opportunity than instruction through learning technology. SPC is proposing to purchase a METIman Pre-Hospital Full-Body Adult Wireless Mannequin Simulator which offers portable and realistic model-driven simulation mimicking true human responses. The use of simulation emphasizes outcome-based over process-based education, promoting better preparation of healthcare workers. It will also assist with competency verification for employed healthcare providers attending continuing education classes.

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.)

Supplies	\$ 545.00
Equipment	<u>\$ 64,552.00</u>
Total Budget	\$ 65,097.00

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$ 65,097.00

Total amount from funder: \$ 48,822.75

Amount/value of match:

Cash: \$16,274.25 (*covering 25% of supplies and equipment*)

In-kind: N/A

Required match or cost sharing:

No Yes X

Voluntary match or cost sharing:

No X Yes

Source of match/cost sharing:

EMS Program equipment budget & HEC
Campus budget

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):

1. Student Focus
2. Academic Excellence
3. Innovation

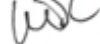
Strategic Initiative(s):

1. Classroom Experience

April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Achieving the Dream – Student Financial Empowerment Project

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to Achieving the Dream, by St. Petersburg College for the Student Financial Empowerment Project Grant. Permission is also sought to accept an estimated \$25,000 in funding over a two-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.

Achieving the Dream (ATD), in partnership with OneMain Financial (OneMain), are seeking to identify promising strategies to empower students to improve their short-term and long-term financial health. In response to this goal, St. Petersburg College's (SPC) Student Financial Empowerment Project will assist the College to increase the financial literacy and empowerment of students, targeting those currently receiving or considering financial aid. With guidance from ATD, SPC will develop a comprehensive outreach strategy building off the College's *It's MY FUTURE program*, which seeks to help ensure that college students understand the financial implications of their financial aid decisions, the array of choices they have and the importance of debt management. The expansion of these efforts will increase attainment of the program's goals of lowering student borrowing levels and delinquency and default rates. With the additional manpower and support garnered through this grant, the program will reach a considerably larger audience and allow for more targeted and in-depth outreach. During the initial three months SPC will engage in a work plan development process, led by ATD and OneMain to select an empowerment strategy, outcome measures and budget.

The estimated period of performance will be from April 1, 2016 through March 31, 2018. The total project budget is projected to be \$25,000 over a two-year period. See attached Information Summary for additional information.

Tonjua Williams, Senior Vice President, Student Support Services; Suzanne L. Gardner, General Counsel; Michael Bennett, Associate Vice President Financial Assistance Services; and Lee Ann Wolfenden, Scholarship Coordinator, recommend approval.

Attachment
ks0406162

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

Date of BOT Meeting: April 19, 2016

Funding Agency or Organization: Achieving the Dream

Name of Competition/Project: Student Financial Empowerment Project

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 4/1/16 **End:** 3/31/218

Administrator: Michael Bennett

Manager: TBD

Focus of Proposal:

Achieving the Dream (ATD), in partnership with OneMain Financial (OneMain), are seeking to identify promising strategies to empower students to improve their short-term and long-term financial health. ATD and OneMain will assist five community colleges to integrate financial education into the college experience through the implementation of financial empowerment programs. Over the course of two years the institutions, with the guidance from ATD, will research and choose a financial empowerment strategy, implement the strategy and outcomes measures, implement the work plan and assess the success of the project. Potential empowerment strategies may include, but are not limited to: 1) offering personal financial coaching; 2) developing and integrating financial literacy modules in first year experience courses; and 3) providing financial education workshops. The grant will allow SPC to enhance its existing financial literacy programming the *It's MY FUTURE* initiative, which seeks to help ensure that college students understand the financial implications of their decisions, the array of choices they have and the importance of debt management.

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.)

The budgeting of the \$25,000 award will be a part of the work plan development process in conjunction with Achieving the Dream and OneMain Financial, if awarded, as was not a required element of the application. It is anticipated that the funding would support a staff member hours dedicated to the It's MY FUTURE campaign, as well as other associated costs such as travel, materials and supplies.

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$ 25,000

Total amount from funder: \$ 25,000

Amount/value of match:

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

Required match or cost sharing:
Voluntary match or cost sharing:
Source of match/cost sharing:
Negotiated indirect cost:
(Fixed) administrative fee:
Software/materials:
Equipment:
Services:
Staff Training:
FTE:
Other:

No X Yes
No X Yes
N/A
N/A
N/A
N/A
N/A
N/A
N/A
N/A
N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):

1. Student Focus
2. Academic Excellence
3. Outstanding Service

Strategic Initiative(s):

1. Outreach
2. Student Engagement
3. Student Support

April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: U.S. Department of Labor Employment and Training Administration—H-1B TechHire Partnership

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 St. Petersburg College for the H-1B TechHire Partnership Grant. Permission is also sought to accept an estimated \$4,000,000 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.

The purpose of the TechHire initiative, known locally as *Exploratory Labs (E-Labs)*, is to increase middle and high skilled employment for out of school youth and young adults in targeted industries that rely heavily on H-1B visas, including Information Technology, Healthcare, Financial and Professional Services, and Advanced Manufacturing. This innovative program bridges the gap between education and sustainable employment by imparting critical technological and employability skills through short-term, intensive training developed and taught by leading industry employers. The program also provides wraparound support services and coaching to strengthen participant success. Building upon the successful Exploratory Labs program piloted in partnership with SPC in 2015, *E-Labs* will scale out to the broader Tampa Bay region with satellite programs led by Consortium partner colleges Pasco Hernando State College and State College of Florida Manatee Sarasota, serving a total of 1,000 individuals across six counties.

At the core of *E-Labs* is a Consortium of public-private partnerships which includes educational institutions, Workforce Investment Boards, and employers invested in participants gaining job opportunities through internships, Registered Apprenticeships, on-the-job-training, and direct employment.

The estimated period of performance will be from June 1, 2016 through May 31, 2020. The total project budget is estimated to be \$4,000,000 over a four-year period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; and James Connolly, Director, Workforce and Professional Development, recommend approval.

Attachment
jm0407162

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

Date of BOT Meeting: April 19, 2016

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

Name of Competition/Project: TechHire

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 6/1/16 **End:** 5/31/20

Administrator: James Connolly

Manager: TBD

Focus of Proposal:

The mission of the TechHire *Exploratory Labs (E-Labs)* Consortium, led by St. Petersburg College, is to bridge the technology and employability skills gap to promote middle and high skilled employment in industries heavily impacted by H-1B visas, namely Information Technology, Healthcare, Financial and Professional Services, and Advanced Manufacturing. *E-Labs* is an innovative, short-term, intensive training and mentoring program that leverages and builds upon the success of the pilot Exploratory Labs, which was developed by H-1B employers and boasts a job placement success rate of 80% for participants. *E-Labs* anticipates providing education, training, and support services to more than 1,000 participants over a 4 year period, focusing on out-of-school young adults ages 17-29 and a small cohort of older incumbent or underemployed workers.

To achieve its mission, the *E-Labs* Consortium will engage in the following activities: 1) scaling out of the *E-Labs* program across six counties in the Tampa Bay, FL, region; 2) increasing employability of target populations through short-term and accelerated technology and workplace skills training; 3) decreasing employment barriers by providing intensive coaching and aligning support service offerings; 4) increasing engagement of employers in curriculum development and delivery of programming to improve student connections and maintain cutting edge skills; 5) expanding partnerships and improving outreach and communication between industry, education and the workforce development system through integrated program strategies.

The core *E-Labs* Consortium includes: Pasco-Hernando State College, State College of Florida Manatee-Sarasota, CareerSource Suncoast, CareerSource Pasco Hernando, the Tampa Bay Technology Forum, Tech Data, Agile Thought, and Valpak. Twenty-three employers and employer associations have committed time and resources to the program thus far to support training and employment efforts.

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	\$ 951,373
Fringe	\$ 327,282
Subcontracts (PHSC and SCF)	\$ 1,699,998
Travel	\$ 35,678
Supplies	\$ 35,000
Contractual	\$ 717,442
Other	\$ 54,000
Indirect Costs	<u>\$ 179,227</u>
Total Budget	\$ 4,000,000

Funding:

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

\$ 4,000,000

Total amount from funder:

\$ 4,000,000

Amount/value of match:

Cash: N/A

In-kind: \$1,505,343 (*covering Leveraged Resources only, including training costs from partner employers and unreimbursed indirect costs from SPC, PHSC, and SCF*)

Required match or cost sharing:

No Yes X

Voluntary match or cost sharing:

No X Yes

Source of match/cost sharing:

Leveraged Resources

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):

1. Student Focus
2. Innovation
3. Partnership

Strategic Initiative(s):

1. Community Initiatives
2. Engagement Beyond the Classroom
3. College Experience Student Success Initiative

April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Florida Department of Education, Office of Domestic Security—Emergency Notification Technology for Public Universities and Colleges Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Education, Office of Domestic Security, by St. Petersburg College for the Emergency Notification Technology for Public Universities and Colleges Program grant. Permission is also sought to accept an estimated \$120,000 in funding over a one and a half-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.

St. Petersburg College is applying for funding to support the build out of its Mass Emergency Alert Notification System. The purpose of the program is to purchase and install emergency notification hardware that will enhance the College's ability to send and receive alert notifications. The first phase of the project is for the purchase and installation of blue light emergency call centers at several campuses. The second phase of the project will be to hard wire the emergency communication devices to enhance the current alert system. These hard wired centers will allow for individuals to notify response personnel of an emergency situation in real time. These devices can serve as notification devices to communicate with local police, emergency personnel or College emergency responders to enhance communication of and response to an emergency incident.

The College has received funding to support various phases of its Emergency Notification Plan since 2008. The Emergency Notification Technology project was originally awarded in 2010 through the FLDOE's State Homeland Security Grant.

The estimated period of performance will be from June 1, 2016 through December 31, 2017. The total project budget is expected to be \$120,000 over the project period. See attached Information Summary for additional information.

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; Suzanne L. Gardner, General Counsel; and Daniel Barto, Director, Security, Risk Management Services and Safety Operations, recommend approval.

Attachment
js0406162

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

Date of BOT Meeting: April 19, 2016

Funding Agency or Organization: Florida Department of Education, Office of Domestic Security

Name of Competition/Project: Emergency Notification Technology for Public Universities and Colleges Program

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 6/1/16 **End:** 12/31/17

Administrator: Doug Duncan

Manager: Dan Barto

Focus of Proposal:

SPC has complied with federal mandates by the National Incident Management System (NIMS) by establishing both a College Emergency Response Committee and campus emergency response teams. Through the Emergency Notification Technology for Public Universities and Colleges program, SPC will be able to purchase and install - through 2 separate project submittals - emergency notification centers and hardwired devices. One project provides for the purchase and installation of blue light emergency communication systems on several campuses. The second submittal provides for notification hardware to be purchased and installed in key locations (such as computer labs, class rooms, libraries and Associate Provosts offices). These devices will enhance the current college alert system and allow 2-way communications between the college response agents or emergency first responders. Accurate information can be sent almost instantaneously to responders reducing response times and enhancing safety.

Budget for Proposal:

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

Equipment	<u>\$120,000.00</u>
Total Budget	\$120,000.00

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$120,000.00
Total amount from funder:	\$120,000.00

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	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:


- Value(s):
1. Outstanding Service
 2. Innovation

- Strategic Initiative(s):
1. Marketing & Strategic Communications

April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: U.S. Department of Justice: Office of Juvenile Justice and Delinquency Prevention – Internet Crimes Against Children Task Force National Training Program – Officer Wellness Training

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP) 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 this grant is to provide training to the national network of 61 Internet Crimes Against Children (ICAC) task forces and affiliated federal, state, and local law enforcement and prosecutorial agencies engaged in investigations, forensic examinations, and prosecutions related to technology-facilitated child sexual exploitation, in four training categories identified by OJJDP. Specifically, this funding will allow CPSI to develop and deliver Officer Wellness training (Category Four) to assist law enforcement, police agency command staff, prosecutors, and mental health professionals in identifying and managing vicarious trauma due to long-term and repeated exposure to child exploitation images as part of their work responsibilities. Deliverables include developing traditional classroom instruction and distance/online learning technologies; maintaining a cadre of national, state, and local level experts/instructors; developing curricula responsive to constantly evolving technological advances; and conducting evaluation and assessment of training outcomes.

The estimated period of performance will be from October 1, 2016 through September 30, 2017. Anticipated revenue to the College will be approximately \$487,898 during a one-year period. See attached Information Summary for additional information.

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

Attachment
el0407162

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

Date of BOT Meeting: April 19, 2016

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

Name of Competition/Project: Internet Crimes Against Children Task Force National Training Program

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/16 **End:** 9/30/17

Administrator: Scott Fronrath

Manager: Eileen LaHaie

Focus of Proposal:

St. Petersburg College’s Center for Public Safety Innovation (CPSI) will provide training to the national network of 61 Internet Crimes Against Children (ICAC) task forces and affiliated federal, state, and local law enforcement and prosecutorial agencies engaged in investigations, forensic examinations, and prosecutions related to technology-facilitated child sexual exploitation. Specifically, this funding will allow CPSI to develop and deliver Officer Wellness training to assist law enforcement, police agency command staff, prosecutors, and mental health professionals in identifying and managing vicarious trauma due to long-term and repeated exposure to child exploitation images as part of their work responsibilities. Deliverables include developing traditional classroom instruction and distance/online learning technologies; maintaining a cadre of national, state, and local level experts/instructors; developing curricula responsive to constantly evolving technological advances; and conducting evaluation and assessment of training outcomes.

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	\$ 144,013
Fringe	\$ 50,406
Travel	\$ 41,616
Supplies	\$ 1,500
Consultants/Contractors	\$ 193,806
Other Costs	\$ <u>56,557</u>
Total Budget	\$ 487,898

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$ 487,898
Total amount from funder: \$ 487,898
Amount/value of match: Cash: N/A
In-kind: N/A

Required match or cost sharing: No Yes
Voluntary match or cost sharing: No 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: (20% Grant Accountant Salary/Benefits) \$18,510

College Values and Strategic Initiatives Addressed:

Value(s): 1. Partnership
Strategic Initiative(s): 1. Community Initiatives

April 19, 2016

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: U.S. Department of State: Bureau of International Narcotics and Law Enforcement Affairs (INL) – Model Precinct/Smart Policing Training Project for El Salvador

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of State, Bureau of International Narcotics and Law Enforcement Affairs (INL) 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 this 3-year grant is to support the El Salvador National Police (PNC) and their ongoing, comprehensive model police precinct program throughout the country by providing training to assist the PNC implement successful crime prevention strategies and adopt modern, proactive policing strategies that prevent crime and violence, especially gang-related. This funding will allow CPSI to oversee and coordinate the delivery of 175 face-to face courses in El Salvador and the United States as directed by the INL Senior Police Advisor. INL will select and vet student participants in consultation with the Director General of the National Police. The INL training program for Central American Police Officers includes Intelligence-Led Policing; Basic and Advanced Community Policing; Citizen Contacts, Collection of Information, Processing and Analysis of Information and Intelligence Cycles; and Computer Statistics (COMPSTAT), and Trauma Informed Sexual Assault Investigations. All logistics including training venues, translation services, contractor coordination, instructor selection and travel will be the responsibility of CPSI.

The estimated period of performance will be from October 1, 2016 through September 30, 2019. Anticipated revenue to the College will be approximately \$3,200,000 over a three-year period. See attached Information Summary for additional information.

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

Attachment
el0407162

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

Date of BOT Meeting: April 19, 2016

Funding Agency or Organization: U.S. Department of State: Bureau of International Narcotics and Law Enforcement Affairs (INL)

Name of Competition/Project: Model Precinct/Smart Policing Training Project for El Salvador

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/16 **End:** 9/30/19

Administrator: Scott Fronrath

Manager: Eileen LaHaie

Focus of Proposal:

St. Petersburg College’s Center for Public Safety Innovation (CPSI) will support the El Salvador National Police (PNC) and their ongoing, comprehensive model police precinct program throughout the country by providing training to assist the PNC implement successful crime prevention strategies and adopt modern, proactive policing strategies that prevent crime and violence, especially gang-related. CPSI will oversee and coordinate the delivery of 175 face-to face courses in El Salvador and the United States as directed by the INL Senior Police Advisor. The INL training program for Central American Police Officers includes Intelligence-Led Policing; Basic and Advanced Community Policing; Citizen Contacts, Collection of Information, Processing and Analysis of Information and Intelligence Cycles; and Computer Statistics (COMPSTAT), and Trauma Informed Sexual Assault Investigations.

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	\$ 417,177.62
Fringe	\$ 129,972.18
Travel	\$ 22,167.00
Supplies	\$ 2,160.00
Consultants/Contractors	\$ 2,580,080.00
Other Costs	\$ 48,356.00
Total Budget	\$ 3,199,912.80

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$ 3,199,912.80

Total amount from funder: \$ 3,199,912.80

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

Required match or cost sharing: No Yes

Voluntary match or cost sharing: No 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: (15% Grant Acct Salary/Benefits for 3 yrs) \$41,956

College Values and Strategic Initiatives Addressed:

Value(s): 1. Partnership

Strategic Initiative(s): 1. Community Initiatives

April 19, 2015

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”, “BOT” and “ITB” stand for the State Board of Education, the St. Petersburg College Board of Trustees, and Invitation to Bid, respectively.

The listing is by Purchase Order Number:

- 1. P.O. #97827– Prolifics Application Services Inc** – This is in the amount of **\$93,896.00** For consultant fee for Bhavik Patel to assist and provide support as application lead for new project development in PeopleSoft from 1/4/2016-6/30/2016. **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.
- 2. P.O. #98049– Zebra Mats** – This is in the amount of **\$68,000.00** For wall inserts and installation for the Defensive Tactics Lab Room resurface. **This is grant funded.** **Authority:** SBE & BOT Rule 6Hx23-5.12, State Bid 6A-14.0734 Awarded **Recommended** by Andrea Henning, Collaborative Labs Executive Director, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.
- 3. P.O. #98107– Hartman Integration Inc** – This is in the amount of **\$40,621.27** For equipment and installation. **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:

NA

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

NA

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 Joe C. Smith, Director of Procurement, Asset Management and Auxiliary Services.
PAS080615

April 19, 2016

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. Modification to the Affiliation Agreement with **Adventist Health System/Sunbelt, Inc. d/b/a Florida Hospital, Heartland Medical Center and Florida Hospital, Wauchula** to provide clinical experience to students in various health related programs. This modification will add Health Service Administration and Health Information Technology Programs to the current Agreement, which continues through December 31, 2017. There is no cost to the College. This item was approved by Anne Cooper on January 13, 2016. Department—Health Service Administration & Health Information Technology
2. Agreement with **Bayfront HMA Medical Center, LLC dba Bayfront Health** to place students who are completing their AS degree in Information Technology in IT credit internships at BayFront Health. The Agreement will commence as soon as possible and will continue for the period of three years. This item was approved by Anne Cooper on February 25, 2016. Department—College of Computer & Information Technology
3. Agreement with **CAE Healthcare, Inc.** to provide maintenance and support for the simulation equipment used for training students in the Nursing Program. 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 \$19,292. This item was approved by Anne Cooper on February 28, 2016. Department—College of Nursing
4. Agreement with **Design Science** to provide a license for the MathType software that will assist Math Department faculty in writing equations within a number of different types of formats. 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 \$1,670.34. This item was approved by Anne Cooper on February 24, 2016. Department—Mathematics

5. Agreement with **eIntern** that will allow the College to place students who are completing their A.S. Degree in Computer Programming in virtual internships that will meet their internship course work requirements to graduate. The Agreement will commence as soon as possible and will continue through May 2017. There is no cost to the College. This item was approved by Anne Cooper on January 6, 2016. Department—College of Computer & Information Technology
6. Agreement with **First Baptist Church of Indian Rocks** to provide the use of its facilities for the College of Nursing Pinning Ceremony to be held May 5, 2016. The cost to the College for this Agreement will be \$5,025. This item was approved by Anne Cooper on March 29, 2016. Department—College of Nursing
7. Agreement with **First Baptist Church of St. Petersburg** to provide the use of its facilities for the Hurricane and Healthcare Conference to be held on March 3, 2016. The cost to the College for this Agreement will be \$2,750. This item was approved by Jesse Coraggio for Anne Cooper on January 26, 2016. Department—CE Health – Workforce Institute
8. Agreement with **First Class Coach Company, Martz Group** to provide transportation for College of Education ESE students attending the District Special Olympics event at Lakewood High School. The cost to the College will be \$887. The event will be on March 12, 2016. This item was approved by Anne Cooper on February 24, 2016. Department—College of Education
9. Agreement with **Florida International University**, College of Engineering & Computing to provide for the articulation SPC's BAS Orthotics and Prosthetics graduates to Florida International University's College of Engineering and Computing for the purpose of earning a Master of Science in Engineering Management at FIU. The Agreement will commence as soon as possible and continue for the period of five years. There is no cost to the College. This item was approved by Anne Cooper on January 4, 2016. Department—Dean, Veterinary Technology
10. Agreement with **Jerid Fox** for the rental of various puppets for the spring production of *Little Shop of Horrors* to be presented April 6-10, 2016. The cost to the College will be \$1,700 plus a refundable deposit of \$500. The deposit will be returned upon receipt of puppets in acceptable condition. This item was approved by Anne Cooper on February 1, 2016. Department—Humanities & Fine Arts, Theater
11. Affiliation Agreement with **HCA Galencare, Inc. d/b/a Northside Hospital** to provide clinical experience to students in the Health Information Technology Program. The Agreement will commence as soon as possible and continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on February 1, 2016. Department—Health Information Technology
12. Affiliation Agreement with **HCA Galencare, Inc. d/b/a Northside Hospital and Tampa Bay Heart Institute** to provide clinical experience to students in the Radiography Program. The Agreement will commence as soon as possible and continue for the period

of three years. There is no cost to the College. This item was approved by Anne Cooper on January 11, 2016. Department—Radiography

13. Affiliation Agreement with **HCA West Florida PPH, d/b/a Palms of Pasadena Hospital** to provide clinical experience and site preceptor for RN Return to Work/Remediation Nursing students in the Continuing Education Health Program at the College. The Agreement will also provide clinical experience to students enrolled in the Physical Therapist Assistant, Radiography, and Nursing Programs at the College. The Agreement will commence as soon as possible and will continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on October 21, 2015. This corrected item is being included on this Quarterly Report as it was revised subsequent to the previous report. Departments—Continuing Education Health, Physical Therapist Assistant, Radiography, and Nursing
14. Agreement with **The School Board of Hillsborough County** and the **Tampa Bay Education Partnership** to collaborate for the identification, facilitation, development, and execution of research projects that will promote student success, community enrichment through education, career development and self-discovery. The goal of this partnership is to use a coordinated approach to align strategies to provide comprehensive services that are mutually beneficial to the partners and the communities that are served. This item was approved by Jesse Coraggio on behalf of Anne Cooper on January 21, 2016. Department—College of Education
15. Amendment to Agreement with the **Institute for Professional Certification and Licensing Education (IPCLE)** to partner to offer online and classroom insurance education courses. The College will retain 17% of student fee revenue and remit 83% to IPCLE. Based on an estimated number of courses to be offered and anticipated student enrollments, the College estimates an annual net revenue of \$34,000. This modification is to remove the provisions related to IPCLE's use of an iContact Annual Subscription which was previously purchased by the College in connection with this Agreement. Under this modification, the College will no longer use iContact as part of this Agreement. The Agreement be ongoing unless terminated by either party. This item was approved by Anne Cooper on February 24, 2016. Department—Workforce and Professional Development
16. Agreement with **Kahn Financial Group** to provide Passport to Retirement classes as part of the Lifelong Learning course offerings. The College will market the course through website and catalog, administrate courses through student registration and fee collection, review and approve course brochure with the use of the SPC logo. Kahn will instruct the course, develop materials, and provide all course materials at no cost to SPC. Kahn will submit all brochures/printed materials for approval for use of the SPC logo. Based on an estimated revenue per class of \$975 and costs of \$120, the net revenue anticipated per class would be approximately \$855. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Jesse Coraggio on behalf of Anne Cooper on January 21, 2016. Department—Lifelong Learning/Recreation
17. Agreement with **Language Express a/k/a ILISA** to provide services such as lodging, transportation, tours, meals etc. associated with the Costa Rica Spanish Theme Study

Abroad Program to be held during May and June 2016. The costs associated with this Agreement are paid by program participants, with the exception of costs for faculty/staff which are paid through the Travel process. This item was approved by Anne Cooper on March 17, 2016. Department—Center for International Programs

18. Affiliation Agreement with **Manatee Memorial Hospital d/b/a Manatee Memorial Hospital and Health System** to provide clinical experience to students in the Respiratory Care Program. The Agreement will commence on August 1, 2016 and continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on January 7, 2016. Department—Respiratory Care
19. Agreement with **PDE Aviation, LLC (PDE)** to partner to offer private pilot ground school instruction. PDE will design, develop and provide instruction for private pilot ground school courses. The College will advertise/market the program, provide classroom space for in-class program delivery and register students. The parties will share 50/50 of the revenue received. The Agreement will commence as soon as possible and continue for the period of one year. The anticipated net revenue to the College, after expenses, is expected to be \$8,000. This item was approved by Anne Cooper on October 22, 2015. This item is included in this Quarterly Report to provide corrected details associated with the Agreement which have changed since the prior Quarterly Report. Department—Workforce Institute
20. Agreement with **Physio-Control, Inc.** to provide technical support and maintenance for the equipment used in the Emergency Medical Services Program. The Agreement will commence as soon as possible and will continue for the period of one year at a cost to the College of \$4,877. This item was approved by Tonjua Williams on March 22, 2016. Department—Emergency Medical Services
21. Agreement with **The School Board of Pinellas County** and the **Pinellas County Education Partnership** to collaborate for the identification, facilitation, development, and execution of research projects that will promote student success, community enrichment through education, career development and self-discovery. The goal of this partnership is to use a coordinated approach to align strategies to provide comprehensive services that are mutually beneficial to the partners and the communities that are served. The Agreement will commence as soon as possible and continue for a period of five years. There is no cost to the College associated with entering into this Agreement. This item was approved by Jesse Coraggio on behalf of Anne Cooper on January 21, 2016. Department—College of Education
22. Agreement with the **Pinellas County Urban League** whereby the College agrees to provide access to Vocational Evaluations and Learn-to-Earn programs and the Urban League will refer Workforce development clients and pay fees related to these services/training programs. There is no cost to the College. The Agreement will commence April 1, 2016 and continue through March 31, 2017. This item was approved by Jesse Coraggio on January 21, 2016. Department – Workforce and Professional Development

23. Agreement with **Reach Consulting** to provide consulting services in conjunction with the preparation of the Accreditation Report and the accreditation site visit for the 2017 re-accreditation of the Physical Therapist Assistant Program. The Agreement will commence as soon as possible and continue through October 1, 2017. The cost to the College for this Agreement will be \$26,400. This item was approved by Anne Cooper on February 22, 2016. Department—Veterinary Technology
24. Agreement with **Select Travel Study** to provide lodging, transportation, meals, tours, etc. for SPC students and faculty participating in the England London Theater Study Abroad Program to be held during the summer term 2016-17. The costs associated with this Agreement are paid by program participants, with the exception of costs for faculty/staff which are paid through the Travel process. This item was approved by Anne Cooper on March 17, 2016. Department—Center for International Programs
25. Affiliation Agreement with **Sentara Healthcare** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence as soon as possible and will continue for the period of one year. Thereafter, the Agreement will continue annually unless terminated by either party. There is no cost to the College. This item was approved by Anne Cooper on January 13, 2016. Department—College of Nursing
26. Agreement with **Southern Sun Cape Sun Hotel** to provide hotel lodging for SPC students and faculty participating in the summer term South Africa Health Administration Study Abroad Program in Cape Town, South Africa. The Agreement will commence July 28, 2016 and continue through August 5, 2016. The costs associated with this Agreement are paid by program participants, with the exception of costs for faculty/staff which are paid through the Travel process. This item was approved by Anne Cooper on February 18, 2016. Department—Center for International Programs
27. Affiliation Agreement with **Tallahassee Medical Center d/b/a Capital Regional Medical Center** to provide a medical surgical clinical site and preceptor for the RN Refresher/Remediation/Return-to-Work students in the Continuing Education Health Nursing Program. The Agreement will commence as soon as possible and will continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on March 24, 2016. Department—Continuing Education Health
28. Agreement with **Typhon Group, LLC** to provide continued maintenance for the software that tracks Orthotic & Prosthetic students' clinical requirements and program competencies. The cost to the College for the continued software maintenance for one year is \$250. Students also pay a one-time system license fee of \$80. This item was approved by Anne Cooper on March 16, 2016. Department—Orthotics & Prosthetics
29. 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 experience regarding pulmonary medicine during Sessions I & II, 2016-17.

The cost to the College for this Agreement will be \$2,000. This item was approved by Anne Cooper on February 11, 2016. Department—Respiratory Care

30. Agreement with the **Unmanned Safety Institute** (USI) to design, develop and host online courses in compliance with FAA guidelines for students interested in pursuing a safety certificate in Unmanned Aircraft Systems (UAS). The online course is a UAS Ground School that yields the safety certificate at a cost per participant of \$625. The College will recruit students and market the course and receive \$105 per student from USI for its services. The total revenue to the College is not know at this time. 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 March 16, 2016. Department—Workforce Institute
31. Agreement with **Weka International, Ltd.** to provide educational programming services for students studying abroad. Weka will provide services in the areas of: transportation booking and management; hotel and accommodation booking and management; meals booking and management; tour guides; booking and ticketing of entrance tickets to various sites and payment services for local services used (such as hotel, transportation and meals). Since the costs for these services are paid by program participants there is no cost to the College associated with this Agreement. The Agreement will commence as soon as possible and continue for one year. This item was approved by Anne Cooper on January 13, 2016. Department—Center for International Programs
32. Agreement with **Weathervane Music Corporation** for a license to use text materials, video materials, audio materials, track sheets, photo materials and the instructor toolkit for the teaching of recording studio techniques. The Agreement will commence as soon as possible and continue through June 30, 2016. The cost to the College for this Agreement will be \$440. This item was approved by Anne Cooper on February 1, 2016. Department—Humanities & Fine Arts

Section B: Major Technology Contracts

33. Agreement with **Apple Financial Services** to lease 2 Apple computers for the Seminole Campus. The lease is for a period of 48 months. The cost to the College for this lease is expected to be approximately \$4,981.72. 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 \$1. Based on the foregoing, the total cost to the College for this lease agreement will not exceed \$4,982.72. Should funds not be appropriated to continue the lease for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 30 days' notice prior to the end of the current fiscal period. This item was approved by the Board based on its approval of the 2015-16 Budget on June 16, 2015. — Doug Duncan

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

None

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

34. Agreement with **Brown and Brown of Florida, Inc.** to continue to provide consulting services to assist the College with the administration of employee benefit plans and the College's communication with employees; provide quarterly claim and utilization review meetings; conduct an actuarial review; consult with the College regarding its wellness program; assist with health care reform compliance; and assist with renewal efforts. The Cost to the College for this period will be \$75,000. This item was approved by Doug Duncan on January 6, 2016. Department—Human Resources/Benefits
35. Agreement with **Custom Benefits Services, Inc.** to provide administrative services for the College's Section 125 Cafeteria Plan which includes the College's Flex Plan and MERP Plan. The Agreement will commence as soon as possible and continue unless terminated by either party with 60 days' notice. The pricing associated with the Agreement is guaranteed for a period of five years. The cost per year is estimated to be approximately \$14,400 with a cost over five years of \$72,000 if the Agreement is continued. Thereafter, additional approval will be sought for costs to continue after the five-year period. This item was approved by Doug Duncan on January 25, 2016. Department—Human Resources
36. Amendment to the Agreement with **Signature Commercial Solutions, LLC** to provide consulting services associated with the Initial HR Upgrade 9.0 to 9.2, People Tools 8.54.09 project. The Agreement is ongoing and the first Statement of Work (SOW), as revised, was to continue through October 3, 2015 at a cost to the College of \$73,800. This Amendment will add second SOW to provide for additional consulting services at an additional cost of up to \$6,750. This item was approved by Doug Duncan on January 12, 2016. Department—Information Systems – AIS
37. Amendment to the Agreement with **Signature Commercial Solutions, LLC** to provide consulting services associated with the Initial HR Upgrade 9.0 to 9.2, People Tools 8.54.09 project. The Agreement is ongoing and the first State of Work (SOW), as revised, was to continue through October 3, 2015 at a cost to the College of \$73,800. The Agreement was subsequently amended to provide for additional consulting services at an additional cost of \$6,750 for a total contract cost of \$80,550. This modification is to add additional consulting services at a cost of up to \$10,125 for total contract cost not to exceed \$90,675. This item was approved by Doug Duncan on February 29, 2016. Department—Information Systems

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

38. Modification to the Agreement with **Access Interpreting Services, LLC** to provide interpreting services for employees at the College. The Agreement is ongoing unless terminated. Expenditure approval for the first year of the Agreement was requested at an amount of \$3,500; however, the cost for interpreting services for employees is much more than previously anticipated. This modification is to advise that the costs through June 20, 2016 will be up to \$27,000. This item was approved by Doug Duncan on March 29, 2016. Department—Human Resources

39. Agreement with **BayCare Health System, Inc.** to provide wellness training programs related to pre-diabetes, nutrition, heart, weight and fitness, and stress management. The Agreement will commence as soon as possible and continue through December 31, 2016. The cost to the College for this Agreement will not exceed \$21,000. This item was approved by Doug Duncan on February 12, 2016. Department—Wellness
40. Renewal Agreement with **Eaton Corporation** to provide its ProActive Service Plan whereby Eaton will provide support and maintenance services for the power quality equipment used in Administrative Information Systems. The Plan includes 8-hour response time; after hours 7 x 24; UPS annual preventive maintenance; remote monitoring; and sealed battery preventive maintenance. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement period will be \$15,200.73. This item was approved by Doug Duncan on February 15, 2016. Department—AIS-DO
41. Agreement with **Maria Edmonds** to continue to provide consulting services associated with the Hispanic Community in Pinellas County that will focus on the development and implementation of programs and services impacting Hispanic SPC students. 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 \$20,000. This item was approved by Tonjua Williams on January 28, 2016. Department—Provost Office, CL
42. Agreement with **Florida Lambda Rail, LLC** to continue the College's membership and services from Florida Lambda Rail which provides the College with access to university research networks, Internet2, SPC Disaster Recovery site and high availability internet connectivity. The Agreement will commence as soon as possible and continue through Marcy 30, 2017. The cost to the College for this Agreement period will be \$33,840. This item was approved by Anne Cooper on March 31, 2016. Department—University Partnership Center
43. Agreement with **Ellen Fontana, CPA** to provide accounting services for the Institute for Strategic Policy Solutions. The Agreement will commence April 1, 2016 and continue through March 31, 2017. The cost to the College for this Agreement will be \$10,500. This item was approved by Anne Cooper on March 30, 2016. Department—Institute for Strategic Policy Solutions
44. Agreement with **Health & Wellness Professionals** to provide wellness screening for the College. The Agreement will commence March 1, 2016 and continue through approximately April 30, 2016. The cost to the College for this Agreement is anticipated to be \$16,554. This item was approved by Doug Duncan on February 12, 2016. Department—Wellness
45. Agreement with **Laurie L. Hill** to provide professional consulting services including marketing, sales and business development for the College's Collaborative Labs. The Agreement will commence as soon as possible and continue through July 11, 2016. The College will pay the consultant \$12,000 over the period of the Agreement. Additionally, the consultant will be paid a commission of 5% based on the Gross Contract Price for any

business for which the engagement occurs pursuant to the terms of the Agreement. The consultant will also be reimbursed for any travel expenses approved by the College in advance and which are subject to the College's travel rules and procedures and Section 112.061, Florida Statutes. This item was approved by Anne Cooper on January 6, 2016. Department—Collaborative Labs

46. Agreement with **Hilton St. Petersburg Carillon Park** to provide the location and food for a reception and dinner for the Employee Appreciation Dinner to be held on March 30, 2016. The estimated cost for the Agreement is \$14,938.28. The actual cost will be determined based on the number of attendees and amount of services needed. This item was approved by Doug Duncan on March 14, 2016. Department—Human Resources
47. Agreement with **LinkedIn Corporation** whereby LinkedIn will create and send a customized in-mail message to their user base using targeting parameters set by Marketing & Strategic Communications which are intended to reach prospective students. Users will receive these messages when they are logged and actively using the LinkedIn system. The cost of the Agreement is \$15,000 and includes three email blasts to be sent by LinkedIn during the month of May. This item was approved by Doug Duncan on March 17, 2016. Department—Marketing & Strategic Communications
48. Agreement with **Ovid Technologies, Inc.** to renew the subscription to the Veterinary Science database which will support the Veterinary Technology Program. 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 \$13,139. This item was approved by Anne Cooper on January 13, 2016. Department—District Library

Section F: Contracts below \$10,000

49. Agreement with **American Registry for Internet Numbers, Ltd. (ARIN)** to provide for the registration, administration, and stewardship of Internet number resources (including registration rights for Internet Protocol ("IP") address space and Autonomous System Numbers used by the College. 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 Doug Duncan on March 23, 2016. Department—Administrative Information Systems
50. Agreement with **American Tower Corporation** (recently given the right to operate and manage Verizon's tower portfolio) whereby the College gives permission for Verizon to sublease its Ground Lease with the College to American Tower or one of its affiliates and retain certain rights to continue using a portion of the Site. This consent will allow Verizon Communications, Inc. and American Tower Corporation to proceed with a Ground Lease Sublease and Leaseback. The College's consent commences as soon as it is given. There is no cost to the College associated with entering into this Agreement. This item was approved by Doug Duncan on March 16, 2016. Department—Information Systems
51. Modification to the Agreement with **Anona United Methodist Church** for the use of the College's Digitorium and adjoining classrooms at the Seminole Campus for Sunday

- morning church activities. This modification will extend the Agreement through September 30, 2016. The College anticipates receiving approximately \$958 per event/day of use during the term of the Agreement. This item was approved by Mark Strickland on January 6, 2016. Department—Provost
52. Agreement with **Apperson Print Resources, Inc.** to provide maintenance for the DataLink 3000 scanner used in the Emergency Medical Services Program. The Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of \$229. This item was approved by Tonjua Williams on March 22, 2016. Department—Emergency Medical Services
 53. Agreement with **Bank of America** to continue to provide PCard Services Program administration based on the terms of the State Term contract between the Florida Department of Management Services and Bank of America. The Agreement includes user based fees and rebate conditions. The user based fees are not applicable to the College and the rebate amount to the College each year is dependent on the total P-Card purchase spending. There is no cost to the College associated with this Agreement. The Agreement will commence as soon as possible and continue through January 4, 2021. This item was approved by Doug Duncan on January 26, 2016. Department—Purchasing
 54. Agreement with **Bright House Networks, LLC** whereby the College agrees to provide access to its HEC site for the installation of cables associated with the National University of Health Sciences clinic on the HEC site. There is no cost to the College associated with entering into this Agreement. NUHS has a separate Agreement with Bright House for the services to be provided. This item was approved by Doug Duncan on March 18, 2016. Department—Information Systems
 55. Agreement with **Career Dimensions, Inc.** for the use of FOCUS 2 Online that allows students to complete a career assessment enabling them to make academic major and career choices. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this Agreement will be \$2,614. This item was approved by Anne Cooper on February 2, 2016. Department—Provost, TS
 56. Agreement with **Citrix Systems, Inc.** to provide GoToMeeting Conference 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 through September 30, 2016. The cost to the College for this Agreement will be \$245. This item was approved by Anne Cooper on March 29, 2015. Department—Florida TRADE, Natural Science
 57. Agreement with **Dell, Inc.** for a standard non-disclosure arrangement between Dell and the College that will apply to information shared between the parties associated with the College's business relationship with Dell. There is no cost to the College. The Agreement will commence as soon as possible and continue unless terminated by either party. This item was approved by Doug Duncan on March 1, 2016. Department—Information Systems – Networks

58. Agreement with **DEXIS, LLC** to provide service maintenance on three digital sensors used in the Dental Hygiene Clinic at the College. 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 \$3,585. This item was approved by Anne Cooper on February 24, 2016. Department—Dental Hygiene Clinic
59. Agreement with **EBSCO Publishing** to continue to provide access to its online Alt-Health Watch research databases which are used in the library to support Health Education programs. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this Agreement will be \$2,680. This item was approved by Anne Cooper on February 1, 2016. Department—District Library
60. Agreement with **Elsevier, BV** to continue the subscription to Science Direct College Edition which gives the College access to Health and Life Sciences journals. 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 \$3,342.59. This item was approved by Anne Cooper on February 28, 2016. Department—District Library
61. Agreement with **Fitness Challenge Foundation, d/b/a Ride 2 Recovery** to allow for the use of SS 105, common areas and parking on the Clearwater Campus. Ride 2 Recovery is a non-profit charitable entity that provides services in support of U.S. Veterans. The College will provide the space, cover utilities, and provide trash collection/custodial services. The College will also provide storage space if available. The Agreement will commence as soon as possible and will continue for the period of one year. This item was approved by Tonjua Williams on January 4, 2016. Department—Provost
62. Agreement with **Harland Technology Services** to provide maintenance and parts replacement for the Scantron machine used in the Provost Office at the Downtown Center. 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 \$766. This item was approved by Tonjua Williams on March 1, 2016. Department—Provost Office, DT
63. Agreement with **InfoGroup, Inc.** and its affiliates to continue to provide access to an internet-based reference service which will allow students to find up-to-date quality business and industry information, including details necessary for complicated business papers and class projects. The Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of \$3,150. . This item was approved by Anne Cooper on January 22, 2016. Department—District Library
64. 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 January 6, 2016. Department—Human Resources
65. Agreement with the **Kiwanis Club of Seminole Florida, Inc.** to use the College's Seminole Campus parking lot from 1:00-3:00 p.m. on March 13, 2016 for the Fire Truck

Pull which is part of the Seminole Pow-Wow festivities held to benefit area children. The Kiwanis Club will provide a Certificate of Insurance and the City Public Works department will assist the Club with securing and cordoning off the area and assuring safety. There is no cost to the College associated with this Agreement. This item was approved by Mark Strickland on February 10, 2016. Department—Provost, SE Campus

66. Agreement with **LA Fitness** whereby the College will pay \$2,500 and LA will waive enrollment fees for staff and students for a one-year period. Staff and students will then be able to join the gym for a monthly fee of \$29.99 and not have to pay a separate enrollment fee. The Agreement will commence March 21, 2016 and continue through March 21, 2017. This item was approved by Jamelle Conner on February 15, 2016. Department—Student Life & Leadership
67. Agreement with the **Library of Congress** to continue to provide the Classification Web access for use in the College's libraries. The renewal period will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be \$525. This item was approved by Anne Cooper on March 16, 2016. Department—District Library
68. Addendum to the Vendor Services Agreement with the **MAF Center for Advanced Manufacturing Excellence, Inc.** that will provide additional job placement services to FL TRADE. These additional deliverables are based on budget funds that are available from Years 1 & 2. The Addendum also extends the Vendor Services Agreement through September 30, 2016. This item was approved by Anne Cooper on March 17, 2016. Department—FL TRADE
69. Agreement with **Martz Group** to provide transportation for the SPC Baseball Team trip to Houston, Texas on February 3, 2016 through February 7, 2016. The cost to the College for this Agreement will be \$8,130.83. This item was approved by Tonjua Williams on January 4, 2016. Department—Athletics
70. Agreement with **SimplexGrinnell** to provide fire alarm monitoring service for the Allstate Center, Heart Building. The cost to the College for the foregoing will be a total of \$106.68. The Agreement will commence on March 1, 2016 and continue through June 30, 2016. This item was approved by Doug Duncan on February 15, 2016. Department—Facilities, In-House Construction
71. Agreement with **Springshare, Inc.** to continue to provide LibGuides, a template-driven content management system for libraries. The system will be used to create attractive multimedia content, share knowledge and information and promote library resources to the community. The system also allows integration of interactive content such as videos, podcasts, RSS feeds and widgets such as chat and feedback from polls/surveys. The Agreement renewal is for the period of one year at a cost to the College of \$3,954. This item was approved by Anne Cooper on January 11, 2016. Department—District Library
72. Agreement with the **City of St. Petersburg** to provide the use of Williams Park on February 25, 2016 for students at the Downtown Center as part of a Student Life &

Leadership event. There is no cost to the College. This item was approved by Kevin Gordon on January 11, 2016. Department—Downtown Student Life & Leadership

73. Agreement with the **City of St. Petersburg** to provide the use of Williams Park on April 21, 2016 for students at the Downtown Center as part of the University Transfer Fair Student Life & Leadership event. There is no cost to the College. This item was approved by Kevin Gordon on March 14, 2016. Department—Downtown Student Life & Leadership
74. Agreement with the **City of St. Petersburg** for the use of the Coliseum for the College's Fall Faculty event to be held on August 11, 2016. The approximate cost to the College for this Agreement is anticipated to be \$3,775. This item was approved by Anne Cooper on February 1, 2016. Department—Instruction & Academic Programs
75. Agreement with **Swank Motion Pictures, Inc.** for a streaming license that will allow the College to stream the motion picture "Waiting for Superman" for academic use. 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 \$190. This item was approved by Anne Cooper on February 1, 2016. Department—College of Education
76. Agreement with **Trane U.S., Inc.** to provide service maintenance for the Tracer Enterprise System for the period of three years. The cost to the College for this Agreement will be \$4,645. This item was approved by Doug Duncan on February 24, 2016. Department—Facilities Services
77. Agreement with **Wiley Subscription Services** to provide access to various online databases used for study and research in the College's libraries. The Agreement will commence as soon as possible and continue through December 31, 2016. The cost to the College for this period will be \$4,657.12. This item was approved by Anne Cooper on March 17, 2016. Department—District Library
78. Amendment Agreement(s) to remove the **Xerox Corporation** to remove staffing and management services and the storefront software associated with the Lease Agreement between Xerox and SPC which continues through January 31, 2019. These Amendments will become effective January 1, 2016 and continue through the duration of the Agreement with Xerox. There is no additional cost to the College associated with these Amendments. These Amendments will result in a monthly decrease in cost for this Agreement in the amount of \$11,380. This item was approved by Doug Duncan on January 26, 2016. Department—Marketing & Public Information

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

Suzanne Gardner, General Counsel, recommends approval.

ps0406161

April 19, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Removal of Certain Assets from Property Inventory

This Memo is for informational purposes and fulfills the requirement of Florida Statute 274.07 for the recording of the disposition of government property into the Board Meeting minutes. Per approval by the Survey Committee for removal from the inventory, the following items have a current Net Book value of \$0 and were acquired between 1979 and 2015.

Tag Number	Description	Acq Date
00086	Mac Se Cpu	10/1/1989
00848	Microscope:Reichert	6/1/1987
00849	Microscope:Reichert	6/1/1987
01067	Microscope:Reichert	6/1/1987
01353	Bed:Special Care:Hausted	12/1/1981
01507	Spectrophotometer:Gilfor	1/1/1984
01508	Syva Emit Lab	8/1/1979
01509	Spectrophotometer:Gilford	1/1/1984
01927	Shelving:90X36X12:Sf:4:S	5/1/1983
02010	Communication Center li:	12/1/1982
02011	Communication Center li:	12/1/1982
02241	Logic Analyzer:Hewlett P	7/1/1988
02256	Oscilloscope:Hitachi	7/1/1988
03473	Bulletin Board:60X48 W/D	2/1/1989
03647	Nautilus Multi Exercise	6/1/1983
03653	Rowing Machine	2/1/1982
03654	Double Chest Machine	6/1/1980
05422	Analytical Balance:Mettl	12/1/1979
05423	Analytical Balance:Mettl	12/1/1979
05431	Precision Spectrometer	11/1/1989
05864	Bulletin Board:60X48 W/D	2/1/1989
06318	Stairmaster Personal Tra	6/1/1991
06335	Work Surface/Storage Uni	6/1/1991

Tag Number	Description	Acq Date
06337	Work Surface/Storage Uni	6/1/1991
06342	Work Surface/Storage Uni	6/1/1991
06468	Tattle Tape Security Sys	8/1/1991
06871	Photo Enlarger:Beseler	12/1/1991
07300	Port-Ozone Recycling Mac	10/1/1992
07462	Recumbent Execiser:Nauti	1/1/1993
07880	Recumbent Exerciser	5/1/1993
07902	Spectrophotometer	3/1/1993
07903	Spectrophotometer	3/1/1993
08021	Stairmaster Exercise Sys	4/1/1993
08185	Stairmaster Exercise Sys	6/1/1993
08194	Trackmaster Treadmill	5/1/1993
08686	Recumbent Exerciser	5/1/1994
08874	Monitor Interface	9/1/1994
09142	Hydroponic Grow Light Ta	1/1/1995
09153	Geneamp Pcr System	2/1/1995
09265	Radio:Motorola	2/1/1995
09266	Radio:Motorola	2/1/1995
09267	Radio:Motorola	2/1/1995
09268	Radio:Motorola	2/1/1995
09269	Radio:Motorola	2/1/1995
09270	Radio:Motorola	2/1/1995
09271	Radio:Motorola	2/1/1995
09272	Radio:Motorola	2/1/1995
09273	Radio:Motorola	2/1/1995
09274	Radio:Motorola	2/1/1995
09275	Radio:Motorola	2/1/1995
09276	Radio:Motorola	2/1/1995
09277	Radio:Motorola	2/1/1995
09278	Radio:Motorola	2/1/1995
09416	Spectrophotometer	6/1/1995
09430	Trackmaster Treadmill	6/1/1995
09492	Powermac 8100/100 Cpu	10/1/1995
09666	U Shaped Station W/Rht B	8/1/1995
09884	Portable Radio:Motorola	12/1/1995
09885	Portable Radio:Motorola	12/1/1995
09886	Portable Radio:Motorola	12/1/1995
09887	Portable Radio:Motorola	12/1/1995
09888	Portable Radio:Motorola	12/1/1995

Tag Number	Description	Acq Date
09889	Portable Radio:Motorola	12/1/1995
09890	Portable Radio:Motorola	12/1/1995
09891	Portable Radio:Motorola	12/1/1995
09892	Portable Radio:Motorola	12/1/1995
09893	Portable Radio:Motorola	12/1/1995
09894	Portable Radio:Motorola	12/1/1995
09895	Portable Radio:Motorola	12/1/1995
09896	Portable Radio:Motorola	12/1/1995
09897	Portable Radio:Motorola	12/1/1995
09898	Portable Radio:Motorola	12/1/1995
10014	Simm Tester:Ramstar	2/1/1996
10459	Powerbook 5300 Computer	10/1/1996
10791	Ultrasonic Scaler:Cavitr	1/10/1997
11361	Spectrophotometer:Specronic 20	7/2/1997
11456	Cart	8/12/1997
11475	Mirage Portable Display System	7/1/1997
11793	Printer:Lexmark S1650	7/15/1997
11996	Specronic 20	9/16/1997
12121	Treadmill Black	3/10/1998
12134	Printer:Lexmark 1650N	11/10/1997
12144	Laminator: Seal-Wizard	10/16/1997
12205	Treadmill:Black	12/18/1997
12278	Copier,BluePrints	12/15/1997
12476	Smartboard:Diagonal 72"	12/9/1998
12487	Projector:Epson ELP5000XB	3/5/1998
12834	Laptop Computer:Dell Latitude	6/10/1998
12864	Scanner:Super Coolscan	7/7/1998
13771	Spectrophotometer:Spectronic	10/1/1998
13785	Exercise Bike:Tectrix	10/16/1998
14235	Visual Presenter:Elmo	1/12/1999
14358	Laptop Computer:Dell Latitude	3/15/1999
14659	Projector:Epson	1/5/2000
14816	Golf Cart:E-Z-Go	6/14/1999
14954	Test Scoring Machine:Scantron	7/18/2000
14957	Treadmill:Landice	6/30/1999
15024	T-Serv II Channel Service Unit	1/12/1999
15197	Smartboard w/stand	6/29/1999
15214	Printer:Lexmark 1855N	8/31/1999
15967	Desk:W-Shape	9/27/1999

Tag Number	Description	Acq Date
16374	Visual Presenter	12/1/1999
16485	Radio:Motorola	10/9/2000
16486	Radio:Motorola	10/9/2000
16487	Radio:Motorola	10/9/2000
16488	Radio:Motorola	10/9/2000
16489	Radio:Motorola	10/9/2000
16490	Radio:Motorola	10/9/2000
16491	Radio:Motorola	10/9/2000
16492	Radio:Motorola	10/9/2000
16493	Radio:Motorola	10/9/2000
16494	Radio:Motorola	10/9/2000
16495	Radio:Motorola	10/9/2000
16496	Radio:Motorola	10/9/2000
16497	Radio:Motorola	10/9/2000
16498	Radio:Motorola	10/9/2000
16499	Radio:Motorola	10/9/2000
16501	Radio:Motorola	10/9/2000
16503	Radio:Motorola	10/9/2000
16505	Radio:Motorola	10/9/2000
16506	Radio:Motorola	10/9/2000
16507	Radio:Motorola	10/9/2000
16508	Radio:Motorola	10/9/2000
16509	Radio:Motorola	10/9/2000
16510	Radio:Motorola	10/9/2000
16511	Radio:Motorola	10/9/2000
16512	Radio:Motorola	10/9/2000
16513	Radio:Motorola	10/9/2000
16702	Projector:Epson	2/10/2000
16705	Projector:Epson	2/23/2000
17006	Multiscan Monitor;Mitsubishi	2/22/2000
17010	Projector:Epson	3/27/2000
17011	Projector:Epson	3/27/2000
17314	Laptop Computer:Dell Latitude	6/19/2000
17606	Projector:Epson	10/4/2000
17925	Projector:Epson 5350	5/8/2000
17944	Dual Digital Tel Hybrid	6/30/2000
17961	Workstation	1/11/2001
17962	Workstation (PC table)	1/11/2001
17963	Workstation (PC table)	1/11/2001

Tag Number	Description	Acq Date
17964	Workstation (PC table)	1/11/2001
17965	Workstation (PC table)	1/11/2001
17966	Workstation (PC table)	1/11/2001
18421	Miniframe:Creston	6/22/1999
18426	Visual Presenter:Elmo	6/22/1999
18427	LCD Panel:Poland	6/22/1999
18432	Camera System:Parkervision Presenter Camera	6/22/1999
18433	System:Parker	6/22/1999
18733	Laptop Computer:Dell Latitude	12/13/2000
18743	Laptop Computer:Dell Latitude	12/12/2000
18746	Laptop Computer:Dell Latitude	12/12/2000
18748	Laptop Computer:Dell Latitude	12/12/2000
18926	Projector:Epson	3/16/2001
19144	Switcher:Extron	2/8/2000
19318	Laptop Computer:Dell Latitude	5/31/2001
19390	Visual Presenter:Elmo	6/5/2001
19393	Remote Focus Unit:Expression	6/6/2001
19416	Wash/Dry Module:Fujimoto	7/24/2001
19417	Main Body:Fujimoto	7/24/2001
19489	Cassette Player	5/21/2001
19691	Projector:Epson 5350	9/18/2001
19743	Projector:Epson	8/23/2001
19769	Projector:Epson 5600	12/27/2001
19893	Echo Cancellation Device:Gentn	3/26/2001
19981	Smartboard:Smart 580	8/30/1999
19982	Smartboard:Smart 580	8/30/1999
20578	System 5 Switch:Extron	9/5/2001
20582	Amplifier:Crown	9/5/2001
20690	Printer:Lexmark T522N	11/27/2001
20873	Computer: Dell GX240	11/3/2001
21171	Computer: Dell GX240	11/28/2001
21221	SmartBoard 72"	12/5/2001
21263	Computer:Dell GX240	12/11/2001
21440	Server: Dell 1650	6/5/2001
21509	Printer:Lexmark T620n	3/25/2002
21516	Projector:Epson 810	4/8/2002
21530	Projector:Epson 7600P	4/26/2002
21532	Projector:Epson 7600P	4/26/2002

Tag Number	Description	Acq Date
21775	Amoeba Table	2/11/2002
22235	Sonicwall:SSL-R3	7/24/2002
22291	Projector:Epson 820P	7/23/2002
22292	Projector:Epson 820P	7/23/2002
22300	Copy Machine: Savin 2518	8/13/2002
22415	Server:Dell 6600	6/27/2002
22663	Computer: Dell GX260T	6/19/2002
22813	Computer: Dell GX260T	6/11/2002
22903	Computer: Dell GX260T	6/18/2002
22926	Computer: Dell GX260T	6/11/2002
23013	Security Cart: EZGO	6/28/2002
23230	Instructor Station: Nova	9/17/2002
23233	Computer:Dell GX260T	8/1/2002
23274	Switch: Extreme 48	8/12/2002
23295	Computer: Dell GX260T	8/16/2002
23321	Laptop Computer: Dell Latitude	9/23/2002
23326	Laptop Computer: Dell Latitude	9/23/2002
23418	Ice Machine:Hoshizaki Crescent	10/18/2002
23419	Projector:Epson	10/22/2002
23421	Projector:Epson	10/22/2002
23422	System 5 Switch: Extron	10/23/2002
23487	Computer: Dell GX260T	8/12/2002
23492	Computer: Dell GX260T	8/12/2002
23648	Computer: Dell GX260T	10/30/2002
23653	Computer: Dell GX260T	10/30/2002
23655	Laptop Computer: Dell Latitude	11/6/2002
23656	Laptop Computer: Dell Latitude	11/6/2002
23657	Laptop Computer: Dell Latitude	11/6/2002
23658	Laptop Computer: Dell Latitude	11/6/2002
23659	Laptop Computer: Dell Latitude	11/6/2002
23660	Laptop Computer:Dell Latitude	11/6/2002
23661	Laptop Computer: Dell Latitude	11/6/2002
23662	Laptop Computer: Dell Latitude	11/6/2002
23663	Laptop Computer: Dell Latitude	11/6/2002
23664	Laptop Computer: Dell Latitude	11/6/2002
23666	Laptop Computer: Dell Latitude	11/6/2002
23667	Laptop Computer: Dell Latitude	11/6/2002
23670	Laptop Computer: Dell Latitude	11/6/2002
23750	Instructor Station: Nova	9/17/2002

Tag Number	Description	Acq Date
23913	Sys. Master Chasis:Videotek	2/17/2003
24047	12GA Shotgun:Remington	1/27/2003
24048	12GA Shotgun:Remington	1/27/2003
24049	12GA Shotgun:Remington	1/27/2003
24050	12GA Shotgun:Remington	1/27/2003
24051	12GA Shotgun:Remington	1/27/2003
24052	12GA Shotgun:Remington	1/27/2003
24053	12GA Shotgun:Remington	1/27/2003
24054	12GA Shotgun:Remington	1/27/2003
24055	12GA Shotgun:Remington	1/27/2003
24056	12GA Shotgun:Remington	1/27/2003
24057	12GA Shotgun:Remington	1/27/2003
24058	12GA Shotgun:Remington	1/27/2003
24059	12GA Shotgun:Remington	1/27/2003
24060	12GA Shotgun:Remington	1/27/2003
24061	12GA Shotgun:Remington	1/27/2003
24062	12GA Shotgun:Remington	1/27/2003
24063	12GA Shoygun:Remington	1/27/2003
24064	12GA Shotgun:Remington	1/27/2003
24065	12GA Shotgun:Remington	1/27/2003
24066	12GA Shotgun:Remington	1/27/2003
24067	12GA Shotgun:Remington	1/27/2003
24068	12GA Shotgun:Remington	1/27/2003
24069	12GA Shotgun:Remington	1/27/2003
24070	12GA Shotgun:Remington	1/27/2003
24071	12GA Shotgun:Remington	1/27/2003
24072	12GA Shotgun:Remington	1/27/2003
24073	12GA Shotgun:Remington	1/27/2003
24074	12GA Shotgun:Remington	1/27/2003
24075	12GA Shotgun:Remington	1/27/2003
24076	12GA Shotgun:Remington	1/27/2003
24207	Receiver: Fiberoptics	11/22/2002
24208	Xmitter: Fiberoptics	11/22/2002
24316	Quad B&W Monitors (4)	11/22/2002
24324	Wireless Intercom System	11/22/2002
24325	Wireless Intercom System	11/22/2002
24353	Visual Presenter: Elmo	11/22/2002
24373	Crosspoint: Extron	11/22/2002
24374	RBG 202RIX	11/22/2002

Tag Number	Description	Acq Date
24375	Video Scan Converter:Extron	11/22/2002
24377	YCS SW 6MX	11/22/2002
24385	Matrix Mixer:Genter	11/22/2002
24424	Server:Dell 2650	5/28/2003
24464	Projector:Epson	3/7/2003
24466	Projector:Epson	3/7/2003
24467	Projector:Epson	3/7/2003
24477	12GA Shotgun:Remington	1/27/2003
24478	12GA Shotgun:Remington	1/27/2003
24496	Laptop Computer: Dell M50	2/13/2003
24557	Laptop Computer:Dell Latitude	2/12/2003
24562	Printer: Lexmark C750DTN	2/20/2003
	Camcorder:Canon Optura	
24754	200MC	5/9/2003
24877	Printer: Lexmark T620N	5/6/2003
24880	Printer:HP	5/7/2003
24957	Computer: Dell GX260T	4/22/2003
24976	Computer: Dell GX260T	4/22/2003
25025	Laptop Computer: Dell Latitude	4/22/2003
25149	Laptop: Dell Latitude D800	4/29/2003
25565	Computer: Dell GX260T	4/30/2003
25629	Computer: Dell GX260T	4/29/2003
25884	Laptop Computer: Dell Latitude	5/12/2003
25925	Printer:Minolta Magicolor	6/9/2003
26025	Computer;Dell P4	6/2/2003
26053	Printer:Lexmark T632N	10/6/2003
26057	Laptop Computer:Dell Latitude	10/15/2003
26061	Computer:Dell GX270T	10/22/2003
26102	Digital Copier:Toshiba (4in1)	4/7/2004
26480	Computer:Dell GX260T	6/30/2003
26504	Projector:Epson	1/30/2004
26645	Projector:Epson	9/2/2003
26793	Computer:Dell GX260T	7/29/2003
26851	Projector:Epson	9/2/2003
26936	Projector:Epson	8/25/2003
27019	Instructor Station	11/13/2003
27026	Forecast Console	10/9/2003
27030	Forecast Console	10/9/2003
27081	Laptop Computer:Dell M60	3/2/2004

Tag Number	Description	Acq Date
27164	Automated Ext. Defibrillator	9/3/2004
	Compass Floor Cleaning	
27170	Machine	9/14/2004
27406	Computer:Dell GX270T	12/2/2003
27460	Laptop Computer:Dell Latitude	12/17/2003
27462	Laptop Computer:Dell Latitude	1/28/2004
27463	Laptop Computer:Dell Latitude	1/28/2004
27485	Laptop Computer:Dell Latitude	3/2/2004
27499	Laptop Computer:Dell Latitude	3/24/2004
27500	Laptop Computer:Dell Latitude	3/24/2004
27506	Computer:Dell GX270T	12/23/2003
27566	Computer:Dell GX270T	1/8/2004
27671	Laptop Computer:Dell Latitude	4/5/2004
27677	Laptop Computer:Dell Latitude	3/29/2004
27690	Laptop Computer:Dell Latitude	4/14/2004
27694	Laptop Computer:Dell Latitude	4/14/2004
27706	Laptop Computer:Dell Latitude	4/27/2004
27819	Laptop Computer:Dell Latitude	4/13/2004
27820	Laptop Computer:Dell Latitude	4/13/2004
27823	Laptop Computer:Dell Latitude	4/13/2004
27826	Laptop Computer:Dell Latitude	4/13/2004
27829	Laptop Computer:Dell Latitude	4/13/2004
27831	Laptop Computer:Dell Latitude	4/13/2004
27832	Laptop Computer:Dell Latitude	4/13/2004
27837	Laptop Computer:Dell Latitude	4/13/2004
28013	Laptop Computer:Dell Latitude	5/14/2004
28032	Laptop Computer:Dell Latitude	6/4/2004
28125	Projector:Epson	6/16/2004
28130	Projector:Epson	8/5/2004
28132	Projector:Epson	8/31/2004
28165	Digital Camcorder:Sony	12/6/2004
28167	Visual Presenter:Elmo	12/10/2004
28191	Computer:Dell SX270	5/23/2004
28234	Laptop Computer:Dell Latitude	6/1/2004
28271	Projector:Eiki	9/17/2004
28272	Projector:Eiki	9/17/2004
28305	Visual Concert:Polycom FX-NA	12/2/2004
28585	Laptop Computer:Dell Latitude	8/25/2004
28603	Laptop Computer:Dell Latitude	9/10/2004

Tag Number	Description	Acq Date
28607	Laptop Computer:Dell Latitude	9/17/2004
28627	Laptop Computer:Dell Latitude	9/29/2004
28666	Laptop Computer:Dell Latitude	11/10/2004
28789	SCSI Hard Drive	4/19/2005
28790	SCSI Hard Drive	4/19/2005
28833	Server:Apple	12/15/2005
28846	VideoRaid RTR20:Medea	3/2/2006
28847	VideoRaid RTR20:Medea	3/2/2006
28887	Monitor:Apple 20"FP	11/4/2004
28894	Ext Raid-O Hard Drive Array	1/26/2005
28895	Ext Raid-O Hard Drive Array	1/26/2005
28896	Computer:Apple G5	1/26/2005
28952	Multifunctional Copier:Toshiba	4/25/2005
29027	Computer:Dell GX280	12/2/2004
29095	Computer:Dell GX280	1/3/2005
29106	Computer:Dell GX280	1/17/2005
29108	Computer:Dell GX280	1/17/2005
29109	Computer:Dell GX280	1/17/2005
29113	Computer:Dell 370	1/17/2005
29117	Computer:Dell 370	1/20/2005
29149	Projector:Eiki	12/3/2004
29150	DVR:Costar	1/30/2005
29206	Computer:Dell GX280	1/19/2005
29221	Computer:Dell GX280	1/19/2005
29227	Computer:Dell GX280	1/19/2005
29228	Computer:Dell GX280	1/19/2005
29234	Computer:Dell GX280	1/19/2005
29238	Laptop Computer:Dell Latitude	2/7/2005
29266	Laptop Computer:Dell Latitude	2/21/2005
29277	Laptop Computer:Dell Latitude	3/1/2005
29347	Call Manager Server:Cisco	2/3/2005
29449	Laptop Computer:Dell Latitude	3/28/2005
29470	Laptop Computer:Dell Latitude	4/14/2005
29479	Laptop Computer:Dell Latitude	4/20/2005
29488	Laptop Computer:Dell Latitude	4/22/2005
29645	Computer:Dell GX280	3/8/2005
29646	Computer:Dell GX280	3/8/2005
29647	Computer:Dell GX280	3/8/2005
29648	Computer:Dell GX280	3/8/2005

Tag Number	Description	Acq Date
29650	Computer:Dell GX280	3/8/2005
29651	Computer:Dell GX280	3/8/2005
29652	Computer:Dell GX280	3/8/2005
29653	Computer:Dell GX280	3/8/2005
29654	Computer:Dell GX280	3/8/2005
29655	Computer:Dell GX280	3/8/2005
29656	Computer:Dell GX280	3/8/2005
29658	Computer:Dell GX280	3/8/2005
29661	Computer:Dell GX280	3/8/2005
29663	Computer:Dell GX280	3/8/2005
29664	Computer:Dell GX280	3/8/2005
29666	Computer:Dell GX280	3/8/2005
29670	Computer:Dell GX280	3/23/2005
29678	Computer:Dell GX280	3/23/2005
29695	Computer:Dell GX280	3/18/2005
29714	Computer:Dell GX280	3/18/2005
29750	Computer:Dell GX280	3/28/2005
29846	Projector:Epson	8/1/2005
29853	Projector:Eiki	6/29/2006
29856	Switcher w/Panel Control & Amp	8/1/2005
29858	Switcher w/Panel Control & Amp	8/1/2005
29893	Auto Switching Manifold/Alarm	5/25/2005
29911	Server:Dell	6/3/2005
29996	Printer:Lexmark	5/11/2005
29999	Laptop Computer:Dell Latitude	5/12/2005
30038	Laptop Computer:Dell Latitude	5/31/2005
30075	Computer:Apple G5	6/2/2005
30085	Printer:Dell 5100cn	6/6/2005
30204	Dual Bus Control System	6/16/2006
30215	Projector: Eiki	6/16/2006
30265	MicView: Vadio	6/16/2006
30290	MicView:Vaddio	6/23/2006
30323	Projector-Eiki	6/21/2006
30325	Projector-Eiki	6/21/2006
30327	Projector-Eiki	6/21/2006
30353	Mic View-Vaddio	6/21/2006
30442	Projector: Eiki	6/16/2006
30443	White Board: Interwrite	6/16/2006
30449	White Board: Interwrite	6/16/2006

Tag Number	Description	Acq Date
30453	White Board: Interwrite	6/16/2006
30456	Projector: NEC	6/16/2006
30460	Projector: NEC	6/16/2006
30463	Projector: NEC	6/16/2006
30465	Projector: NEC	6/16/2006
30466	Projector: NEC	6/16/2006
30509	Projector:Eiki	6/16/2006
30572	Computer:Dell GX280	6/7/2005
30578	Laptop Computer:Dell Latitude	6/7/2005
30599	Computer:Dell GX280	6/13/2005
30611	Computer:Dell GX280	6/16/2006
30612	Computer:Dell GX280	6/16/2006
30614	Projector:Eiki	6/16/2006
30618	Presenter:Elmo	6/16/2006
30631	Projector:Eiki	6/16/2006
30651	Projector:Eiki	6/16/2006
30655	Presenter:Elmo	6/16/2006
30721	Projector:Eiki	6/16/2006
30723	Projector:Eiki	6/16/2006
30727	Projector:Eiki	6/16/2006
30790	Laptop Computer:Dell M70	5/31/2005
30822	Laptop Computer:Dell Latitude	6/7/2005
30828	Laptop Computer:Dell Latitude	6/7/2005
30851	Computer:Dell GX280	6/16/2005
30861	Computer:Dell GX280	6/21/2005
30862	Computer:Dell GX280	6/21/2005
30864	Computer:Dell GX280	6/21/2005
30884	Computer:Apple ImacG5	6/30/2005
30920	Laptop Computer:Dell Latitude	8/9/2005
30930	Printer:Dell W5300n	8/16/2005
31099	Computer:Dell GX280	6/17/2005
31101	Computer:Dell GX280	6/17/2005
31107	Computer:Dell GX280	6/14/2005
31108	Computer:Dell GX280	6/14/2005
31111	Computer:Dell GX280	6/14/2005
31122	Computer:Dell GX280	6/14/2005
31129	Computer:Dell GX280	6/14/2005
31139	Computer:Dell GX280	6/14/2005
31141	Computer:Dell GX280	6/14/2005

Tag Number	Description	Acq Date
31266	Computer:Dell 670	8/10/2005
31269	Computer:Dell 670	8/10/2005
31290	Computer:Dell GX280	7/18/2005
31293	Computer:Dell GX280	7/18/2005
31304	Computer:Dell GX280	7/18/2005
31305	Computer:Dell GX280	7/18/2005
31323	Computer:Dell GX280	7/18/2005
31324	Computer:Dell GX280	7/18/2005
31326	Computer:Dell GX280	7/18/2005
31329	Computer:Dell GX280	7/18/2005
31338	Computer:Dell GX280	7/18/2005
31340	Computer:Dell GX280	7/18/2005
31341	Computer:Dell GX280	7/18/2005
31344	Computer:Dell GX280	7/18/2005
31345	Computer:Dell GX280	7/18/2005
31346	Computer:Dell GX280	7/18/2005
31348	Computer:Dell GX280	7/18/2005
31357	Computer:Dell GX280	7/18/2005
31359	Computer:Dell GX280	7/18/2005
31361	Computer:Dell GX280	7/18/2005
31372	Computer:Dell 670	8/10/2005
31473	Computer:Dell GX280	8/2/2005
31556	Laptop Computer:Dell Latitude	8/11/2005
31574	Laptop Computer:Dell Latitude	8/16/2005
31578	Computer:Dell GX280	8/16/2005
31607	Computer:Dell GX280	9/14/2005
31609	Computer:Dell GX280	9/14/2005
31610	Computer;Dell GX280	9/14/2005
31613	Computer:Dell GX280	9/16/2005
31626	Computer:Dell GX280	9/16/2005
31631	Computer:Dell GX280	9/16/2005
31639	Computer:Dell GX280	9/16/2005
31640	Computer:Dell GX280	9/16/2005
31645	Computer:Dell GX280	9/16/2005
31646	Laptop :Dell LatitudeD810	9/21/2005
31661	Laptop Computer:Dell Latitude	10/4/2005
31691	Laptop Computer:Dell Latitude	11/14/2005
31692	Laptop Computer:Dell Latitude	11/14/2005
31694	Computer:Dell GX620	11/15/2005

Tag Number	Description	Acq Date
31709	Laptop:Dell Latitude D810	11/22/2005
31710	Digital Camcorder:Sony	11/28/2005
31722	Laptop Computer:Dell Latitude	12/14/2005
31724	Laptop Computer:Dell Latitude	12/20/2005
31746	Printer:HP DesignJet 42"	1/27/2006
31784	Laptop Computer:Dell Latitude	8/18/2005
31926	Laptop Computer:Dell Latitude	3/13/2006
31929	Computer:Dell GX620	3/14/2006
31952	Laptop Computer:Dell Latitude	4/6/2006
31953	Computer:Dell GX620	4/7/2006
31955	Computer:Dell GX620	4/11/2006
31957	Computer:Dell GX620	4/11/2006
31960	Computer:Dell GX620	4/11/2006
31966	Computer:Dell GX620	4/17/2006
31967	Computer:Dell GX620	4/17/2006
31969	Computer:Dell GX620	4/17/2006
31973	Computer:Dell GX620	4/11/2006
31975	Computer:Dell GX620	4/17/2006
31976	Computer:Dell GX620	4/11/2006
31978	Computer:Dell GX620	4/17/2006
31982	Laptop Computer:Dell Latitude	4/18/2006
31984	Laptop Computer:Dell Latitude	4/19/2006
31985	Laptop Computer:Dell Latitude	4/19/2006
31986	Laptop Dell Latitude D820	4/19/2006
31997	Computer:Dell GX620	4/26/2006
32015	Laptop Computer:Dell Latitude	5/4/2006
32044	Laptop Computer: Dell Latitude	5/15/2006
32090	Computer:Apple IMac	5/22/2006
32096	Computer:Dell GX520	8/19/2005
32120	Computer:Dell GX280	8/19/2005
32121	Computer:Dell GX280	8/19/2005
32126	Computer:Dell GX280	8/19/2005
32131	Computer:Dell GX280	8/19/2005
32134	Computer:Dell GX280	8/19/2005
32143	Computer:Dell GX280	8/19/2005
32144	Computer:Dell GX280	8/19/2005
32149	Computer:Dell GX280	8/19/2005
32184	Computer:Dell 670	8/18/2005
32223	Computer:Dell 670	9/14/2005

Tag Number	Description	Acq Date
32245	Laptop Computer:Dell Latitude	8/23/2005
32262	Computer:Dell GX620	8/25/2005
32280	Computer:Dell GX620	8/25/2005
32283	Computer:Dell GX620	8/25/2005
32284	Computer:Dell GX620	8/25/2005
32292	Computer:Dell GX620	8/25/2005
32294	Computer:Dell GX620	8/23/2005
32295	Computer:Dell GX620	8/23/2005
32298	Computer:Dell GX620	8/23/2005
32299	Computer:Dell GX620	8/23/2005
32300	Computer:Dell GX620	8/23/2005
32303	Computer:Dell GX620	8/23/2005
32304	Computer:Dell GX620	8/23/2005
32305	Computer:Dell GX620	8/23/2005
32307	Computer:Dell GX620	8/23/2005
32308	Computer:Dell GX620	8/23/2005
32309	Computer:Dell GX620	8/23/2005
32311	Computer:Dell GX620	8/23/2005
32314	Computer:Dell GX620	8/23/2005
32315	Computer:Dell GX620	8/23/2005
32323	Computer:Dell GX620	8/23/2005
32326	Computer:Dell GX620	8/23/2005
32330	Computer:Dell GX620	8/23/2005
32334	Computer:Dell GX620	8/23/2005
32335	Computer:Dell GX620	8/23/2005
32339	Computer:Dell GX620	8/23/2005
32354	Laptop Computer:Dell Latitude	8/23/2005
32510	Switcher w/Mono Audio Amplifer	8/4/2005
32524	Computer:Dell GX620	9/1/2005
32525	Computer:Dell GX620	9/1/2005
32529	Computer:Dell GX620	9/1/2005
32530	Computer:Dell GX620	9/1/2005
32531	Computer:Dell GX620	9/1/2005
32536	Computer:Dell GX620	9/1/2005
32540	Computer:Dell GX620	9/1/2005
32541	Computer:Dell GX620	9/1/2005
32545	Computer:Dell GX620	9/1/2005
32548	Computer:Dell GX620	9/1/2005
32578	Computer:Dell GX620	9/1/2005

Tag Number	Description	Acq Date
32583	Computer:Dell GX620	9/1/2005
32584	Computer:Dell GX620	9/1/2005
32585	Computer:Dell GX620	9/1/2005
32587	Computer:Dell GX620	9/1/2005
32597	Computer:Dell GX620	9/1/2005
32599	Computer:Dell GX620	9/1/2005
32600	Computer:Dell GX620	9/1/2005
32601	Computer:Dell GX620	9/1/2005
32603	Computer:Dell GX620	9/1/2005
32604	Computer:Dell GX620	9/1/2005
32605	Computer:Dell GX620	9/1/2005
32606	Computer:Dell GX620	9/1/2005
32607	Computer:Dell GX620	9/1/2005
32608	Computer:Dell GX620	9/1/2005
32609	Computer:Dell GX620	9/1/2005
32610	Computer:Dell GX620	9/1/2005
32611	Computer:Dell GX620	9/1/2005
32612	Computer:Dell GX620	9/1/2005
32613	Computer:Dell GX620	9/1/2005
32614	Computer:Dell GX620	9/1/2005
32616	Computer:Dell GX620	9/1/2005
32617	Computer:Dell GX620	9/1/2005
32618	Computer:Dell GX620	9/1/2005
32619	Computer:Dell GX620	9/1/2005
32620	Computer:Dell GX620	9/1/2005
32621	Computer:Dell GX620	9/1/2005
32622	Computer:Dell GX620	9/1/2005
32623	Computer:Dell GX620	9/1/2005
32671	Computer:Dell GX620	9/8/2005
32673	Computer:Dell GX620	9/8/2005
32819	Refrigerator:Isotemp 27cuft	1/6/2006
32844	Computer:Apple IMac	5/8/2006
32866	Computer:Dell GX620	10/10/2005
32885	Computer:Dell GX620	10/10/2005
32889	Computer:Dell GX620	10/10/2005
33078	Computer:Dell GX620	11/17/2005
33087	DVR: CoStar	11/18/2005
33233	Computer:Dell GX620	12/6/2005
33234	Computer:Dell GX620	12/6/2005

Tag Number	Description	Acq Date
33235	Computer:Dell GX620	12/6/2005
33236	Computer:Dell GX620	12/6/2005
33237	Computer:Dell GX620	12/6/2005
33238	Computer:Dell GX620	12/6/2005
33239	Computer:Dell GX620	12/6/2005
33240	Computer:Dell GX620	12/6/2005
33241	Computer:Dell GX620	12/6/2005
33242	Computer:Dell GX620	12/6/2005
33243	Computer:Dell GX620	12/6/2005
33244	Computer:Dell GX620	12/6/2005
33245	Computer:Dell GX620	12/6/2005
33246	Computer:Dell GX620	12/6/2005
33247	Computer:Dell GX620	12/6/2005
33248	Computer:Dell GX620	12/6/2005
33249	Computer:Dell GX620	12/6/2005
33250	Computer:Dell GX620	12/6/2005
33251	Computer:Dell GX620	12/6/2005
33252	Computer:Dell GX620	12/6/2005
33253	Computer:Dell GX620	12/6/2005
33254	Computer:Dell GX620	12/6/2005
33255	Computer:Dell GX620	12/6/2005
33256	Computer:Dell GX620	12/6/2005
33257	Computer:Dell GX620	12/6/2005
33258	Computer:Dell GX620	12/6/2005
33259	Computer:Dell GX620	12/6/2005
33260	Computer:Dell GX620	12/6/2005
33261	Computer:Dell GX620	12/6/2005
33262	Computer:Dell GX620	12/6/2005
33263	Computer:Dell GX620	12/6/2005
33264	Computer:Dell GX620	12/6/2005
33271	Computer:Dell GX620	1/9/2006
33273	Computer:Dell GX620	1/9/2006
33274	Computer:Dell GX620	12/9/2005
33277	Computer:Dell GX620	12/9/2005
33286	Computer:Dell GX620	1/9/2006
33288	Computer:Dell GX620	1/9/2006
33289	Computer:Dell GX620	1/9/2006
33294	Computer:Dell GX620	12/9/2005
33297	Computer:Dell GX620	12/9/2005

Tag Number	Description	Acq Date
33299	Computer:Dell GX620	12/9/2005
33302	Computer:Dell GX620	12/9/2005
33304	Computer:Dell GX620	12/9/2005
33305	Computer:Dell GX620	12/9/2005
33312	Computer:Dell GX620	12/9/2005
33314	Computer:Dell GX620	12/9/2005
33315	Computer:Dell GX620	12/9/2005
33316	Computer:Dell GX620	12/9/2005
33321	Computer:Dell GX620	12/9/2005
33323	Computer:Dell GX620	12/9/2005
33328	Computer:Dell GX620	12/9/2005
33343	Computer:Dell GX620	1/9/2006
33345	Computer:Dell GX620	1/9/2006
33349	Computer:Dell GX620	1/9/2006
33350	Computer:Dell GX620	1/9/2006
33354	Computer:Dell GX620	1/9/2006
33357	Computer:Dell GX620	1/9/2006
33359	Computer:Dell GX620	1/9/2006
33361	Computer:Dell GX620	1/9/2006
33368	Computer:Dell GX620	1/9/2006
33369	Computer:Dell GX620	1/9/2006
33370	Computer:Dell GX620	1/9/2006
33373	Computer:Dell GX620	1/9/2006
33387	Computer:Dell GX620	1/9/2006
33500	Laptop Computer:Dell Latitude	1/12/2006
33503	Laptop Computer:Dell Latitude	1/12/2006
33504	Laptop Computer:Dell Latitude	1/12/2006
33505	Laptop Computer:Dell Latitude	1/12/2006
33508	Laptop Computer:Dell Latitude	1/12/2006
33511	Laptop Computer:Dell Latitude	1/12/2006
33515	Laptop Computer:Dell Latitude	1/12/2006
33518	Laptop Computer:Dell Latitude	1/11/2006
33519	Computer:Dell GX620	1/12/2006
33520	Computer:Dell GX620	1/12/2006
33524	Computer:Dell GX620	1/12/2006
33525	Computer:Dell GX620	1/12/2006
33530	Computer:Dell GX620	1/12/2006
33534	Computer:Dell GX620	1/12/2006
33536	Computer:Dell GX620	1/12/2006

Tag Number	Description	Acq Date
33537	Computer:Dell GX620	1/12/2006
33540	Computer:Dell GX620	1/12/2006
33618	Computer:Dell GX620	2/9/2006
33619	Computer:Dell GX620	2/9/2006
33620	Computer:Dell GX620	2/9/2006
33621	Computer:Dell GX620	2/9/2006
33622	Computer:Dell GX620	2/9/2006
33623	Computer:Dell GX620	2/9/2006
33624	Computer:Dell GX620	2/9/2006
33625	Computer:Dell GX620	2/9/2006
33626	Computer:Dell GX620	2/8/2006
33627	Computer:Dell GX620	2/9/2006
33628	Computer:Dell GX620	2/9/2006
33629	Computer:Dell GX620	2/9/2006
33630	Computer:Dell GX620	2/9/2006
33631	Computer:Dell GX620	2/8/2006
33632	Computer:Dell GX620	2/9/2006
33633	Computer:Dell GX620	2/9/2006
33634	Computer:Dell GX620	2/9/2006
33635	Computer:Dell GX620	2/9/2006
33636	Computer:Dell GX620	2/9/2006
33638	Computer:Dell GX620	2/8/2006
33639	Computer:Dell GX620	2/9/2006
33640	Computer:Dell GX620	2/9/2006
33641	Computer:Dell GX620	2/9/2006
33642	Computer:Dell GX620	2/9/2006
33643	Computer:Dell GX620	2/9/2006
33644	Computer:Dell GX620	2/9/2006
33650	Laptop Computer:Dell Latitude	2/13/2006
33855	Laptop Computer: Dell Latitude	5/30/2006
33860	Laptop Computer: Dell Latitude	5/31/2006
33862	Laptop: Dell Latitude D820	5/31/2006
33869	Computer:Toshiba M400	6/2/2006
33870	Laptop Computer: Dell Latitude	6/6/2006
33896	Computer:Fujitsu	6/19/2006
33897	Computer:Fujitsu	6/19/2006
33898	Computer:Fujitsu	6/19/2006
33899	Computer:Fujitsu	6/19/2006
33900	Computer:Fujitsu	6/19/2006

Tag Number	Description	Acq Date
33901	Computer:Fujitsu	6/19/2006
33902	Computer:Fujitsu	6/19/2006
33903	Computer:Fujitsu	6/19/2006
33904	Computer:Fujitsu	6/19/2006
33905	Computer:Fujitsu	6/19/2006
33906	Computer:Fujitsu	6/19/2006
33907	Computer:Fujitsu	6/19/2006
33908	Computer:Fujitsu	6/19/2006
33909	Computer:Fujitsu	6/19/2006
33910	Computer:Fujitsu	6/19/2006
33967	DVR:Costar	7/7/2006
33970	Laptop Computer:Dell Latitude	8/4/2006
34015	Laptop Computer:Toshiba M7	8/2/2006
34036	Laptop Computer:Dell Latitude	8/15/2006
34037	Laptop Computer:Dell Latitude	3/23/2006
34038	Laptop Computer:Dell Latitude	3/23/2006
34039	Laptop Computer:Dell Latitude	3/23/2006
34040	Laptop Computer:Dell Latitude	3/23/2006
34041	Laptop Computer:Dell Latitude	3/23/2006
34043	Laptop Computer:Dell Latitude	3/23/2006
34044	Laptop Computer:Dell Latitude	3/23/2006
34045	Laptop Computer:Dell Latitude	3/23/2006
34046	Laptop Computer:Dell Latitude	3/23/2006
34158	Laptop Computer: Dell Latitude	4/26/2006
34190	Computer:Dell GX520	4/26/2006
34191	Computer:Dell GX520	4/26/2006
34197	Computer:Dell GX520	4/26/2006
34203	Computer:Dell GX520	4/26/2006
34208	Computer:Dell GX520	4/26/2006
34224	Computer:Dell GX520	4/26/2006
34229	Computer:Dell GX520	4/26/2006
34261	Laptop Computer:Dell Latitude	4/26/2006
34386	Computer: Dell GX620	5/12/2006
34396	Computer: Dell GX620	5/12/2006
34407	Computer: Dell GX620	5/12/2006
34430	Laptop Computer: Dell Latitude	5/30/2006
34524	VideoRaid Storage Drives:Medea	8/22/2006
34526	VideoRaid Storage Drives:Medea	8/22/2006
34619	PRO2 Control Systems:Crestron	10/31/2006

Tag Number	Description	Acq Date
34854	Laptop Computer:Dell Latitude	7/7/2006
34914	Dell Latitude D820	3/20/2007
34915	Dell Latitude	3/20/2007
34988	Laptop Computer:Dell Latitude	8/21/2006
34990	Laptop Computer:Dell Latitude	8/22/2006
35023	Laptop Computer:Dell Latitude	9/1/2006
35025	Laptop Dell Latitude D820	9/6/2006
35026	Laptop Computer:Dell Latitude	9/6/2006
35029	Computer:Dell GX620	9/7/2006
35060	Laptop Computer:Dell Latitude	10/6/2006
35104	Laptop Computer:Dell Latitude	10/24/2006
35130	Laptop Computer:Dell Latitude	11/13/2006
35132	Computer:Dell GX620	11/16/2006
35142	Laptop Computer:Dell Latitude	11/28/2006
35160	Laptop Computer:Dell Latitude	12/8/2006
35172	Laptop Computer:Dell Latitude	12/13/2006
35179	Printer:Kyocera	10/9/2006
35264	Laptop Computer:Dell Latitude	8/31/2006
35278	Laptop Computer:Dell Latitude	8/31/2006
35386	Computer:Dell GX620	11/14/2006
35479	Computer:Dell GX620	9/11/2006
35483	Computer:Dell GX620	9/11/2006
35486	Computer:Dell GX620	9/11/2006
35491	Laptop Computer:Dell Latitude	9/13/2006
35497	Laptop Computer:Dell Latitude	9/13/2006
35498	Laptop Computer:Dell Latitude	9/13/2006
35508	Laptop Computer:Dell D620	9/27/2006
35571	Laptop Computer:Dell Latitude	10/24/2006
35572	Laptop Computer:Dell Latitude	10/24/2006
35597	Laptop Computer:Dell Latitude	11/27/2006
35599	Laptop Computer:Dell Latitude	11/27/2006
35656	Laptop Computer:Dell Latitude	1/5/2007
35664	DVR 16 Channel	1/11/2007
35672	Laptop Latitude	1/23/2007
35673	Laptop Latitude	1/23/2007
35674	Computer - Latitude D620	1/23/2007
35677	Laptop Latitude	1/23/2007
35678	Laptop Latitude	1/23/2007
35679	Laptop Latitude	1/23/2007

Tag Number	Description	Acq Date
35696	Dell Latitude	2/26/2007
35700	Power Edge Server	2/28/2007
35702	Dell Latitude	3/8/2007
35705	Dell Latitude D820	3/8/2007
35706	Computer:Dell GX620	1/2/2007
35707	Computer:Dell GX620	1/2/2007
35708	Computer:Dell GX620	1/2/2007
35709	Computer:Dell GX620	1/2/2007
35710	Computer:Dell GX620	1/2/2007
35713	Computer:Dell GX620	1/2/2007
35714	Computer:Dell GX620	1/2/2007
35716	Computer:Dell GX620	1/2/2007
35719	Computer:Dell GX620	1/2/2007
35748	PROJECTOR: EPSON	4/30/2007
35749	PROJECTOR:EPSON	4/30/2007
35768	Sound Mixer	11/2/2008
35769	Projector - Eiki 5550 lumen	11/2/2007
35792	Dell Minitower	1/11/2007
35797	Dell Minitower	1/11/2007
35805	Dell Minitower	1/11/2007
35815	Dell Minitower	1/11/2007
35821	Dell OptiPlex	3/6/2007
35822	Dell OptiPlex	3/6/2007
35824	Laptop Latitude	3/6/2007
35825	Dell Latitude	3/6/2007
35828	Dell Latitude D820	3/8/2007
35830	Dell Latitude	3/8/2007
35843	Dell Latitude Laptop	3/14/2007
35848	Laptop	2/21/2007
35850	Laptop	2/21/2007
35852	Laptop	2/21/2007
35853	Laptop	2/21/2007
35854	Laptop	2/21/2007
35855	Laptop	2/21/2007
35860	Laptop	2/21/2007
35861	Laptop	2/21/2007
35864	Laptop	2/21/2007
35866	Laptop	2/21/2007
35869	Laptop	2/21/2007

Tag Number	Description	Acq Date
35872	Laptop	2/21/2007
35877	Laptop	2/21/2007
35880	Laptop	2/21/2007
35897	Dell Opti Plex	3/14/2007
35909	Dell Latitude	3/23/2007
35916	COMPUTER: LAPTOP	3/27/2007
35922	Air Taser	12/21/2006
35923	Air Taser	12/21/2006
35924	Air Taser	12/21/2006
35969	Dell Optiplex computer	2/1/2007
35971	Dell Optiplex computer	2/1/2007
35973	Dell Optiplex computer	2/1/2007
35974	Dell Optiplex computer	2/1/2007
35981	Dell Optiplex computer	2/1/2007
35982	Dell Optiplex computer	2/1/2007
36082	TOS Portege Laptop	9/15/2010
36097	Computer OptiPlex 745	4/10/2007
36098	Computer OptiPlex 74	4/10/2004
36100	OptiPlex 745 desktop	4/10/2007
36105	Computer: Desk Top	4/10/2007
36106	Computer: Desk Top	1/10/2007
36107	Computer: Desk Top	1/10/2007
36108	Computer: Desk Top	4/10/2007
36110	Computer: Mini Tower	4/10/2007
36115	COMPUTER; LAPTOP APPLE	4/16/2007
36142	Computer: laptop	4/24/2007
36143	Computer: laptop	4/24/2007
36144	Computer: laptop	4/24/2007
36145	Computer: laptop	4/24/2007
36148	Dell Latitude	4/25/2007
36158	Computer: Desktop	5/7/2007
36159	Computer: Desktop	5/7/2007
36163	Computer: Desktop	5/7/2007
36164	Computer: Desktop	5/7/2007
36165	Computer: Desktop	5/7/2007
36169	Computer: Laptop	4/30/2007
36171	Computer: Laptop	4/30/2007
36173	Computer: Laptop	4/30/2007
36174	Computer: Laptop	4/30/2007

Tag Number	Description	Acq Date
36175	Computer: Laptop	4/30/2007
36177	Computer: Laptop	4/30/2007
36178	Computer: Laptop	4/30/2007
36179	Computer: Laptop	4/30/2007
36180	Computer: Laptop	4/30/2007
36181	Computer: Laptop	4/30/2007
36184	Computer: Laptop	4/30/2007
36259	Projector - EIKI	8/31/2007
36288	Computer: Laptop	4/30/2007
36289	Computer: Laptop	4/30/2007
36291	Computer: Laptop	4/30/2007
36292	Computer: Laptop	4/30/2007
36293	Computer: Laptop	4/30/2007
36294	Computer: Laptop	4/30/2007
36295	Computer: Laptop	4/30/2007
36297	Computer: Laptop	4/30/2007
36321	COMPUTER;LAPTOP	5/7/2007
36342	Projector Power Light	5/29/2007
36358	Projector Power Light	5/29/2007
36360	Projector Power Light	5/29/2007
36362	Projector Power Light	5/29/2007
36366	Projector Power Light	5/29/2007
36369	Projector Power Light	5/29/2007
36372	Computer: Laptop	5/30/2007
36373	Computer: Laptop	5/30/2007
36374	Computer: Laptop	5/30/2007
36382	Computer: Laptop	5/31/2007
36549	Laptop Latitude	6/5/2007
36570	Computer: Laptop	6/12/2007
36573	Computer: Laptop	6/12/2007
36574	Computer: Laptop	6/12/2007
36577	Computer OptiPlex	6/20/2007
36593	Latitude D820	7/5/2007
36595	Latitude D820	7/5/2007
36599	Latitude D820	7/5/2007
36600	Latitude D820	7/5/2007
36602	Latitude D820	7/5/2007
36604	Latitude D820	7/5/2007
36605	Latitude D820	7/5/2007

Tag Number	Description	Acq Date
36606	Latitude D820	7/5/2007
36609	Latitude D820	7/5/2007
36623	OptiPlex 745	7/17/2007
36640	Computer: Laptop	5/18/2007
36641	Computer: laptop	5/18/2007
36664	Computer: Laptop	5/18/2007
36670	Computer: Laptop	5/30/2007
36671	Computer: Laptop	5/30/2007
36672	Computer: Laptop	5/30/2007
36675	Computer: Laptop	5/30/2007
36679	Computer: Laptop	5/30/2007
36680	Computer: Laptop	5/30/2007
36762	Computer Desktop	6/20/2007
36763	Computer Desktop	6/20/2007
36764	Computer Desktop	6/20/2007
36765	Computer Desktop	6/20/2007
36766	Computer Desktop	6/20/2007
36767	Computer Desktop	6/20/2007
36768	Computer Desktop	6/20/2007
36772	Computer Desktop	6/20/2007
36773	Dell Laptop	3/16/2007
36776	Dell Laptop	3/16/2007
36777	Dell Laptop	3/16/2007
36778	Dell Laptop	3/16/2007
36779	Dell Laptop	3/16/2007
36780	Dell Laptop	3/16/2007
36782	Dell Laptop	3/16/2007
36783	Dell Laptop	3/16/2007
36784	Dell Laptop	3/16/2007
36786	Dell Laptop	3/16/2007
36787	Dell Laptop	3/16/2007
36788	Dell Laptop	3/16/2007
36791	Dell Laptop	3/16/2007
36792	Dell Laptop	3/16/2007
36794	Dell Laptop	3/16/2007
36795	Dell Laptop	3/16/2007
36797	Dell Laptop	3/16/2007
36799	Dell Laptop	3/16/2007
36800	Dell Laptop	3/16/2007

Tag Number	Description	Acq Date
36801	Dell Laptop	3/16/2007
36802	Dell Laptop	3/16/2007
36805	Dell Laptop	3/16/2007
36806	Dell Laptop	3/16/2007
36808	Dell Laptop	3/16/2007
36809	Dell Laptop	3/16/2007
36810	Dell Laptop	3/16/2007
36811	Dell Laptop	3/16/2007
36814	Dell Laptop	3/16/2007
36817	Dell Laptop	3/16/2007
36818	Dell Laptop	3/16/2007
36822	Dell Laptop	3/16/2007
36824	Dell Laptop	3/16/2007
36825	Dell Laptop	3/16/2007
36826	Dell Laptop	3/16/2007
36827	Dell Laptop	3/16/2007
36829	Dell Laptop	3/16/2007
36833	Dell Laptop	3/16/2007
36834	Dell Laptop	3/16/2007
36835	Dell Laptop	3/16/2007
36838	Dell Laptop	3/16/2007
36840	Dell Laptop	3/16/2007
36843	Dell Laptop	3/16/2007
36855	Dell Precision	8/17/2007
36863	Computer: Laptop	6/12/2007
36866	Dell Latitude D820	8/30/2007
36870	Latitude D830	9/17/2007
36873	Latitude D531	10/1/2007
36874	Latitude D531	10/1/2007
36875	Latitude D531	10/1/2007
36876	Latitude D531	10/1/2007
36877	Latitude D531	10/1/2007
36879	Computer - Latitude D830	10/1/2007
36881	Computer - Latitude D830	10/1/2007
36886	Laptop, Dell D820	10/15/2007
36887	Latitude D830	10/15/2007
36936	Computer Laptop, Latitude D830	1/30/2008
36937	Computer Laptop, Latitude D830	1/30/2008
36939	Computer Laptop, Latitude D830	1/30/2008

Tag Number	Description	Acq Date
36940	Laptop Computer; Latitude D830	2/4/2008
37021	Latitude D630	10/10/2007
37022	Latitude D630	10/10/2007
37024	Latitude D630	10/10/2007
37026	Latitude D630	10/10/2007
37027	Latitude D630	10/10/2007
37029	Latitude D630	10/10/2007
37031	Latitude D630	10/10/2007
37032	Latitude D630	10/10/2007
37033	Latitude D630	10/10/2007
37034	Latitude D630	10/10/2007
37035	Latitude D630	10/10/2007
37037	Latitude D630	10/10/2007
37038	Latitude D630	10/10/2007
37039	Latitude D630	10/10/2007
37040	Latitude D630	10/10/2007
37041	Latitude D630	10/10/2007
37042	Latitude D630	10/10/2007
37043	Latitude D630	10/10/2007
37044	Latitude D630	10/10/2007
37045	Latitude D630	10/10/2007
37046	Latitude D630	10/10/2007
37048	Latitude D630	10/10/2007
37049	Latitude D630	10/10/2007
37052	Latitude D630	10/10/2007
37085	Lattitude D630	9/24/2007
37086	Lattitude D630	9/24/2007
37089	Lattitude D630	9/24/2007
37091	Lattitude D630	9/24/2007
37092	Lattitude D630	9/24/2007
37096	Lattitude D630	9/24/2007
37101	Lattitude D630	9/24/2007
37102	Lattitude D630	9/24/2007
37103	Lattitude D630	9/24/2007
37105	Lattitude D630	9/24/2007
37107	Lattitude D630	9/24/2007
37108	Lattitude D630	9/24/2007
37110	Lattitude D630	9/24/2007
37112	Lattitude D630	9/24/2007

Tag Number	Description	Acq Date
37113	Lattitude D630	9/24/2007
37114	Lattitude D630	9/24/2007
37131	Computer - Latitude D830	10/3/2007
37206	Computer - Latitude D830	5/12/2008
37210	Computer - Latitude D830	5/15/2008
37211	Computer - Latitude D830	5/15/2008
37212	Computer - Latitude D830	5/15/2008
37358	Computer - Lattitude D830	3/24/2008
37385	Projector - EIKI	4/8/2008
37395	Computer - Latitude D830	4/4/2008
37396	Computer - Latitude D830	4/4/2008
37422	Computer - Latitude D830	5/5/2008
37445	Computer - Optiplex 755 MT	1/29/2008
37446	Computer - Optiplex 755 MT	1/29/2008
37447	Computer - Optiplex 755 MT	1/29/2008
37448	Computer - Optiplex 755 MT	1/29/2008
37449	Computer - Optiplex 755 MT	1/29/2008
37450	Computer - Optiplex 755 MT	1/29/2008
37451	Computer - Optiplex 755 MT	1/29/2008
37452	Computer - Optiplex 755 MT	1/29/2008
37453	Computer - Optiplex 755 MT	1/29/2008
37454	Computer - Optiplex 755 MT	1/29/2008
37455	Computer - Optiplex 755 MT	1/29/2008
37456	Computer - Optiplex 755 MT	1/29/2008
37457	Computer - Optiplex 755 MT	1/29/2008
37458	Computer - Optiplex 755 MT	1/29/2008
37459	Computer - Optiplex 755 MT	1/29/2008
37460	Computer - Optiplex 755 MT	1/29/2008
37605	Computer - OptiPlex 755	2/4/2008
37611	Computer - Latitude D830	1/30/2008
37625	Computer:Desktop:OptiPlex 755	2/1/2008
37634	Computer:Desktop:OptiPlex 755	2/1/2008
37639	Computer:Desktop:OptiPlex 755	2/1/2008
37649	Computer:Desktop:OptiPlex 755	2/1/2008
37676	Computer - Latitude D830	2/14/2008
37688	Computer - Latitude D830	2/14/2008
38013	Computer - Latitude D830	5/29/2008
38031	Computer - Latitude D830	5/30/2008
38038	Laptop - Dell D830	6/2/2008

Tag Number	Description	Acq Date
38039	Computer - Latitude D830	6/2/2008
38042	Computer - Latitude D830	6/2/2008
38049	Computer - Latitude D830	6/2/2008
38054	Computer - Latitude D830	6/2/2008
38058	Computer - Latitude D830	6/2/2008
38060	Computer - Latitude D830	6/3/2008
38061	Computer - Latitude D830	6/3/2008
38062	Computer - Latitude D830	6/3/2008
38072	Laptop Dell Latitude D830	6/3/2008
38073	Laptop Dell Latitude D830	6/3/2008
38075	Laptop Dell Latitude D830	6/3/2008
38081	Computer - Latitude D830	6/4/2008
38101	Computer - OptiPlex 755 MT	6/13/2008
38121	Computer - Optiplex 755 MT	5/28/2008
38122	Computer - Optiplex 755 MT	5/28/2008
38123	Computer - Optiplex 755 MT	5/28/2008
38124	Computer - Optiplex 755 MT	5/28/2008
38125	Computer - Optiplex 755 MT	5/28/2008
38126	Computer - Optiplex 755 MT	5/28/2008
38128	Computer - Optiplex 755 MT	5/28/2008
38139	Computer - Latitude D830	5/28/2008
38140	Computer - Latitude D830	5/28/2008
38156	Optiplex 755 Minitower	6/6/2008
38211	Computer - OptiPlex 755 MT	6/12/2008
38214	Computer - OptiPlex 755 MT	6/12/2008
38249	Laptop - Dell Inspiron 530	8/4/2008
38344	Laptop - Latitude D830	5/29/2008
38345	Laptop - Latitude D830	5/29/2008
38346	Laptop - Latitude D830	5/29/2008
38347	Laptop - Latitude D830	5/29/2008
38350	Laptop - Latitude D830	5/29/2008
38351	Laptop - Latitude D830	5/29/2008
38352	Laptop - Latitude D830	5/29/2008
38353	Laptop - Latitude D830	5/29/2008
38355	Laptop - Latitude D830	5/29/2008
38356	Laptop - Latitude D830	5/29/2008
38357	Laptop - Latitude D830	5/29/2008
38358	Laptop - Latitude D830	5/29/2008
38360	Laptop - Latitude D830	5/29/2008

Tag Number	Description	Acq Date
38361	Laptop - Latitude D830	5/29/2008
38605	Dell Precision T5400	12/22/2008
38651	Computer - OptiPlex 755 MT	8/22/2008
38674	Computer - Latitude D830	8/22/2008
38675	Computer - Latitude D830	8/22/2008
38676	Computer - Latitude D830	8/22/2008
38677	Computer - Latitude D830	8/22/2008
38678	Computer - Latitude D830	8/22/2008
38679	Computer - Latitude D830	8/22/2008
38680	Computer - Latitude D830	8/22/2008
38681	Computer - Latitude D830	8/22/2008
38682	Computer - Latitude D830	8/22/2008
38684	Computer - Latitude D830	8/22/2008
38686	Computer - Latitude D830	8/22/2008
38687	Computer - Latitude D830	8/22/2008
38688	Computer - Latitude D830	8/22/2008
38689	Computer - Latitude D830	8/22/2008
38690	Computer - Latitude D830	8/22/2008
38691	Computer - Latitude D830	8/22/2008
38692	Computer - Latitude D830	8/22/2008
38693	Computer - Latitude D830	8/22/2008
38694	Computer - Latitude D830	8/22/2008
38695	Computer - Latitude D830	8/22/2008
38697	Computer - Latitude D830	8/22/2008
38865	Refrigerator Glass Door	1/12/2009
38936	Radio Remote Focus Unit	6/30/2009
39002	Computer Latitude E6500	2/12/2009
39295	Server Enterprise 1U	4/23/2009
39387	Apple Macbook Pro	2/14/2011
39497	PowerEdge Server R610	6/25/2010
39709	PowerEdge Server 6950	2/23/2010
39815	Dell Latitude E5510	3/21/2011
40208	5.6 cf Refrigerator/Freezer	3/9/2011

Tag Number	Description	Acq Date
40466	Audio Mixer MICVIEW	5/4/2011
40654	Water Treatment System	5/12/2011
40655	Water Treatment System	5/12/2011
43127*	Centrifuge	5/22/2015
43633*	Fiberglass Blower	10/9/2015

*Asset returned to vendor; refund received

William D. Law, Jr., President; Doug Duncan, Senior Vice President, Administrative/Business Services & Information Systems; Theresa Furnas, Associate Vice President, Financial & Business Services, recommend approval.