

MINUTES OF THE JANUARY 21, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, January 21, 2019 at the St. Petersburg College EpiCenter, 13805 58th Street N, Clearwater, Florida. The following Board members were present: Chair Katherine Cole, Bridgette Bello, Thomas Kidwell, and Deveron Gibbons. Trustee Nathan Stonecipher was not present. Also present were Tonjua Williams, President of St. Petersburg College and Secretary to the Board of Trustees. Proof of public notice of this meeting is included as part of these minutes. Notices were duly posted.

NOTICE OF MEETING BOARD OF TRUSTEES, ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College will hold a public meeting to which all persons are invited, commencing at 9:00 a.m. on Tuesday, January 21, 2020, at the EpiCenter, Room 1-453, 13805 58th Street North, Clearwater, Florida. The meeting will be held for the purpose of considering routine business of the College; however, there are no rules being presented for adoption or amendment at this meeting.

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

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

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

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

20-000. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
JANUARY 21, 2020

ST. PETERSBURG COLLEGE
DOUGLAS L. JAMERSON JR MIDTOWN CENTER
1300 22nd STREET S (Room 141)
ST. PETERSBURG, FL
SPECIAL MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. RECOGNITIONS

- A. Presentation of Retirement Resolutions and Motion for Adoption
 - 1. Bonnie Fairbank (*Attending*)
 - 2. Kimberly Felos (*Attending*)
 - 3. Patricia Miles (*Attending*)
- B. SPC Spotlight
 - 1. New Dean Humanities and Fine Arts
 - 2. New Dean College of Business
 - 3. New Dean of Workforce Development
 - 4. New Executive Director, Institute for Strategic Policy and Solutions
 - 5. New Executive Director of Development, SPC Foundation

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 November 19, 2019 (*Action*)

Board of Trustees' Strategic Planning Workshop of December 17, 2019 (*Action*)

Board of Trustees Special Meeting of December 17, 2019 (*Action*)

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V. MONTHLY REPORTS

- A. General Counsel
- B. Leepa-Rattner Museum of Art – Dr. Teresa Wilkins, Director
(*Presentation*)

VI. STRATEGIC FOCUS

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

- 1. Strategic Plan Dash Board – Dr. Sabrina Crawford, Associate Vice President, Institutional Effectiveness and Academic Affairs (*Presentation*)
- 2. Fall and Winter 2019 Course Success Rates – Dr. Sabrina Crawford
(*Presentation*)
- 3. Spring 2020 Enrollment Summary – Dr. Patrick Rinard, Associate Vice President, Enrollment Services (*Presentation*)

VII. CONSENT AGENDA

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

- 1. Completion of the St. Petersburg/Gibbs Student Success Center Update
(*Action*)

B. NEW BUSINESS

1. ADMINISTRATIVE MATTERS

- a. Human Resources
 - i. Personnel Report (*Action*)
 - ii. Stop Loss Policy (*Action*)

2. GRANTS/RESTRICTED FUNDS CONTRACTS

- a. Educate Tomorrow – Foster Care/Homeless Youth (*Action*)

3. OTHER

- a. Spot Survey #2, Version 10, Tarpon Springs and Allstate Center (*Action*)

VIII. INFORMATIONAL REPORTS

- A. Quarterly Informational Report of Contract Items (*Information*)
- B. Quarterly Informational Report of Exempt and Non Exempt Purchases (*Information*)
- C. Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$325,000 (*Information*)
- D. Quarterly Report of Dell Financials Agreements (*Information*)
- E. Direct Support Organization

1. Leepa-Rattner Museum (LRMA) (*Information*)
2. Institute for Strategic Policy and Solutions (*Information*)
3. St. Petersburg College Foundation (*Information*)

F. Palladium at St. Petersburg (*Information*)

G. Operating Budget Report (*Information*)

IX. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing – None

X. PRESIDENT’S REPORT

XI. NEXT MEETING DATE AND SITE

February 18, 2020, EpiCenter, 1-453

XII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting January 21, 2020, 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: January 10, 2020

20-001. Under Item I, Call to Order

The meeting was convened by Chair Cole at 9:00am. The invocation was given by Chair Cole and was immediately followed by the Pledge of Allegiance.

20-002. Under Item II – Recognitions

A. Presentation of Retirement Resolutions and Motion for Adoption

Dr. Williams recommended adoption of retirement resolutions for Ms. Bonnie Fairbank, Dr. Kimberly Felos, and Ms. Patricia Miles, who were joined by family and colleagues and received their resolutions as presented by Chair Cole and President Williams.

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B. SPC Spotlights

Dr. Susan Demers introduced the new Dean of Humanities and Fine Arts, Dr. Barbara Hubbard. Dr. Hubbard has a comprehensive academic leadership career in the greater Tampa Bay region, including Acting Dean at St. Petersburg College, Academic Chair at St. Petersburg College, Campus Director at Eckerd College, Dean at the Art Institute of Tampa, and Program Director at USF, St. Petersburg. Dr. Hubbard began her career at St. Petersburg College as an Adjunct instructor and advanced to the Academic Chair of the Digital Media program at the Seminole Campus. Dr. Hubbard has a strong community network that includes working closely with the Clearwater Public Art & Design Committee, Dunedin Fine Art Center, Dunedin Arts and Culture Advisory Council, Pinellas County Cultural Task Force, and Pinellas County Schools. She has presented at numerous conferences and workshops and her own creations have been exhibited at various local venues. Dr. Hubbard earned her Bachelor of Arts and Master of Arts from Montclair State University. She completed her doctorate in Curriculum & Instruction/Higher Education Administration.

Dr. Hubbard stated that she is very happy to be at SPC and she appreciates the welcome and looks forward to doing a fabulous job in the Humanities and Fine Arts in a wonderful county that embraces the arts. She noted that she has wonderful colleagues and she thinks together they will venture out into the community and make arts and humanities first in the county.

Dr. Demers next introduced the new Dean of Business, Ms. Martha Przyborowski. Ms. Przyborowski has been with St. Petersburg College since 2009. As a Department Chair, she managed a \$1.5 Million U.S. Department of Labor Supply Chain Management grant awarded to SPC. As part of the grant initiative, Ms. Przyborowski oversaw and directed the efforts in student recruitment and retention, program development, outreach, curriculum development, and staff management. Ms. Przyborowski earned her B.S. degree in Marketing from the University of South Florida and her MBA from Long Island University, in partnership with Franklin College in Lugano, Switzerland. As part of her MBA, Marta spent 7 months in Lugano, Switzerland learning various facets of international business.

Ms. Przyborowski stated that she is very excited about the opportunity to take the College of Business on to the next phase of growth and development in terms of programming. She looks forward to ensuring that the department serves the community and SPC students to the best of their capacity.

Trustee Gibbons thanked Dr. Demers and Dr. Williams for hiring both of these people, noting that they are both excellent people who he has known for a very long time. He thinks that the Board and the President's involvement in the hiring of these people will take SPC a long way down the road to where it needs to be.

Dr. Demers thanked Trustee Gibbons and agreed with him wholeheartedly.

Dr. Williams introduced Mr. Mike Ramsey, the new Workforce Development Dean, which is a relatively new position because the Workforce role was not previously a dean; however, it is important for the position to work alongside academic deans and work collaboratively. Dr. Williams noted that a thorough search was conducted, and Mr. Ramsey was found right across the Bay. Mr. Ramsey has served as an educator for the past 16 years in several key leadership positions. He comes to SPC from Hillsborough County Public School's (HCPS) where he oversaw their secondary and post-secondary Career, Technical, & Adult Education (CTAE) programs as the General Director. He has focused his efforts on establishing community and business partnerships that align training program offerings with the local industry demands. Mr. Ramsey also supports the Tampa Bay community by serving on the CareerSource Tampa Board of Directors, where he is the Chair of the Workforce Solutions Committee; the Mayor's Workforce Development Taskforce; the LEAP Tampa Bay College Access Network Leadership Council; the Greater Tampa Chamber of Commerce's Education Connection Committee; and as a member of the Florida Career Pathways Network Board of Directors. Mr. Ramsey earned his Bachelor of Arts from Thomas Edison State University and a Master's of Science from Nova Southeastern University.

Mr. Ramsey thanked the Board and Dr. Williams. He stated that he is excited to be at SPC. He noted that there is workforce going on all throughout SPC, and just because the position is new does not mean that that concept is new to the College. He expressed a desire to help align what SPC is doing internally to the local workforce to make sure that the needs are being met. He noted that workforce development is a simple component – SPC has demand from the local business and industry, and SPC is the supply. He stated that to mesh is a beautiful thing because now everybody is employed, and employee skills are being up scaled to the place where they can have a better chance of economic mobility for their families, which is what SPC is all about.

Dr. Jesse Coraggio announced the hiring of Ms. Kimberly Jackson, Esq. as the new Executive Director of the Institute for Strategic Policy and Solutions. Ms. Jackson joined St. Petersburg College in 2012 as an adjunct professor in the Paralegal Program. She was promoted in 2015 to the position of Academic Department Chair for Social and Behavioral Sciences for the Downtown and Midtown Campuses. Ms. Jackson has spent over 20 years serving the community through her legal services, mentoring, non-profit work, and impactful educational seminars on a range of topics from social justice, legislative initiatives, disability rights and mental health, the environment, arts and the geographic shift in the area. Ms. Jackson received her B.A. in Political Science with a minor in Communications from Spelman College in Atlanta, GA, her J.D. with a concentration in International Relations from Stetson University College of Law and her Masters in International Public Policy from Johns Hopkins School of Advanced International Sciences.

Ms. Williams stated that she is humbled by the opportunity to reinvigorate the Institute for Strategic Policy and Solutions, to revive its mission in alignment with what Congressman Bill Young wanted to achieve with the Institute. She stated that the Institute is off to an incredible start, working with the Florida Civic Advanced Summit and hosting that program. The Institute has worked with all of the leaders across SPC who have graciously agreed to assist with programming, with logos, with website design. She is excited to meet with the Board of Trustees and to have the strategic plan to move forward with the vision.

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Mr. Jesse Turtle introduced the new Executive Director of Development for the SPC Foundation, Dr. Luz Randolph. Dr. Randolph comes to SPC from the University of South Florida where she was responsible for the university-wide fundraising efforts for Diversity Initiatives. Her primary focus was to assist in cultivating relationships between USF constituents and the Tampa Bay community. She has successfully fundraised over \$3 million for the USF system and assisted in the development and implementation of the Black Leadership Network, which aims to provide financial and mentoring support to African American students at the University of South Florida. Before coming to USF, Dr. Randolph served as Director of the Candidate Empowerment Center (CEC) at Florida A&M University. She also served as Assistant Director of the Department of Multicultural Student Affairs at the University of Miami. She is a double alumna from the University of South Florida with a B.A in Interpersonal Communication and a Master of Education in Curriculum and Instruction – College Student Affairs. She completed her Doctor of Education in Higher Education and Leadership Administration degree from Nova Southeastern University.

Dr. Randolph stated that she is truly excited to join SPC today to continue the mission of SPC, bring the internal and the external community together, and to help the Foundation to successfully exceed the capital campaign 2027.

Trustee Gibbons opined that both ladies will do an exceptional job and that SPC is doing a good job with hiring. He jokingly noted that Dr. Randolph snickered him into a scholarship for USF. He praised Dr. Randolph for her efforts soliciting scholarship donations from the minority community in St. Pete for minority students to attend USF St. Pete. He noted that many of these students come from SPC. He welcomed both Dr. Randolph and Ms. Jackson on board, noting that he has known Ms. Jackson for a very long time. He thanked the College for having the foresight to hire both women.

20-003. Under Item III, Comments

Chair Cole thanked Trustee Kidwell and Trustee Stonecipher, who had to be out of town this week, for attending the AFC meetings in Tallahassee. She added that Trustee Gibbons joined them for one of those meetings as well. She stated that the Board members had a very productive trip in Tallahassee, meeting with each one of the legislators who were sponsors of initiatives for the College specific to funding requests. They also talked about the State College System generally and the significant need to increase the amount of base funding. She noted that over the past three years, Dr. Williams and her team have cut over \$14M from the College budget, and that has taken a significant toll on everyone, which the Board certainly understands and appreciates.

Chair Cole agreed with Trustee Gibbons that the five new hires are an example of the reset that has been happening over the past three years. She stated that the Board certainly recognizes that, and she thinks the legislature does as well, at least hopefully the incoming leadership of the

legislature. She thanked Eired Eddy for all of her hard work in coordinating the trip. She stated that the Board had a really good three days in Tallahassee last week.

Trustee Bello apologized for not being able to be in Tallahassee.

Chair Cole noted that the Board will be in D.C. in a few weeks.

Trustee Gibbons said that it was a very good time. Even though he attended one meeting, Dr. Williams gave him five assignments. He opined that the Board made some significant headway in terms of making sure that SPC's appropriations requests are taken seriously in this legislative session.

Trustee Gibbons noted that he thinks Dr. Williams, in meeting with the incoming senate president, Wilton Simpson, got a good feel of what is going to happen going forward. Trustee Gibbons opined that President Simpson is looking out for the region. He wants SPC to be successful and he in fact praised the Board for the type of work that it does compared to other Boards.

Trustee Gibbons stated that in having those meetings, the Board has to make sure that they do one of two things: one is be very responsive when the legislature needs answers to questions and number two is make sure the Board is in their face the entire year, not just during the legislative session. He noted that the Board has to work the legislators during the summertime to make sure that they educate them on what SPC is looking to do so that the Fall and the Spring are merely just steps the Board has to go do to make sure that SPC gets funding. He said that is not always based upon how much money one gives; while that is a great thing to be able to do, the Board has to spend more time with legislators, as they did last week, and make sure that they are very well educated on what SPC is trying to accomplish and how it impacts students. While the district is Pinellas County, the Board needs to demonstrate how it can be utilized statewide as a pilot program. He stated that the Board had a good week and did an excellent job, and he is looking forward to seeing what happens in D.C.

Trustee Gibbons stated that he met with U.S. Senator Marco Rubio last night. He told Dr. Williams that Senator Rubio assured him that he will meet with Dr. Williams himself as long as it is at 7:00 a.m. or so because they have a trial going on. Trustee Gibbons noted that he told Senator Rubio that Dr. Williams has not been able to get a time with him; Senator Rubio assured Trustee Gibbons that he would do that. Trustee Gibbons stated that he will give Dr. Williams the contact information.

Chair Cole noted that the Board of Trustees is obviously doing the work that they think is the best for the local community; it is the Board's job to make sure that the community is served by SPC. However, the Board has the reality that SPC is directly tied to the State College System and the legislative appropriations system. Therefore, being responsive and reactive – and not only reactive but proactive – which were some of the things that the Board heard from the legislators. She acknowledged that some of the changes made over the past couple years have been hard to swallow and have been significant locally, but it was affirming to hear that SPC is going in the

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best direction to not only be a leader in the community for economic mobility and for service and education, but really among the state.

Chair Cole extended her compliments to Dr. Williams and all of SPC because it is not always easy to make those changes, especially as significant of changes that have been made over the past couple years.

Chair Cole stated that President Simpson was extremely complimentary.

Vice Chair Bello congratulated Dr. Williams on the U.S. News and World Report Top 100 Colleges in the Nation ranking, which is something to be extremely proud of.

Vice Chair Bello again apologized for not being able to go to Tallahassee. She noted that she went to Tallahassee and D.C. last year.

Chair Cole said that the Board missed Vice Chair Bello but know that they will have her again soon.

Trustee Kidwell stated that it was his first trip of this nature to Tallahassee. He stated that it was very eye-opening, and he learned a lot. It was fun but it was extremely professional, and he learned a lot from Dr. Williams and the other Trustees. He plans on going every year for as long as the legislature will have him.

President Williams shared that she has been very busy, and that she also wants to chime in on the Tallahassee trip. She commended Ms. Eddy on a fantastic job. Dr. Williams explained that Ms. Eddy's role is herding cats; the Board and Dr. Williams have all types of ideas and approaches that they want to take with each legislator, and Ms. Eddy guides them. She opined that the trip was very profitable. She shared that they received very good feedback. She noted that the Board and she did spend time with the local delegates during the summer this year – they both visited legislators and invited them to SPC; some spoke at graduation. SPC is bringing the legislators into the SPC family.

Dr. Williams shared that yesterday, SPC had 37 MLK Day of Service projects going on in the county all at one time. She is very proud of that because at first, SPC only did it in St. Pete, and now SPC has expanded it to the whole Pinellas County. The 37 projects of service followed Dr. King's vision as well as SPC's core beliefs that SPC is here to be a part of the community and to engage the community. SPC is also a part of the St. Pete parade, which is one of the largest parades regionally. The parade was well attended with several bands, and SPC had their float there with music and going right down the street with everyone else.

Dr. Williams thanked Trustee Cole, Steve Shepherd, Mr. Warshof, and Dr. Davis for being at the celebration SPC had for the incubator at Tarpon. The event was covered by ABC Action News and Bay News 9; it was amazing coverage and SPC was on TV for a long time and a lot of reiterations. Dr. Williams stated that it is really a big deal that this hub goes off with no problem

because it is going to impact how SPC works with business and industry, and it is going to impact the quality of SPC students. When they go to work, they are going to have that hands-on experience and that training and will improve SPC's relationship with the workforce leaders.

Dr. Williams noted that SPC was named top tier of Florida schools listed by the U.S. News and World Report 2020 based on online programs, especially for veterans and online bachelor programs. In the southern region, SPC ranked 16th best for online programs and 21st best for bachelor programs in U.S. World News. Nationally, SPC was listed 39th in the first category and 58th in the second. Previously, SPC was not listed at all. SPC ranked 7th in the nation for short-term study abroad programs for associate degree colleges, and SPC ranked 3rd in Florida and 11th in the nation for associate colleges sending students abroad in programs. This was made possible by a lot of work through the Foundation, through scholarships and opportunities to help offset the cost for students to have an experience of a lifetime. Many have hardly ever stepped outside of Florida, let alone the country. She thanked the Foundation for their help and support of SPC students studying abroad.

Dr. Williams shared that on the first week back to school, the Barrett family gave SPC \$50,000 for Workforce to help veterans. The Barrett family wants SPC to get started right now, which SPC has no problem doing. SPC will be celebrating the Barrett family and what they have done to further help veterans to help them move forward.

Dr. Williams thanked her team for the work that they have done for opening session and noted that the Board will hear the data on where SPC is. While SPC still has a lot of work to do, the deans are moving on new programs and the new schedule for the Fall. Leadership is meeting every Friday to get this right and to make sure that it actually occurs. She noted that SPC is done looking and researching, and it is time to do to work.

20-004. Under Item IV, Review and Approval of Minutes

The minutes of the November 19, 2019 Meeting and the December 17th Strategic Planning Workshop and Special Meeting of the Board of Trustees of St. Petersburg College were presented by the chair for approval. Trustee Gibbons moved approval of the minutes as submitted. Trustee Bello seconded the motion. The motion passed unanimously.

20-005. Under Item V, Monthly Reports

Under Monthly Reports

- A. General Counsel
- B. Leepa-Rattner Museum of Art – Dr. Teresa Wilkins, Director, (*Presentation*)

Dr. Teresa Wilkins introduced herself as the Director of the Leepa-Rattner Museum of Art. She stated that she has been in the position, which is at the Tarpon campus, for about nine productive months. She shared the Museum's mission: The mission of the Leepa-Rattner Museum of Art is to collect, conserve, exhibit, and protect the works of art entrusted to its care and stewardship.

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Through its exhibitions, programs, and expanding collection of 20th and 21st century art, the museum strives to engage and inspire our diverse community by providing opportunities for education, enlightenment, interpretation, and research to students, scholars, and visitors.

Dr. Wilkins shared a little history on the museum. The Museum first opened to the public on January 22, 2002. It was established through the generosity of Dr. Allen Leepa, St. Petersburg College Foundation Inc., St. Petersburg College, and the State of Florida. Notable artists include: Abraham Rattner, Esther Gentle, Allen Leepa, Picasso, Chagall, Leger, Henry Moore, and Miro. In 2010, SPC acquired the former Gulf Coast Museum of Art collection, adding approximately 4,000 items to the Museum collections and creating a new collection focus on contemporary Florida art since 1990. In 2013, LRMA was accredited by the American Alliance of Museums, a distinction held by fewer than 6% of all U.S. museums. Today, LRMA proudly serves all of the Tampa Bay region with visitors from Pasco, Hernando, Hillsborough, Manatee, Pinellas, and across the world.

Dr. Wilkins stated that she is proud of the Museum's robust community partnerships. She noted the list she presented is really just a selection of the most recent partnerships. She pointed out that the LRMA has over a dozen different educational and cultural institutions on the list that they have active partnerships with throughout the community. She opined that it is important to always stress, especially to legislators, the impact that the arts have not just on folks who are interested in Fine Arts but on society as a whole.

Dr. Wilkins shared a snapshot of all of the different ways that the arts can impact the social environment, noting that these specifically are ways that the museum is interacting with the community. She highlighted the art therapy program, which serves veterans throughout the Tampa Bay region. She also highlighted all the different sorts of educational panel discussions which bring up issues about women's rights, including the 19th amendment ratification, which the LRMA is celebrating through two new exhibitions opening this Friday. Dr. Wilkins mentioned all the different work within the school and integrating better into the curriculum to provide history, tradition, and cultural studies to the public.

Dr. Wilkins stated that in addition to the social impact, the LRMA have a very large economic impact within the Tarpon Springs community. Through the total expenditures of over \$800,000, which is significant for the Tarpon area, and the creation of over 24 full-time jobs, the Museum is proud to say that the total economic impact of the Museum in 2019 was \$2,317,854.

Dr. Wilkins shared that just last year, the Museum had over 10,000 visitors.

Dr. Wilkins thanked Trustees Kidwell and Stonecipher for visiting the Museum this Fall. She said they asked a lot of really great questions about what the Museum is doing and how the Board can be of help and service. She stated that the Museum is excited to have Trustee Kidwell on their board.

Dr. Wilkins noted that of the 10,000 visitors, the Museum had over 500 students come through school tours in the community that the Museum provides free of charge. The Museum had over

1,000 SPC students and for the first time ever, the Museum has expanded their offerings of free memberships to all SPC students, faculty, and staff. There has been an increase in membership, and the Museum has over 312 active members, which is more than ever before. The LRMA has put on more than 150 programs and events in the 2019 calendar year.

Dr. Wilkins stated that despite all of this, the Museum is currently operating at a loss. They are expecting a loss of around \$54,000 for the current fiscal year. Dr. Wilkins said that she is not going to make excuses for why that is happening; she is going to tell the Board the Museum's solutions to these problems through a large, comprehensive strategy.

Dr. Wilkins shared that one of the things that the LRMA is doing to increase revenue is reevaluating and streamlining the price structures and benefits of membership. In addition to that, the Museum has taken a deep dive into what the outreach strategy has been for membership and increasing that throughout the year. Through some of the new strategies employed over the last eight months, there has been a 25% increase in membership revenue.

Dr. Wilkins stated that in addition to that, the Museum is looking at greater integration with the SPC Foundation and the College in terms of grant writing. The LRMA is working ahead on all of that for the next few years, and they are very excited to be welcoming a new Development Officer to the museum, Angela Manescala, who starts on the 27th. Ms. Manescala has over a decade of working in museums and development experience, so the Museum is comforted with the fact that she is going to be able to hit the ground running.

Dr. Wilkins said that the LRMA has also been looking at how they can diversify their store inventory and lower the average price point to make it more accessible not only to students but also to the general public. Through those initiatives, sales are up 12% over last fiscal year. Dr. Wilkins stated that through all of the new programs that the Museum has been rolling out and the new community and college partnerships, attendance is up nearly 4% this fiscal year.

Dr. Wilkins is excited to see what happens with the new partnership with Eckerd's Osher Lifelong Learning Institute (OLLI) program, as the LRMA will be the seat for their North County programs.

Dr. Wilkins is also excited to be partnering with all different areas of the campus to celebrate Tarpon's 50th anniversary this year. The Museum will also be going through the re-accreditation process next year, and in 2022 the Museum is poised to celebrate their 20th anniversary.

Dr. Wilkins shared that for the first time in the Museum's history, they have a strategically developed three-year plan of exhibitions and programs that not only look at what is going on in the Tarpon campus, but what's going on college wide and community wide so that the Museum is always relevant and always tuned in to the needs of the community and students.

Dr. Wilkins shared that the Museum board has an upcoming board retreat on February 22nd which will help them lay out the new strategic plan to take the Museum into the next five years focusing strongly on diversifying the board members, diversifying programs, and making sure that they are fully integrated into the College.

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20-006. VII. STRATEGIC FOCUS AND PLANNING

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

1. Strategic Plan Dash Board – Dr. Sabrina Crawford, Associate Vice President, Institutional Effectiveness and Academic Affairs (*Presentation*)

Dr. Crawford thanked Dr. Williams and the College leadership for supporting SPC's submission to the U.S. News and World Report. She noted that it is SPC's first time submitting in her tenure of seven years, and she thinks the teams that put that information together did an amazing job. She also thinks it really shows where SPC is at in regard to the rest of the state and the rest of the nation.

Dr. Crawford stated that she will start off with the monthly dashboard, which is in a new format; the placemat is being replaced with an online strategic monthly dashboard which is mobile-friendly, so Board members can easily share good news with others.

Dr. Crawford presented recruitment information, which goes through the entire Fall all the way through to the end of December; it is the month of December, but also it encompasses the entire Fall.

Dr. Crawford shared that applications were down by -1.9% in the Fall alone, which she said Dr. Rinard would discuss in more detail. New students enrolled was down in the Fall by -0.7%. The good news is that Dr. Rinard and his team have just rolled out a new recruitment plan that has just recently been improved; it includes restructuring for recruitment specialists with some new metrics that they are going to be focusing on, new job descriptions, and a plan to fill those vacancies, so those numbers should hopefully increase in the near future. In regard to the Workforce Institute, which was the one that was struggling last year, they have had great success in increasing their numbers of students and they are actually up 4.6% this Fall.

Dr. Crawford stated that for retention, event attendance – which is connected to student success – had a goal this Fall of reaching 14,000 students attending events; SPC has exceeded that by 164 students, which is well on the way to the target of 30,000. Learning Resources usage was up 12%. The Learning Resources team had a very specific goal of reaching out to African-American males; this Fall alone, Learning Resources reached out to all of those African-American males who had a GPA below or equal to 2.49, and about 371 of those students, or 58% of those students, came in for tutoring, while 19% actually increased their GPA above a 2.49. Additionally, 50% of the students showed some movement of their GPA in the upward trend. The overall withdrawal rate – which has a stretch goal of trying to reach -5% because SPC was in double digits the prior Fall – was at -2%, which she thinks was a really good place to end.

Dr. Crawford noted that for employee engagement, it is the same survey results that the Board has been seeing. She stated that that the next survey is going to be going out in March.

Dr. Crawford looked at Learning Experience. The first one has to do with SPARK usage, which is when faculty members are able to go through the learning management system and actually send text messages to students. It is also connected to student success. There was an increase this Fall of 47%, which is huge. Even more important is that the faculty email tools usage – which lags because the faculty like to use either the students’ personal email or their SPC email – just within the learning management system in December alone there was a 373% increase of faculty reaching out specifically about re-enrollment. SPC was up 3.3% overall for the Fall, which shows how dedicated faculty are to reaching out to students, along with the rest of the staff. Faculty participation in professional development was up 28%, which is not true headcount numbers but rather individuals attending events overall.

Dr. Crawford stated that for resource alignment, the grants team is knocking it out of the ballpark; they are at \$8.8M through December. The Titan Fund was up 68.4% – SPC hit \$79,000 thanks to the recent campaign. Revenue, which is focused on non-state, is \$51M; SPC is actually trending about \$640,000 below budget. The Board requested this figure the last time to give a sense of where SPC is in the budget. It is mainly due to lower student enrollment numbers, which Dr. Rinard will discuss further.

Chair Cole thanked Dr. Crawford and noted that this has been a work in progress. She appreciates the metrics that Dr. Crawford chose and her reminding the Board why they chose that metric. She noted that event attendance means the students are engaged, which means they will reenroll. She opined that the Board not just focus on, for example, how many emails are being sent, but on the higher-level goals.

2. Fall and Winter 2019 Course Success Rates – Dr. Sabrina Crawford (Presentation)

Dr. Crawford presented the Fall 2019 course success rates. She reminded the Board that course withdrawals are -2%, but that is actually a positive. Regarding retention rates, SPC does have a strategic plan goal of increasing the retention rate by 3.2%. Fall-over-Fall, the numbers are mostly steady. Hispanics are showing the largest increases and African American students are the ones that are most challenged with being retained. SPC will be working with the plan previously brought forward, and the Board will see more effects of that plan both positive and the need for additional actions. She noted that for the remainder of her presentation, she will be using African Americans when she talks about African American and black students and will be using Hispanics for Hispanic Latinos, but it is encompassing of all of those working groups. Overall course success rates are still nudging forward at about 0.3% up from last Fall, which means students are being more successful in the classroom. Overall for the year is also showing small increases year over year.

Dr. Crawford looked at how students are doing overall. Male students and African American students have an increase this year, which SPC has not seen in a long time. African American students, though woefully disparate from overall success rates, are closing the achievement gap just a little bit. African American males and Hispanic males are the ones that are still slightly below, and their gaps are continuing to increase, but this is the entire student body. SPC is doing

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many things like the Learning Resources initiative, which really kicks in with first-time-in-college students (FTIC). FTIC students are the ones that SPC is most likely to lose. Both males and African American students are showing declines, but males – where a lot of initiatives are focused – are increasing and those gaps are getting smaller. The African American male initiative at the Learning Resource Center as well as the new adviser dashboard – which is an FTIC cohort that advisors track those students and communicate with those students over the course of multiple semesters to make sure that they are in line, they are reenrolling, they know what they need – is having an effect on this population, which is really good news.

Dr. Crawford noted that she has stopped sharing the developmental education success rates as a big slide; it is over in the little blue box over on the right. It is up 1.2%, all the way up to 67.1% overall, but student numbers in that group dropped another 155 students, which is down below a thousand students who are enrolling in developmental education courses. Therefore, it is less important than it is to talk about those who are choosing to go into gateway courses. Males and African Americans are the ones that are showing the largest concern, as well as African American males, which is no surprise because this is where the challenge has been, this is where all of the focus is, and again it expresses the need for SPC to have a larger program. Hispanic males are showing a very decreased gap at this point, which is good.

Dr. Crawford looked at winter courses. This was the second winter of offering courses. Last year was just a pilot, so she gave the Board an overall winter course success rate of 75.5%, which has increased to 78.3% plus additional courses, additional sections, and additional students. She took the time to break it down because she thinks it is really important to look at how SPC is doing in regard to males; they did very well at 81.1%. African American students, on the other hand, actually decreased in regard to the Fall numbers; they were actually down a slight bit, about - 2.4% based upon their numbers for the Fall. Looking at African American male students – those that she would have thought that in a short four-week class might have struggled the most – they actually increased 8.4% in their success rates, showing that this is something that SPC needs to look at very carefully. Are these shorter courses really more effective for maybe some of the student body? It is something to think about – how does SPC make shorter classes more effective for some student populations?

Dr. Crawford shared that SPC has several next steps. The strategic priorities that came out of the December Board meeting are written out. As SPC brings forward those initiatives, they will be connected in one of these five areas or one of these five priorities that the Board identified as being the most important.

Chair Cole said that there was a lot of discussion last week with both the State College System and then with several legislators about dual enrollment classes and the potential expansion of those. She shared that there was a very specific conversation about whether it was appropriate for the developmental education classes to be offered as dual enrollment as a way to preload. She stated that Trustee Gibbons reminds the Board regularly of the burden that some of those developmental education classes placed on the College across everything – metrics, funding. She

thought that was a really creative option to start with some of these kids in dual enrollment for developmental education.

Trustee Gibbons noted that it also allows SPC to cherry-pick the best and the brightest first. He related that he often sees parents sending their children to other state schools, such as Tallahassee Community College or Miami-Dade Community College, which does not make any sense because they can do the same thing at SPC. He opined that it would allow SPC to contact students earlier and get them in the pipeline. He said that many students and parents do not understand that they can transfer somewhere else. He reiterated that it would allow SPC to get the better students, the ones who are pretty much prepared for college, which helps offset some of the other stuff in terms of funding.

Dr. Williams said that she thinks Dr. Smiley's team is piloting a dual enrollment class with one high school for students who do not have a 3.0 GPA to help them gain some college credit and experiences. She pointed out that a lot of the struggle is the adult learner. SPC has an older population of students, and that number is declining. Many of these students finished high school 20 years ago. She opined that this is the group that SPC needs to spend more time with, maybe starting with a Workforce-based program that they can get a skill to get a higher wage paying job, and then look at the general education and in other courses. She thinks that is the area the College is also going to need to focus on.

Trustee Gibbons stated that Bethune-Cookman University, where he also sits on the Board, is struggling with something similar – the older learners enter with an average GPA of around 2.5. Under the leadership of Chair Belvin Perry, Bethune-Cookman has gone to a Summer Bridge concept. Students coming back to school or students with a GPA just below the acceptance level come to the Summer Bridge Program, which allows for that student to be immersed in college but also allows for them to get extra help on those things that they need before they get started. Students can turn it down and not come. He suggested it could be an alternative for SPC to look at. He said that law schools are doing that too because it is just so hard to get ramped up so quickly, especially when you have not been in school for a very long time.

Dr. Williams noted that SPC does have Summer Bridge, but it is for the recent high school graduate, not for the returning or new older student. She said that is something SPC could definitely look at.

Chair Cole added that it is just always the constant balance of the expectation and need for SPC to be everything to everyone because SPC has an open-door policy and takes all of these students no matter what their level of preparation is. She said that wherever SPC can chip away the success rate is important.

Trustee Gibbons shared that last week, the Senate President was talking about a lot more money for the universities because they only do specific things, while SPC has to try to figure it all out – Workforce, how to get students through their AA, then get students to the master's program at USF, then if they want to get back in and get a job and get retrained. He opined that SPC is kind of a jack-of-all-trades without all the funding. The universities only want to do one thing, which

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is to get money for research, and they want to produce all the best and the brightest, but they do not want to give up anything or do anything.

Dr. Williams and Chair Cole thanked Dr. Crawford for her presentation.

3. Spring 2020 Enrollment Summary – Dr. Patrick Rinard, Associate Vice President, Enrollment Services (*Presentation*)

Dr. Rinard briefed the Board on enrollment. He first addressed where SPC landed for Fall. Budgeted student semester hours compared to where SPC actually landed at the end of the Fall term was slightly above what was budgeted for in terms of student semester hours. In August, he reported that SPC had a -1.6% compared to the previous beginning of term. SPC did narrow that gap; at the end of the term, it was down -1%, which was achieved by growing enrollment throughout the Fall term.

Dr. Rinard shared data from the Winter session, which is actually part of the Spring enrollment, which is why he is including it. This is the second year that SPC had the Winter session, and it was very successful. It is a four-week session that began on December 16th and ended on January 10th; it is very intensive. He thanked the 22 faculty members that gave up part of their winter break to teach the students. The number of classes grew from 12 last year to 30, the number of students from 368 to 680, and the student semester hours grew from 1104 to 1938. The success rate was 78.3% for those classes compared to 75.5%.

Dr. Rinard presented where SPC stands as of last week. Headcount is down -3.2%, which is about 850 fewer students enrolled this Spring.

Chair Cole confirmed that these figures include the Winter session, meaning that if the Winter session were not included, the decrease would be even greater.

Dr. Rinard confirmed that is correct.

Dr. Rinard continued on to disaggregate the student semester hour. For lower division, it is -3.4%, and the baccalaureate contribution is -4.3%. SPC does have a plan to address the upper division. The deans are working on a plan with marketing, enrollment services, and other departments to shore up the gap with the upper division enrollment. He pointed out that nationwide, college decline is an issue. He stated that at the end of the presentation, he will share some strategies and some steps that he has to decrease the enrollment gap throughout the Spring term.

Dr. Rinard stated that SPC had a 12-week registration cycle for Spring. At one point, SPC had a deficit of 11% because students were procrastinating. SPC narrowed that gap. Just before the new year, enrollment was almost -2% and grew back up to -3.5%. Last year between new year's and when classes began, SPC registered 400 more students than this year. Enrollment is working

with marketing to try to bust some myths about waiting for grades to be posted before registering and things like that.

Dr. Rinard next shared headcount by academic program. Certificate programs, which are short-term 18-24 credit programs, is up 77.2%. Leading the way in those areas are Internet Security certificates, Medical Coding, and Computer Programming. Associate in Science is down -9.5%, but SPC actually moved 600 students from the AS degree in the Health Services Administration to AA, so that decline is not as big as it looks. There are still some AS programs that are in decline – Vet Tech, Public Safety, Criminal Justice, to name a couple. AA is about flat; he opined that this is where SPC probably has more work to do in terms of retention because SPC did shift some students to that degree program. Baccalaureate students are down 115 students, or -2.6%, and non-degree-seeking students, which are students that are dual students or transient students from other colleges, or students who are just seeking to take a course for enrichment purposes, were flat. Continuing students, which are students that have been enrolled in at least one semester in the last year, are -2.4%, or 547 students. New students who were brand-new to SPC, which are FTIC students plus transfer students, is down -6.1%, or 131 students. Readmitted students, which are students who has been out for a year or more and are coming back, are down -9.2%, or 173 students.

Dr. Rinard looked at a headcount by ethnicity. African American students are down -4.9%, or 175 students; Asian students are up 4%; Hispanic students are up 3%, which is a trend seen for the last five years; white students were down -4.6%, or 733 students. Females are down -2.5%; males are down -4.5%. Proportionately, males dropped about -0.5% overall. By age, 21 and under had a slight increase of 0.4%. Ages 22 and above and every other category is down pretty significantly: -5.7%, -4.3%, -6% – about 300 students in each of those categories. By enrollment status: full-time is at -3.5% and part-time is at -3.1%. Proportionally, there is about 68% part-time, which has not moved much from last year.

Dr. Rinard discussed what SPC intends to do to reduce the gap over the Spring term. First and foremost, SPC still has opportunities to grow enrollment with the Express session, which begins on February 10th, and the 8-week 2 session, which begins on March 16th. SPC will be promoting those two sessions on the main page of the website.

Dr. Rinard noted that the Board members should have a rack card in front of them for the new 12 in 12 campaign. He thanked Dr. Griffith and her team for piloting this opportunity at the Midtown campus; a student can earn 12 credits in 12 weeks in that Express session. Given the success of some populations of students in the condensed Winter session, he is excited to see how this program does. SPC is contacting students who are within 12 credits of graduating to promote the Last Mile Program. SPC has identified those students and Mike Bennett and his team have identified a pot of money to help those students. SPC continually reaches out to students referred to as Stop-Outs, which are students who have been at SPC in the past who are in good standing but for some reason they are not enrolled. SPC is partnering with CareerSource Pinellas to do a campaign. CareerSource Pinellas has got quite a substantial pot of money for Stop-Out students 18 to 24 years old. SPC is contacting 1000 students beginning today to encourage those students to come back. They can choose to come back into either a credit program or a Workforce Institute program in the area of Computer Science, Business, Health Science, and Engineering. That is a small segment; SPC continually reaches out to the larger

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population of students who have stopped out. There is also a population of students that apply but they never enrolled. SPC has a communication plan and campaign that they follow, but they will be even more aggressive to try and encourage them to come back if not in the Spring, then in Summer or Fall.

Dr. Williams added that Reggie Reed is with Dr. Rinard to restructure all of recruitment. She opined that it is never good to go back and contact people who have already left. She added that CareerSource has some resources to help pay and offset the cost, which is helpful. She thinks that the structure that has been developed with Reggie Reed is going to pay off in the Fall and moving forward.

Trustee Gibbons confirmed that the time for drop/add for the 16-week session has passed, but that some ground can be made up with the Express courses. He asked what Dr. Rinard's projections are for that.

Dr. Rinard stated that in the Fall, SPC closed that gap from -1.6% and ended at -1%. He thinks that with a full-court press and everybody's attention and effort on this, SPC could close that from -3.5% to -2%.

Chair Cole asked if there is a greater decline on any particular campus or any particular programs.

Dr. Rinard replied that it is really across the board. The only campus that is up is Tarpon, which is due to the Collegiate High School cohort.

Trustee Gibbons complimented Dr. Rinard on an excellent report. He asked if SPC is connecting CareerSource with the new Workforce Director to make sure that SPC is utilizing that money and going after some people that may be looking at SPC's programs.

Dr. Rinard replied in the affirmative.

Chair Cole noted that at the opening of the incubator two weeks ago, it was really encouraging to see CareerSource, Pinellas County school board, and SPC Workforce all there to have this real-time response to employers' needs. She stated that SPC's goal would be twofold – from a Workforce Academy standpoint, increase workforce numbers and serving the community, but on the other hand, it would hopefully have a direct positive impact on this.

Trustee Gibbons agreed. He stated that SPC is known for getting people to work. SPC needs to make sure they are sought after for workforce, which will help with enrollment.

OLD BUSINESS (items previously considered but not finalized)

Completion of the St. Petersburg/Gibbs Student Success Center Update (Action)*

20-007. Under Item VII – CONSENT AGENDA**A. OLD BUSINESS (items previously considered but not finalized)**

1. Completion of the St. Petersburg/Gibbs Student Success Center Update
(Action)

Ms. Gardner stated that the timing of the completion of the Student Success Center came up on the agenda of the special meeting December 17th. Concerning the update of the Student Success Center at St. Pete Gibbs, there was a motion to continue the discussion, to table it to this meeting, to allow Lima Construction the time and ability to update the Board on the project and to lay out their updated schedule and to give SPC assurances on the completion of the project within the construction budget. There is a proposed amendment to the agreement that has those dates in it and there is also a presentation from Lima this morning from its president, Mr. Stanton, as well as project manager Greg Hayes.

Chair Cole welcomed Mr. Stanton. She thanked him and the staff for really moving the ball over the past month from where it was back in May, when the Board knew there was a delay but the delay was not necessarily quantified or there was not a lot of clarity about how it was going to be remedied, and which was the reason the Board had to have that discussion last month. In the past month, Lima and the staff have worked hard to put together this proposed amendment to the contract that is coming before the Board. It extends the substantial completion date and waives liquidated damages until the new date. It basically is just pushing everything out.

Chair Cole stated that Mr. Stanton will give an overview, including a really good drone video.

Mr. Stanton noted that Lima had the privilege to build the Midtown building in 2016. He related a funny story about selecting the colors of the building.

Regarding the Student Success Center, Mr. Stanton stated that Lima was fortunate to be selected for this design-build project. He noted that when one is selecting a firm, three things are really important: quality, budget, and time. He stated that the quality of this building is immaculate, from the design team to the inspection process, with over 500 inspections that are going really well. Everything in the building is first class. With the original schedule, Lima wanted to be done by the end of 2019; that did not happen and that is going to get pushed out and he will have a schedule to talk about that. Regarding the budget, Lima is not asking the College for any money. Lima is able to finish the project within the money that is in the budget. Lima is not spending as much money on the insurance budget, the bond budget, and some of the general conditions, which leaves enough money to finish the project. Lima was just looking for money to pay for the people, but they are covered for that, so they are not asking the College for any more money.

Mr. Stanton shared the P6 schedule that Lima uses. Lima still has some site work to get done. They have a turnaround that they are going to try to do over Spring Break, which is March 6th for the College. There are a lot of finishes going on between February and March. Mr. Stanton pointed out that there are 12 interior fire-rated doors, and there are only two manufacturers in the United States that make interior fire-rated doors. This was an ESREF requirement. The cost is

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\$300,000 for 12 fire-rated doors. The College has a certain lock and mechanisms that they want to use, so the manufacturers stopped the production to make sure that they got it right because the doors are so expensive. This delay hurt the timeline. A lot of the finishing work will be done in February and March.

Mr. Stanton stated that substantial completion is scheduled for the end of April, when Lima will be doing test and balance. In the beginning of May, Lima will work with the College to get moved in and go through punch list items. The building should be ready by June 1st.

Mr. Stanton is so confident in this schedule that in the amendment that he signed, it states that if Lima is past April 30th, then Lima would be paying liquidated damages. Time is of the essence obviously, but when it is done, the building will be an example and the College's best building with the lake incorporated.

Mr. Stanton shared a drone video from December. He noted that all the scaffolding is now gone and all the glass except for the previously mentioned 12 doors is installed. He thinks that by the end of the month, maybe the first week of February, Lima will get their trailer out of there and replace it with a smaller one in a different location in the parking lot, which is a sign that the project is almost complete. He opined that it is a great project and Lima will be really proud when it is finished, and he thinks the Board will be really proud as well.

Trustee Gibbons proposed to add an amendment to the amendment for a contingency somewhere in case Lima does need the extra approximately \$138,000 so that Lima does not have to come back to the Board to ask for more money. He does not want to deal with the finances of this again, and he would rather put it in some type of contingency to make sure that it could be released if needed. He stated that is his motion, and it is okay if it dies, but he wanted it to be on the record.

Chair Cole stated that she appreciated Trustee Gibbons' comment. She said that from her standpoint, the first draft of the amendment included that and through a lot of discussions over the past several weeks, that came out and so it was her understanding that it would not be necessary.

Mr. Stanton shared that in Lima's budget, the College still has their owner's contingency separate out of Lima's money that they play with. He believes that there is still \$90,000 in owner contingency. He feels that is enough for the College side.

Chair Cole asked if there was a second to Trustee Gibbon's motion, or if the Board would like to have an alternative motion.

Trustee Kidwell clarified that Lima is okay with the amendment without the contingency for extra funds.

Mr. Stanton confirmed that he is not worried.

Trustee Gibbons stated that he does not want to get another month down the road and then Lima finds something else that is wrong. He said he does not want to deal with this issue anymore. If the Board puts the resources in contingency, the President and her staff still have the authority to say yea or nay on whether or not they move it forward. He opined that the Board should put all the resources where they can be utilized and give the President and her staff discretion to work with Mr. Stanton if necessary. Each time it comes back to the Board, it delays the project further. He understands that Mr. Stanton is saying that he does not need it, but that he would be saying the same thing if he were in Mr. Stanton's shoes. He does not want to deal with this issue again.

Chair Cole stated that while she appreciates Trustee Gibbons' point, she respectfully disagrees. She also did not ever want to see this contract again after the last amendment. She is disappointed that the project is five months late, and she thinks the Board should stick with what they have – they have a contract and they have a number. The Board, SPC, Lima, and Mr. Stanton have beaten this to death. She opined that if the Board has the contractor and SPC staff coming to the Board with an amendment that has been discussed for the past several weeks and negotiated, that the Board should take the recommendation of the two parties.

Trustee Gibbons stated that he is not disappointed that the project is five months late; he is disappointed that it took this long for everyone to sit in a room together and figure it out. He added that there is fault and blame on both sides, but that he will not hash that out today. He wants the Board to be realistic.

Chair Cole stated that she is not necessarily comfortable with that since the Board has no plan as to where that money would come from.

Trustee Gibbons stated that his motion is dead for lack of a second. He is just saying that he does not want to see this again and he wants to make sure that the Board has given every opportunity to the President and her staff to be able to move the process and not bring it back.

Chair Cole stated that she thinks the Board has done that.

Trustee Gibbons disagreed but accepted the Board's will.

Trustee Bello stated that the amendment is right where she hoped things would be and where she recommended at the last meeting.

Trustee Bello moved to accept the amendment. Trustee Gibbons seconded. The motion passed unanimously.

B. NEW BUSINESS

1. ADMINISTRATIVE MATTERS

a. Human Resources

i. Personnel Report (*Action*)

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ii. Stop Loss Policy (*Action*)

2. GRANTS/RESTRICTED FUNDS CONTRACTS

a. Educate Tomorrow – Foster Care/Homeless Youth (*Action*)

3. OTHER

a. Spot Survey #2, Version 10, Tarpon Springs and Allstate Center (*Action*)

The Board considered VII –B.1a - B.3a.Mr. Kidwell moved approval. Mr. Gibbons seconded the motion. The motion passed unanimously.

VIII. INFORMATIONAL REPORTS

A. Quarterly Informational Report of Contract Items (*Information*)

B. Quarterly Informational Report of Exempt and Non Exempt Purchases (*Information*)

C. Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$325,000 (*Information*)

D. Quarterly Report of Dell Financials Agreements (*Information*)

E. Direct Support Organization

1. Leepa-Rattner Museum (LRMA) (*Information*)

2. Institute for Strategic Policy and Solutions (*Information*)

3. St. Petersburg College Foundation (*Information*)

F. Palladium at St. Petersburg (*Information*)

G. Operating Budget Report (*Information*)

Chair Cole called the Board's attention to the DSO reports. She expressed appreciation for each of the direct service organizations including these reports in the monthly agenda. She noted that the College does so much and the Board gets into the weeds sometimes about student success, which they should, but sometimes they lose the focus of all of the other things SPC is doing in the community to really impact the community for the positive. The DSOs are certainly an example of that.

20-008. Under Item X, Proposed Changes to BOT Rules Manual – Public Hearing – NONE

20-009. Under Item XI, President's Report

Dr. Williams again thanked the Board for the help legislatively. She opined that the Board has a good opportunity this year with the legislators to significantly support the state colleges. She was

asked by the Senate President what would be SPC's preference, operational funds or performance. She responded operation, because all state colleges are working very hard to get operational dollars and are working as a team to try to get \$50M for state colleges this year to divide according to need and effectiveness. Two ways have been recommended for funding. The first is growth, which means those colleges that grow at a higher rate will receive more funding. This is an area that SPC must roll the sleeves up and make happen. She is meeting with the deans every Friday because SPC is going to create those new programs and are going to review what SPC has and what is not going well and shake them off.

This is the year for action. For Fall, the schedule will roll out, it will be different and so the deans and Dr. Williams have had their first meeting. It was very productive, and they are going to move forward. If growth is what the legislature is looking at, then SPC needs to be growing. Second, the legislature is looking at a performance-based funding model. That model is twofold. One part of that model talks about how many students are graduating and completion rates – SPC will need to work on that – and then how many students stay year over year. Those are the two areas that SPC needs to be focusing on. Legislatively, SPC needs to do it, but for the citizens in the community SPC needs to do that.

Dr. Williams will be back in Tallahassee Monday through Thursday of next week. The thrill of that will be that she will be with Leadership SPC, which is going to be great. She will also be with SPC students – it will be their student trip. SPC decided to make this SPC week and SPC will have their great employees and students there and she will be there also meeting with legislators and other interest groups.

Dr. Williams thanked the Board for their support and stated that she really appreciates each and every one of them.

Dr. Williams stated that there is a presentation with Verizon in the lobby following the Board meeting.
surveys

20-010. Under Item XII, Next Meeting Date and Location

The Board confirmed its next meeting date and location as Tuesday, February 18, 2020, 9:00 a.m., at the EpiCenter, Room 1-453

XII. ADJOURNMENT

Having no further business to come before the Board, Chairman Stonecipher adjourned the meeting at 10:38am.

**MINUTES OF THE JANUARY 21, 2020 MEETING OF THE BOARD OF
TRUSTEES OF ST. PETERSBURG COLLEGE**


Tonjua Williams
Secretary, Board of Trustees
St. Petersburg College
FLORIDA

Katherine E. Cole
Chair, Board of Trustees
St. Petersburg College
FLORIDA

**Attachments
Board Memos and
Supplemental
Materials**


**Board of Trustees Meeting
January 21, 2020**

VI – B.1 New Dean Humanities and Fine Arts



Dean, Humanities/Fine Arts

Dr. Barbara Hubbard



- Dr. Hubbard has a comprehensive academic leadership career in the greater Tampa Bay region, including Acting Dean at St. Petersburg College, Academic Chair at St. Petersburg College, Campus Director at Eckerd College, Dean at the Art Institute of Tampa, and Program Director at USF, St. Petersburg. Dr. Hubbard began her career at St. Petersburg College as an Adjunct instructor and advanced to the Academic Chair of the Digital Media program at the Seminole Campus.
- Dr. Hubbard has a strong community network that includes working closely with the Clearwater Public Art & Design Committee, Dunedin Fine Art Center, Dunedin Arts and Culture Advisory Council, Pinellas County Cultural Task Force, and Pinellas County Schools. She has presented at numerous conferences and workshops and her own creations have been exhibited at various local venues.
- Dr. Hubbard earned her Bachelor of Arts and Masters of Arts from Montclair State University. She completed her doctorate in Curriculum & Instruction / Higher Education Administration.

VI – B.2 New Dean College of Business



Dean, College of Business

Ms. Marta Przyborowski



- Ms. Marta Przyborowski has been with St. Petersburg College since 2009.
- As a Department Chair, she managed a \$1.5 Million U.S. Department of Labor Supply Chain Management grant awarded to SPC. As part of the grant initiative, Marta oversaw and directed the efforts in student recruitment and retention, program development, outreach, curriculum development, and staff management.
- She earned her B.S. degree in Marketing from the University of South Florida and her MBA from Long Island University, in partnership with Franklin College in Lugano, Switzerland. As part of her MBA, Marta spent 7 months in Lugano, Switzerland learning various facets of international business.

VI – B.3 New Dean of Workforce Development



Dean, Workforce Development

Mr. Michael Ramsey



- Michael Ramsey has served as an educator for the past 16 years in several key leadership positions. He comes to us from Hillsborough County Public School's (HCPS) where he oversaw their secondary and post-secondary Career, Technical, & Adult Education (CTAE) programs as the General Director. He has focused his efforts on establishing community and business partnerships that align training program offerings with our local industry demands.
- Michael also supports the Tampa Bay community by serving on the CareerSource Tampa Board of Directors where he is the Chair of the Workforce Solutions Committee; the Mayor's Workforce Development Taskforce; the LEAP Tampa Bay College Access Network Leadership Council; the Greater Tampa Chamber of Commerce's Education Connection Committee; and as a member of the Florida Career Pathways Network Board of Directors.
- Michael earned his Bachelor of Arts from Thomas Edison State University and a Masters of Science from Nova Southeastern University.

VI – B.4 New Executive Director, Institute for Strategic Policy and Solutions



Executive Director, Institute for Strategic Policy and Solutions

Ms. Kimberly Jackson, Esq.



- Kimberly Jackson joined St. Petersburg College in 2012 as an adjunct professor in the Paralegal Program. She was promoted in 2015 to the position of Academic Department Chair for Social and Behavioral Sciences for the Downtown and Midtown Campuses.
- She has spent over 20 years serving the community through her legal services, mentoring, non-profit work and impactful educational seminars on a range of topics from social justice, legislative initiatives, disability rights and mental health, the environment, arts and the geographic shift in our area.
- She received her B.A. in Political Science with a minor in Communications from Spelman College in Atlanta, GA, her J.D. with a concentration in International Relations from Stetson University College of Law and her Masters in International Public Policy from Johns Hopkins School of Advanced International Sciences.

VI – B.5 New Executive Director of Development, SPC Foundation



Executive Director of Development, St. Petersburg College Foundation

Dr. Luz Randolph



- Dr. Randolph comes to us from the University of South Florida where she was responsible for the university-wide fundraising efforts for Diversity Initiatives. Her primary focus was to assist in cultivating relationships between USF constituents and the Tampa Bay community. She has successfully fundraised over \$3 million for the USF system and assisted in the development and implementation of the Black Leadership Network which aims to provide financial and mentoring support to African American students at the University of South Florida.
- Before coming to USF, Luz served as Director of the Candidate Empowerment Center (CEC) at Florida A&M University. She also served as Assistant Director of the Department of Multicultural Student Affairs at the University of Miami.
- She is a double alumna from the University of South Florida with a B.A. in Interpersonal Communication and a Master of Education in Curriculum and Instruction – College Student Affairs. She completed her Doctor of Education in Higher Education and Leadership Administration degree from Nova Southeastern University.

V- B Leepa-Rattner Museum of Art



Mission

The mission of the Leepa-Rattner Museum of Art is to collect, conserve, exhibit, and protect the works of art entrusted to its care and stewardship. Through its exhibitions, programs, and expanding collection of 20th and 21st century art, the museum strives to engage and inspire our diverse community by providing opportunities for education, enlightenment, interpretation, and research to students, scholars, and visitors.



Museum History

- First opened to the public on January 22, 2002
- Established through the generosity of Dr. Allen Leepa, St. Petersburg College Foundation Inc., St. Petersburg College, and the State of Florida
- Notable Artists include: Abraham Rattner · Esther Gentle · Allen Leepa · Picasso · Chagall · Leger · Henry Moore · Miro
- 2010 – St. Petersburg College acquired the former Gulf Coast Museum of Art collection adding approximately 4,000 items to the Museum collections and creating a new collection focus on contemporary Florida art since 1990
- 2013 – LRMA was accredited by the American Alliance of Museums, a distinction held by fewer than 6% of all U.S. museums
- Today LRMA proudly serves all of the Tampa Bay region with visitors from Pasco, Hernando, Hillsborough, Manatee, Pinellas, and across the world



Partnerships

International Miniature Arts Society · Dunedin Fine Arts Center · Museum of Fine Arts St. Petersburg · Tampa Museum of Art · Orlando Museum of Art · University of South Florida Contemporary Art Museum (USF CAM) · USF Morsani School of Medicine · Department of Veterans Affairs · The United Nations · Peace 4 Tarpon · City of Tarpon Springs · Pinellas County Library Cooperative · Palm Harbor Library · Tarpon Arts · Tarpon Art Guild · Tempus Projects · The Museum Project · Graphicstudio · Blue Acier · Lothar Uhl · Jim and Martha Sweeny · Brooker Creek Preserve · Tarpon Springs Area Historical Society · Discover Florida Tours · The Seminole Tribe of Florida Tribal Historic Preservation Office · Safety harbor Historical Museum · Tampa Bay History Center · Gadsden Arts Center · PARC, Inc. · Morean Arts Center · Creative Pinellas · Florida Watercolor Society · The Dr. Carter G. Woodson African American Museum · Advent Health · Valley Bank · Hoffman Architects · Mary Mitchell Avery · Sharon Bressen · 24 Hands Printmaking · Syracuse University · The James Museum of Western and Wildlife Art · Americans for the Arts



Arts and Social Impact



- **Health & Wellness**
 - Aging
 - Prisons & Rehabilitation
 - Public Welfare
 - Livability
- **Faith**
 - Religion & Spiritual Well-Being
- **Environment**
 - Environment & Sustainability
- **Economy**
 - Economic Development
 - Workforce Development
- **Infrastructure**
 - Agriculture & Food
 - Housing
 - Transportation & Infrastructure
 - Planning
 - Community Development
- **Innovation**
 - Technology & Innovation
- **Education**
 - Education & Youth Development
 - Lifelong Learning
- **Social Justice**
 - Civic Dialogue
 - Community Cohesion
 - Political Activation
 - Immigration
- **Diplomacy**
 - Tourism
 - Military
- **Culture & Heritage**
 - History, Tradition & Heritage
 - Diversity, Access, Equity & Inclusion
 - Art



Arts and Economic Prosperity



Total Expenditures: \$820,294

The total dollars spent by our organization and our audience as estimated using the average dollars spent per person, per event, by cultural attendees in similarly populated communities.

FTE Jobs: 24

The total number of full-time equivalent (FTE) jobs in our community supported by the expenditures both we and our audience makes.

Household Income: \$465,667

Total dollars paid to community residents as a result of the expenditures made by our organization and our audience.

Local Government Revenue: \$27,441

State Government Revenue: \$44,452

Total dollars received by local and state governments as a result of the expenditures of our organization and our audience such as taxes (income, sales, lodging, real estate, etc.), and fees (license, utility, filing, etc.).

Total Economic Impact of the Leepa-Rattner Museum of Art:

\$2,317,854

Total number reflective of the above and an estimate of \$40,000 for FTE



LRMA By The Numbers



2019

10,552 visitors to the Museum
 500+ students (K-12)
 1,000+ SPC students

312 active Members

150+ programs and events

LRMA is currently operating at a loss – expected (-\$54,000) for FY20

What are we doing to address this?



Strategic Initiatives

- Memberships
 - Re-evaluating and streamlining the price structures and benefits
 - Membership increase of 25% so far this FY with new outreach strategies
- Annual Fund/Development Growth
 - New Development Officer – Angela Manescala
- Grant Writing
 - In cooperation with SPC Foundation and SPC
- Diversification of Store Inventory and Lowering of Average Price Point
 - Sales are up 12% over last FY
- Instituting new programs, and community and college partnerships
 - Museum attendance is up nearly 4% this FY already
 - Partnership with Eckerd College's OLLI (Osher Lifelong Learning Institute)



LRMA 2020 and Beyond

- Tarpon Springs Campus 50th Anniversary
- AAM Re-accreditation in 2021
- 20th Anniversary in 2020
- 3-year Calendar of Exhibitions and Programs
- New 5-year Strategic Plan
 - LRMA Board Retreat February 22nd

St. Petersburg College
SPC

BOT Meeting January 21, 2020

Fall & Winter 2019 Course Success Rates

St. Petersburg College
SPC

Course Withdrawals

Goal: Decrease Course Withdrawals -5.0% Fall 2019

Fall 2018	Fall 2019	YOY % Change
3,937	3,860	-2.0%

Source: Course Withdrawal Survey FS, Data extracted January 10, 2019.

Retention Rates

Goal: Increase Retention Rate by 3.2% to 72% in Fall 2020

	2016-17 Baseline Fall 16 - Fall 17	2017-18 Fall 17 - Fall 18	2018-19 Fall 18 - Fall 19	Target Fall 19 - Fall 20
Fall to Fall Retention - Overall	68.8%	69.3%	69.1%	72.0%
African Americans	61.7%	61.2%	60.3%	No goal
Hispanics	66.6%	67.9%	68.4%	No goal

Source: PS Query, Data extracted January 10, 2020.

Course Success Rates

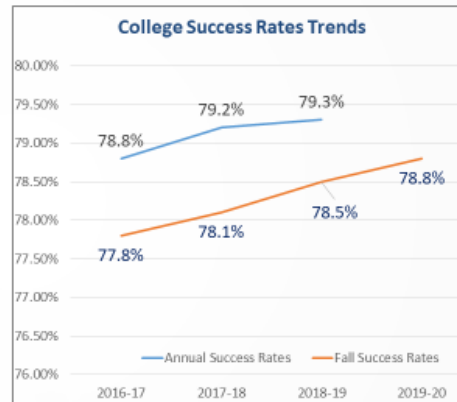
Goal: Increase Course Success by 2.0% to 80.2% in Fall 2020

The Course Success Rate is the number of A, B, and C letter grades divided by the overall number of grades.

A, B, C
A, B, C, D, F, W, WF, I

All Students	Number of Grades	Success Rate
Fall 2017	84,052	78.1%
Fall 2018	82,457	78.5%
Fall 2019	82,626	78.8%

Note: Excludes Pass/Fail Grading basis courses and audits



Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 10, 2020.

FALL Student Success Comparison & Gap Analysis					St. Petersburg College SPC			
Note: Excludes Pass/Fail Grading basis courses and audits	Fall 2017	Fall 2018	Fall 2019	One Year Diff	GAP ANALYSIS	Fall 2017	Fall 2018	Fall 2019
All Students	78.1%	78.5%	78.8%	0.3%	All Students	78.1%	78.5%	78.8%
Gender								
Male	75.5%	76.7%	77.0%	0.3%		-2.6%	-1.8%	-1.8%
Female	79.8%	79.8%	79.9%	0.1%		1.7%	1.3%	1.1%
Ethnicity								
Black/African American	66.5%	66.5%	67.5%	1.0%		-11.6%	-12.0%	-11.3%
Hispanic/Latino	76.4%	77.2%	77.9%	0.7%		-1.7%	-1.3%	-0.9%
White	80.4%	80.8%	80.9%	0.1%		2.3%	2.3%	2.1%
Male/Ethnicity								
Black/African American Male	62.7%	64.3%	64.0%	-0.3%		-15.4%	-14.2%	-14.8%
Hispanic/Latino Male	74.5%	75.8%	75.6%	-0.2%		-3.6%	-2.7%	-3.2%
White Male	77.4%	78.5%	78.9%	0.4%		-0.7%	0.0%	0.1%

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 10, 2020.

FTIC Student Success Comparison & Gap Analysis					St. Petersburg College SPC			
Note: Excludes Pass/Fail Grading basis courses and audits. FTIC refers to students who are First-Time-in-College (FTIC).	Fall 2017	Fall 2018	Fall 2019	One Year Diff	GAP ANALYSIS	Fall 2017	Fall 2018	Fall 2019
All Students	69.0%	70.7%	71.2%	0.5%	All Students	69.0%	70.7%	71.2%
Gender								
Male	64.6%	67.9%	67.7%	-0.2%		-4.5%	-2.8%	-3.5%
Female	72.7%	73.1%	73.7%	0.6%		3.7%	2.4%	2.5%
Ethnicity								
Black/African American	55.6%	56.1%	54.6%	-1.5%		-13.4%	-14.6%	-16.6%
Hispanic/Latino	69.9%	69.3%	71.4%	2.1%		0.9%	-1.4%	0.2%
White	71.3%	73.8%	74.0%	0.2%		2.3%	3.1%	2.8%
Male/Ethnicity								
Black/African American Male	49.0%	52.4%	53.5%	1.1%		-20.0%	-18.3%	-17.7%
Hispanic/Latino Male	64.8%	65.0%	67.2%	2.2%		-4.2%	-5.7%	-4.0%
White Male	66.5%	70.7%	69.6%	-1.1%		-2.5%	0.0%	-1.6%

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 10, 2020.

FTIC Gateway Course Success & Gap Analysis

	Fall 2018	Fall 2019	One Year Diff	GAP ANALYSIS	Fall 2018	Fall 2019
<i>Note: Excludes Pass/Fail Grading basis courses and audits. FTIC refers to students who are First-Time-In-College (FTIC).</i>						
All Students	68.0%	68.0%	0.0%	All Students	68.0%	68.0%
Gender						
Male	65.6%	64.4%	-1.2%		-2.4%	-3.6%
Female	70.2%	70.5%	0.3%		2.2%	2.5%
Ethnicity						
Black/African American	55.8%	51.8%	-4.0%		-12.2%	-16.2%
Hispanic/Latino	66.8%	68.6%	1.8%		-1.2%	0.6%
White	70.5%	70.9%	0.4%		2.5%	2.9%
Male/Ethnicity						
Black/African American Male	53.3%	50.4%	-2.9%		-14.7%	-17.6%
Hispanic/Latino Male	63.2%	66.5%	3.3%		-4.8%	-1.5%
White Male	67.6%	65.4%	-2.2%		0.4%	-2.6%

Dev Ed
Success
Rates
increased
1.2% to
67.1%

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 10, 2020.

African American Male Demographics

	Fall 2017	Fall 2018	Fall 2019
Headcount	1,267	1,183	1,150
% of Enrollment	4.3%	4.1%	4.0%

	Fall 2017	Fall 2018	Fall 2019
Full Time	17.0%	19.4%	23.7%
Part Time	83.0%	80.6%	76.3%

Percent of Enrollment per Degree Area

	Fall 2017	Fall 2018	Fall 2019
AA	42.3%	40.2%	42.1%
BS/BAS	13.6%	15.2%	13.6%
AS	35.6%	35.9%	33.7%
Undeclared	8.5%	8.7%	10.6%

Percent of Course Enrollment per Modality

	Fall 2017	Fall 2018	Fall 2019
Face to Face	50.9%	46.9%	45.8%
Online	40.0%	44.6%	44.8%
Blended	8.8%	7.7%	8.8%

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 10, 2020.

African American Male Success Rates				St. Petersburg College SPC			
Overall				By Modality			
	Fall 2017	Fall 2018	Fall 2019		Fall 2017	Fall 2018	Fall 2019
All SPC	78.1%	78.5%	78.8%	All SPC	78.1%	78.5%	78.6%
AAM	62.7%	64.3%	64.0%	Face to Face	64.1%	64.8%	66.4%
Full-Time	82.5%	83.7%	70.8%	Online	62.7%	63.2%	60.8%
Part-Time	56.1%	56.6%	60.1%	Blended	59.6%	68.1%	65.7%
By Degree Area							
	Fall 2017	Fall 2018	Fall 2019				
AA	58.6%	61.1%	55.9%				
BS/BAS	72.3%	76.2%	78.8%				
AS	62.6%	61.7%	64.3%				
Undeclared	80.0%	77.4%	89.0%				

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 10, 2020.

Winter Student Success Rates			St. Petersburg College SPC	
	Winter 2018	Winter 2019		
<i>Note: Excludes Pass/Fail Grading basis courses and audits</i>				
All Students (677)	75.5%	78.3%		
Gender				
Male (196)		81.1%		
Female (451)		78.3%		
Ethnicity				
Black/African American (129)		65.1%		
Hispanic/Latino (117)		76.9%		
White (360)		83.1%		
Male/Ethnicity				
Black/African American Male (22)		72.7%		
Hispanic/Latino Male (33)		72.7%		
White Male (119)		83.2%		

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 14, 2020.

Winter Course Success Rates

Course	Enrollment	Success Rate
AMH1091 American History	11	90.9%
ARH1000 Understand Art	45	93.3%
BSC1930 Biological Issues	27	77.8%
CGS1070 Basic Comp	41	92.7%
CGS1309 Comp & Info Tech	25	88.0%
COP1000 Intro to Comp	20	95.0%
ENC1101 Comp I	30	83.3%
ENC2210 Tech Writing	13	53.8%
GEB1011 Intro to Business	23	65.2%
HFT1000 Intro to Hospitality	6	100.0%

Course	Enrollment	Success Rate
HUS2315 Stud in Beh Mod	9	100.0%
HUS2540 Bld Strong Fam	9	66.7%
MAC1105 College Algebra	54	63.0%
PHI1600 Ethics	86	84.9%
POS2041 American Govt	66	83.3%
PSY1012 Gen Psych	60	50.0%
REL2300 World Religion	44	77.3%
SLS2223 Stress Mgmt	10	60.0%
SPC1017 Intro to Speech	75	80.0%
SYG2324 Princ Sub Abuse	23	78.3%

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 14, 2020.

Noteworthy Observations

- Course Withdrawal Rate dropped -2.0%.
- Retention remains steady but African American retention continues to decrease.
- Overall Success Rates continue to increase – this time by 0.3%
 - Slight gap decrease for African Americans and Hispanics, but not Males
- FTIC Success rates increased by 0.5%
 - Overall Males and African American students declined with widening gaps
 - African American and Hispanic Males increased with shrinking gaps
- Males, African Americans, and African American Males struggled the most in Gateway Courses
- Developmental Education Success rose 1.2%
- African American Males
 - New Trend towards Full-time
 - Online success rates show improvement, with face-to-face showing declines
- Winter Success Rates increased

Next Steps – Strategic Priorities 2019-20

St. Petersburg College
SPC

Academic Excellence
Priority 2 - Closing the Achievement Gap

Economic Mobility
Priority 2 - Drive Enrollment Growth

Community Engagement
Priority 3 – Promote Civic Engagement

Financial Vitality
Priority 1 – Increase Non-State Funding Streams

Employee Engagement
Priority 3 – Ensure Employee Engagement and Retention through Strong Communication, Recognition, and Responsiveness

Questions ?

St. Petersburg College
SPC

7,680
1,214
8.7%
266, 205
5,078
1.3%
31,194
2.2%

Spring 2020 Enrollment Summary

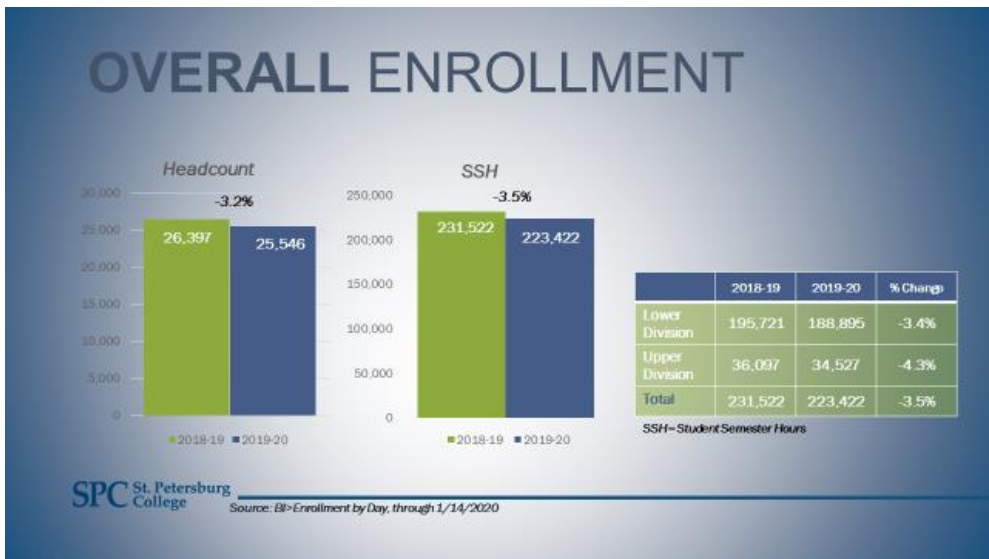
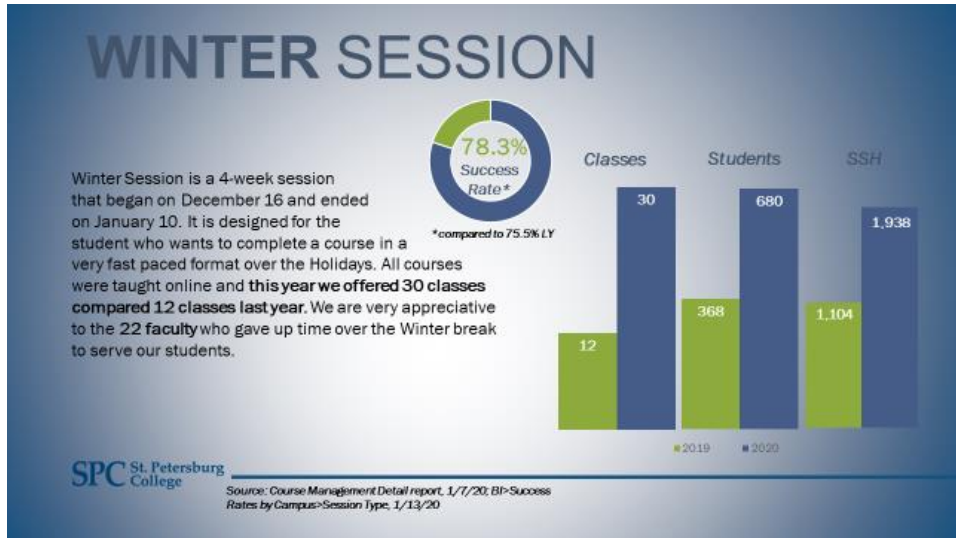
Board of Trustees Meeting
January 21, 2020

FALL 2019 Outcomes

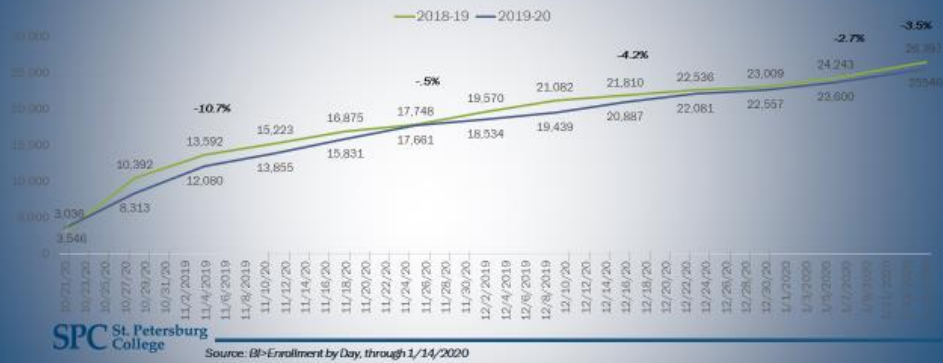
Budgeted SSH	Actual SSH	Difference
234,175	236,721	+1.1%

SSH – Student Semester Hours

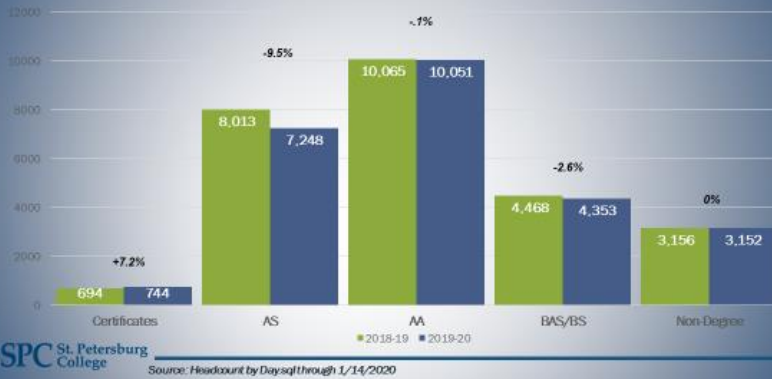
SSH	Beginning of Term	End of Term	Difference	% Difference
Fall 2018	239,509	239,199	-310	-.1%
Fall 2019	235,690	236,721	1,031	.4%
% Difference	-1.6%	-1.0%		

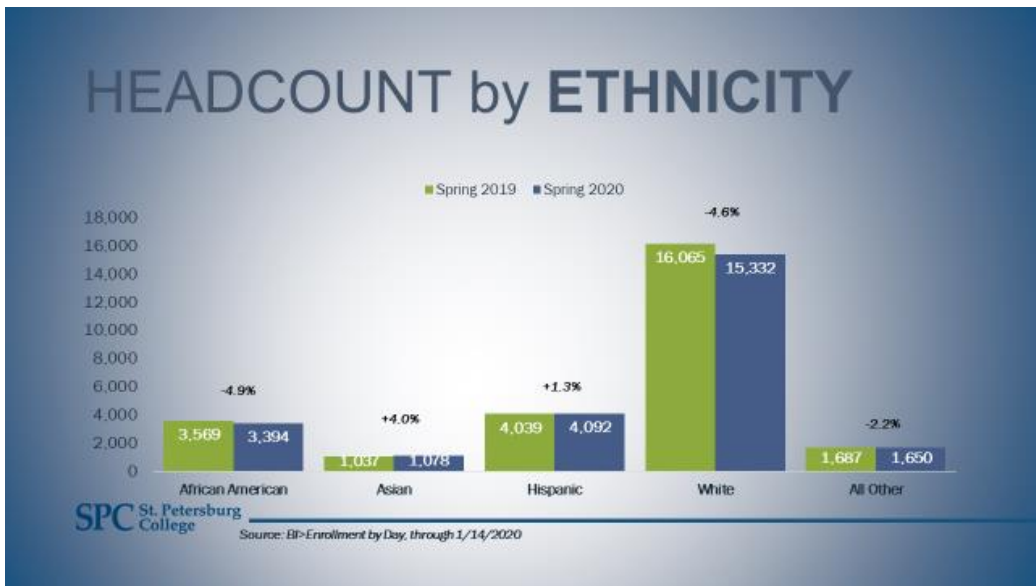
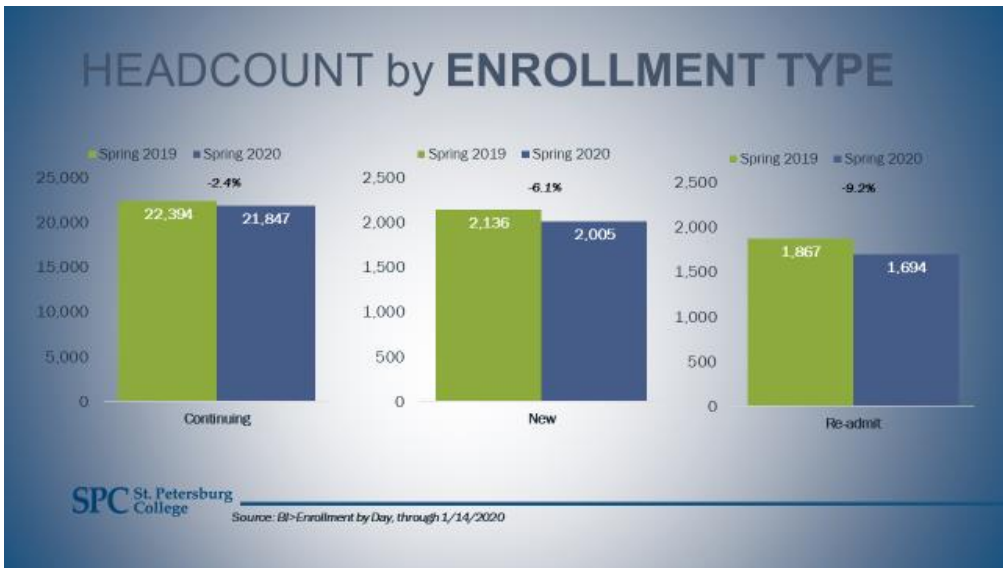


OVERALL HEADCOUNT

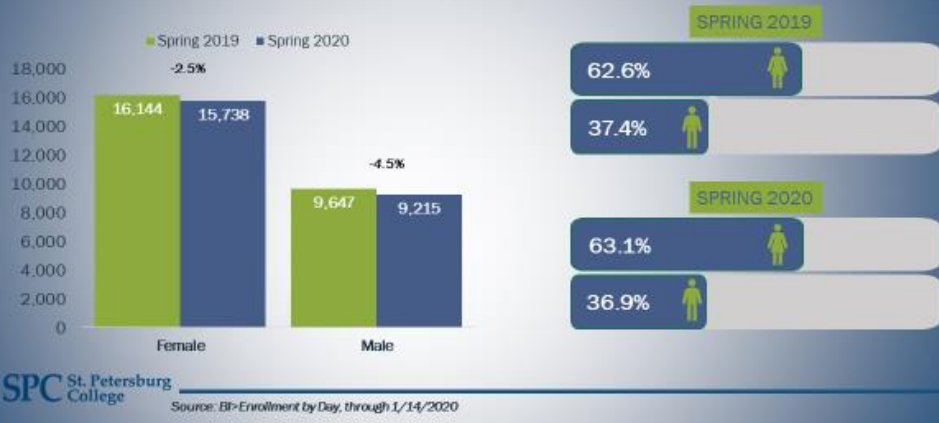


HEADCOUNT by ACADEMIC PROGRAM

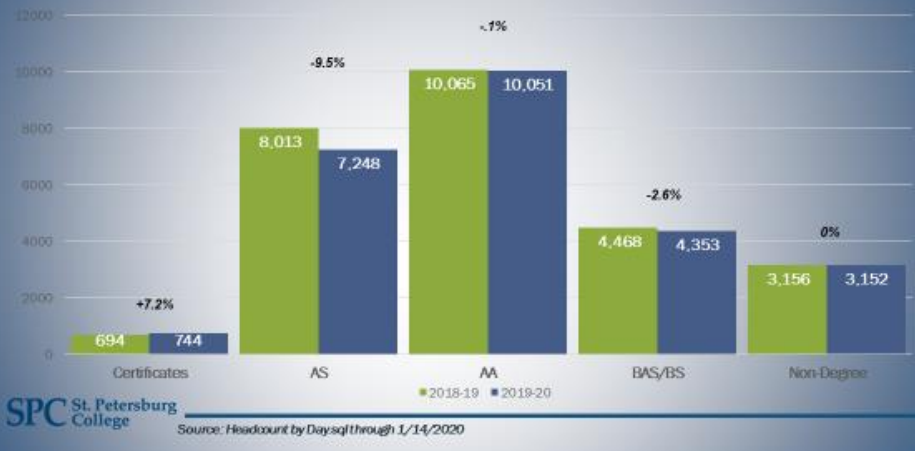


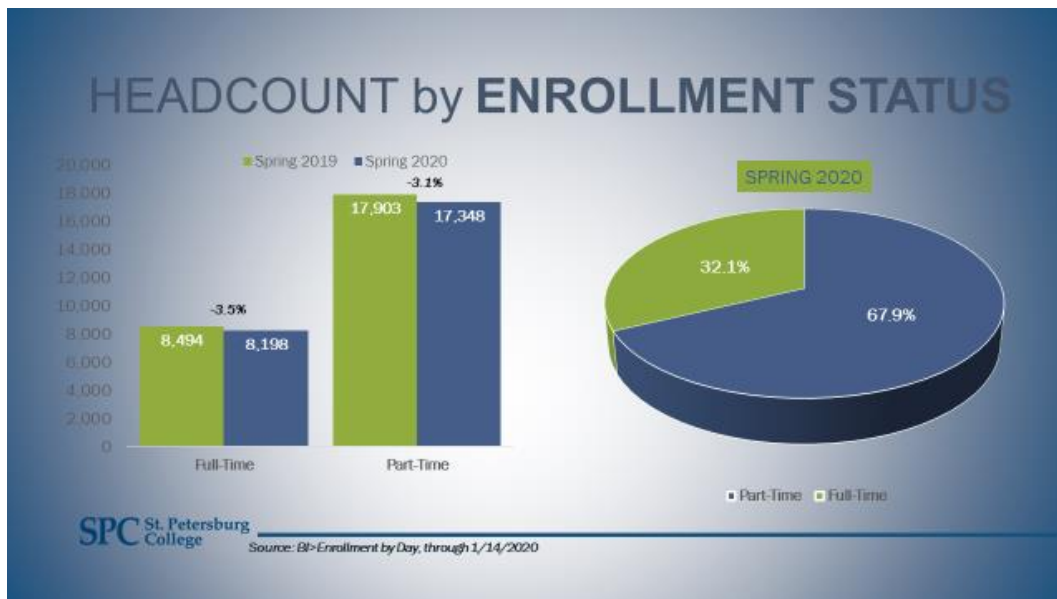
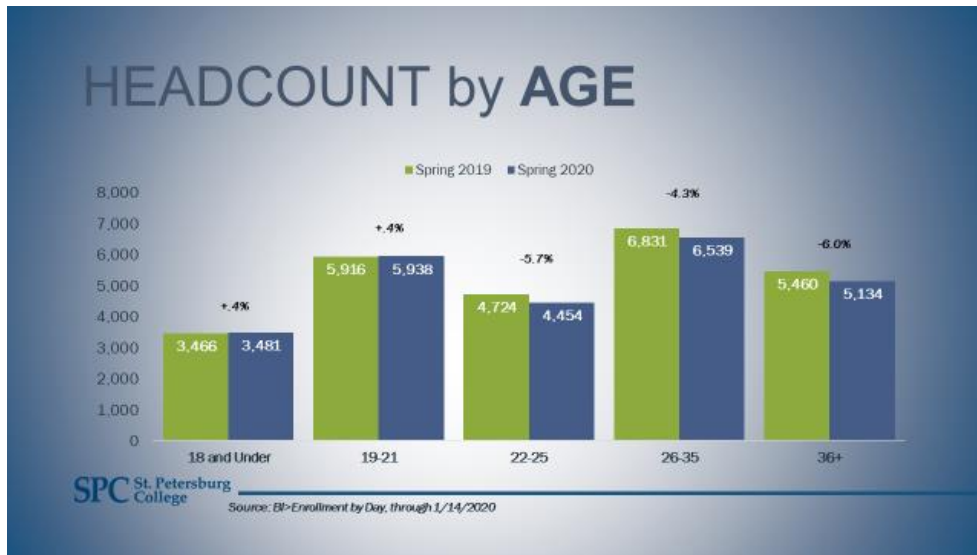


HEADCOUNT by GENDER



HEADCOUNT by ACADEMIC PROGRAM





Observations:

- Successful Winter Session: Increase in Enrollment and Success Rates
- Overall decline of 3.2% in Headcount and 3.5% in SSH
 - Lower Division: - 3.4% and Upper Division -4.3%
- 7.2% Increase in students in short-term certificate programs
- 2.6% Decrease in students in Baccalaureate programs
- 2.4% Decrease in Continuing Students (n=679)
- 6.2% Decrease in New Students (n=148)
- 9.2% Decrease in Readmitted Students (n=160)
- 4.9% Decrease in African American and 4.6% decrease in White students
- All of the Decrease is in students ages 22 and older

Strategies to Reduce Enrollment Decline

1. Promote Express and 8-Week 2 Sessions
2. 12 in 12 campaign at Midtown campus
3. Contact students who are within 12 credits of graduating to promote the Last Mile Scholarship
4. Contact Stop-Outs still not enrolled
5. Contact those that applied and did not enroll

Questions



January 21, 2020

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President *(TW)*

SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

HIRE Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Ramsey, Michael	Dean of Workforce Development	Academic & Student Affairs EPI	12/2/2019 - 6/30/2020
Conologue, Kayla M	CCAMPIS Program Manager	Academic & Student Affairs SPG	12/9/2019 - 6/30/2020
Biferie, William D	Career & Academic Advisor	Counseling & Advisement CL	11/18/2019 - 6/30/2020
Jones, Matthew R	Career & Academic Advisor	Enrollment Management DO	12/2/2019 - 6/30/2020

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Henning, Andrea A	ExecDir, Collaborative Labs	Academic & Student Affairs EPI	1/1/2020 - 6/30/2020
McBride, Jennifer C	Assistant Dir, Accred & Assess	Academic EffectivenessAssessmnt EPI	1/13/2020 - 6/30/2020
Marth, Nicholas F	Associate VDI Analyst	Administrative Information Sys EPI	11/18/2019 - 6/30/2020
Przyborowski, Marta F	Dean	College of Business EPI	12/2/2019 - 6/30/2020
Scott, William T	Asst Dir, Scholar&Stu Fin Asst	Financial Assistance Services TS	12/2/2019 - 6/30/2020
Hubbard, Barbara A	Dean	Humanities and Fine Arts CL	12/2/2019 - 6/30/2020
Crumley, Paul Michael	Senior Technical Lead	Online Learning and Services EPI	11/4/2019 - 6/30/2020
Jackson, Kimberly G	ExecDir,Inst StratgePolSolutn	Provost Office SE	12/2/2019 - 6/30/2020
Nicholson, Jason I	Coord, StudentLife&Leadership	Student Activities SPG	11/18/2019 - 6/30/2020

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Sanchez, Noelle L	Administrative Svcs Specialist	Academic EffectivenessAssessmnt EPI	12/2/2019
Dimick, Travis L	Technology Support Specialist	Accessibility Services EPI	12/2/2019
Rossington, Benjamin A	Sr Tech Support Specialist	Administrative Information Sys SE	11/17/2019
Jones, Christopher G	Custodian	Custodial Services CL	11/18/2019
Cintron, Moises A	Custodian	Custodial Services SPG	11/4/2019
Woolwine, Lauren	Human Resource Specialist	Human Resources DO	12/2/2019
Murren, Sean R	Student Support Assistant	Provost Office SE	11/18/2019
Johnston, Jennifer K	Student Support Specialist	Provost Office SE	12/2/2019
Williams, Burley A	Administrative Svcs Specialist	Student Activities SE	11/18/2019

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Bisson, Trevor	Academic Records Specialist	Admissions & Central Records DO	11/16/2019
Heyward, Bobby V	Administrative Svcs Assistant	Admissions & Central Records DO	11/2/2019
Kindavong, Bobby Chartharaj	Lead Custodian	Custodial Services AC	11/30/2019
Wright, Josephine A	Information Tech Specialist	Financial Assistance Services DO	11/30/2019
Vigue, Mark M	Information Tech Specialist	Information Systems - Network EPI	11/16/2019

Penzotti, Michael A	Sr Landscaper	Landscape Services AC	11/30/2019
Hester, Cody G	Acting, Sr InstructSuppSpecIst	Learning Resources CL	11/2/2019
Creekmore, Sheila K	Administrative Svcs Specialist	Natural Science SE	11/2/2019
Pedicone, Christopher M	Sr Administrative Svcs SpecIst	Purchasing EPI	11/30/2019

HIRE Faculty			
Name	Title	Department/Location	Effective Date
Bedard, Alyssa L	Faculty	Baccalaureate Programs HEC	1/6/2020 - 7/31/2020
Allen, Gary W	Faculty	College of Computer & InfoTech SPG	1/6/2020 - 7/31/2020
Griffin, Cassandra Lee	Faculty	Nursing HEC	1/6/2020 - 7/31/2020
Lo, Lisa	Faculty	Nursing HEC	1/6/2020 - 7/31/2020
McFarland, Barbara Karla	Faculty	Nursing HEC	1/6/2020 - 7/31/2020
Smith, Anita	Faculty	Nursing HEC	1/6/2020 - 7/31/2020
Jasper, Brenda R	Faculty, 12 Month	Nursing HEC	1/6/2020 - 7/31/2020

SUPPLEMENTAL Temporary			
Name	Title	Department/Location	Effective Date
Harris, Jay S	Faculty - supplemental	Communications CL	1/13/2020
Byrne Peterson, Siobhan M	Faculty - supplemental	Natural Science TS	1/13/2020

HIRE Temporary			
Name	Title	Department/Location	Effective Date
Poole, Ellen F	Adjunct Faculty	Ethics CL	1/13/2020
Karran, Chandrawattie A	Adjunct Faculty	Health Information Mgmt HEC	1/13/2020
Robinson, Sabrina J	Adjunct Faculty	Health Information Mgmt HEC	1/13/2020
Merkling, Jennifer	Adjunct Faculty	Mathematics CL	1/13/2020
Russell, Barbara J	Adjunct Faculty	Mathematics SE	11/7/2019
Nazik, Hasan	Adjunct Faculty	Natural Science CL	11/18/2019
Carter, Dia L	Adjunct Faculty	Natural Science SPG	1/13/2020
Cobin, Ryan D	Adjunct Faculty	Natural Science TS	1/13/2020
Roskos, Melinda R	Adjunct Faculty	Natural Science TS	1/13/2020
Beeler, David A	Adjunct Faculty	Social & Behavioral Science SP	1/13/2020
Marshall, Steve	Adjunct Faculty, Bach	Baccalaureate Programs EPI	1/13/2020
Wellin, Thaddaeus R	Adjunct Faculty, Bach	College of Computer & InfoTech SPG	1/13/2020
Bradley III, Frederick B	Adjunct Faculty, Bach	College of Education TS	1/13/2020
Poole, Ellen F	Adjunct Faculty, Bach	Ethics CL	1/13/2020
Rankin, Alexandria P	Adjunct Faculty, Bach	Ethics CL	1/13/2020
Rice, Julia L	Adjunct Faculty, Bach	Ethics CL	1/13/2020
Beuer, Genevieve E	Adjunct Faculty, HTF Nursing	Nursing HEC	1/13/2020
Thomhill, Dawn L	Adjunct Faculty, HTF Nursing	Nursing HEC	1/13/2020
Watts, Jermece N	Adjunct Faculty, HTF Nursing	Nursing HEC	1/13/2020
Caventer, Deborah L	Adjunct Faculty, Dual Enrollment	Early College/Dual Enrollment SE	1/13/2020
Hu, Toane K	General Support	Engineering Technology CL	11/4/2019
Patterson, Marika L	OPS Career Level 1	Associate Provost Office SPG	11/4/2019
Sutton, Natalie E	OPS Career Level 2	Associate Provost Office HEC	11/4/2019
Castillo, Kristopher A	OPS Career Level 2	Enrollment Management DO	12/9/2019
Coffman, Sandra A	OPS Career Level 3	College Attorney DO	12/2/2019
Campbell, Martha E	OPS Career Level 3	Provost Office TS	10/28/2019
Jammer, Jaron A	OPS Career Level 3	Provost Office TS	10/28/2019
Volkman, Mary L	OPS Career Level 4	Athletics SPG	11/18/2019
Powell, Adam	OPS Career Level 4	Enrollment Management DO	11/18/2019
Corona, Adrian E	OPS Career Level 5	Help Desk Technical Support EPI	11/18/2019
DeSousa, John N	OPS Career Level 5	Learning Resources SPG	11/4/2019
Flory, Joshua T	OPS Career Level 5	Provost Office CL	12/2/2019
Patterson, Marika L	OPS Career Level 6	Provost Office DT	11/13/2019
Kaplan, Jacquelyn R	Professional Trainer	Criminal Justice AC	12/5/2019

Coffee, Jodiann C	Professional Trainer	Emergency Medical Services HEC	11/18/2019
Gregg, Ryan J	Professional Trainer	Emergency Medical Services HEC	11/18/2019
Hornbuckle III, Roscoe L	Professional Trainer	Emergency Medical Services HEC	11/18/2019
Deluca, John V	Professional Trainer	Workforce/Professnl Developmnt EPI	10/24/2019
Reese, Willis W	Professional Trainer	Workforce/Professnl Developmnt EPI	10/23/2019


Brian Miles, Vice President, Administration, Finance & Technology, and Carol Sumter, Associate Vice President of Human Resources, bringing the actions forward, recommend approval.

ND12162019

January 21, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Renewal of College's Stop Loss Policy

Confirmation is sought to renew the College's stop-loss policy for its self-funded health plan effective February 1, 2020, according to the agreed-upon terms. The College carries stop-loss coverage on specific (individual person) as well as overall aggregate (college-wide) claims to reduce risk of catastrophic loss. The College re-evaluated the coverage levels, and considered market bids as part of an overall review of the plan coverage leading into the 2020 plan year. Eight providers were invited to bid and six declined to quote due to ongoing claims. Aetna provided a bid 53.8% higher than current and Symetra provided a bid 51.3% higher than current. The recommendation is to maintain coverage at the current deductible level for the 2020 plan year.

The College's policy would continue with Symetra Life Insurance Company. The Symetra Life Insurance Company aggregate and specific stop-loss premiums will be locked in through January 1, 2021 at \$49.16 per enrolled employee per month. In 2019, per enrolled employee per month cost was \$32.50.

The terms of the 2020 agreement are as follows:

2020 Terms and Options	
Specific Terms - Limit:	Unlimited/person, mandated by Health Care Reform legislation
Aggregate Terms:	Limit \$1-million, 125% aggregate margin
Covered Benefits:	Medical and Prescription Drugs
Third-Party Administrator:	Aetna
Specific Deductible*:	\$350,000
Estimated Aggregate Deductible:	\$22,591,770
11 Month Premium:	\$659,727

**Includes unlimited lifetime max feature mandated by Health Care Reform*

Brian Miles, Vice President, Administration, Finance & Technology; and Carol Sumter, Associate Vice President, Human Resources, bring this action forward, and recommend approval.



Symetra Life Insurance Company
5201 Blue Lagoon Drive, Suite 290
Miami, FL 33126
Office 305-715-6145

December 18, 2019

RE: St. Petersburg College - Revised Renewal Stop Loss Terms

Jessica,

Attached are terms with the renewal rate increase pro-rated over the final 11 policy months.

Please let us know if you need anything else.

Eric Hicks
Regional Group Manager | Symetra Stop Loss
5201 Blue Lagoon Drive, Suite 290, Miami, FL 33126
Office 305-715-6145
Cell 305-632-5694

Excess Loss Carrier: Symetra Life Insurance Company
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Proposed Coverage for **St. Petersburg College**

Effective From **1/1/2020** to **1/1/2021**

		Current	1/20-2/20	2/20-1/21
Assumed Enrollment	Single	686	686	686
	Family	534	534	534
		1,220	1,220	1,220

Aggregate Excess Loss Insurance

Maximum Benefit		\$1M	\$1M	\$1M
Covered Benefits		Med/Rx	Med/Rx	Med/Rx
Aggregate Margin		125%	125%	125%
Reimbursement Percentage		100%	100%	100%
Commissions Aggregate Premium		5.00%	5.00%	5.00%
Monthly Factors	Composite	1,683.44	1,683.44	1,683.44
Estimated Annual Aggregate Deductible		\$24,645,567	\$2,053,797	\$22,591,770
Claims Basis		12/15	12/15	12/15
Monthly Rates	Composite	\$2.00	\$2.00	2.10
Estimated Annual Premium		\$29,280	\$2,440	\$28,182


Specific Excess Loss Insurance

Reimbursement Percentage		100%	100%	100%
Covered Benefits		Med/Rx	Med/Rx	Med/Rx
Commissions on Specific Premium		5.00%	5.00%	5.00%
Lifetime Maximum (per person)		Unlimited	Unlimited	Unlimited
Specific Deductible		\$350,000	\$350,000	\$350,000
Monthly Rates	Composite	\$30.50	\$30.50	47.06
Estimated Annual Premium		\$446,535	\$37,211	\$631,545
Claims Basis		12/15	12/15	12/15
Total Estimated Cost		\$25,121,382	\$2,093,448	\$23,251,497

January 21, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Educate Tomorrow – Challenge Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to Educate Tomorrow in support of the Challenge Grant. Permission is sought to accept an estimated \$35,000 in funding over an 18-month 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.

Educate Tomorrow is focused on the establishment of more on campus support programs for former foster care and homeless youth at Florida's colleges and universities. Educate Tomorrow administers the Positive Pathways Program, a contract from the Florida Department of Children and Families, to support collaborations and partnerships, including the Florida College System. Funded by the Helios Education Foundation, Educate Tomorrow is focused on assisting colleges and universities to establish dedicated on campus programs for former foster care and homeless youth to increase their enrollment, retention, persistence and graduation.

Educate Tomorrow is seeking to provide 2-3 Florida Colleges with Challenge Grants to be matched 1:1, with institutional and/or partner support. Funding is to be used to pay for a professional 'coach' focused on youth receiving foster care and homeless waivers to make sure that these students get enrolled, use their tuition exemption, access mentors and know where to go for additional support. Match dollars must be secured by Spring 2020, for program implementation beginning in Summer 2020.

The estimated period of performance will be from January 1, 2020 through June 30, 2021. The total award is projected to be \$35,000, of which the College anticipates receiving the full award amount.

Jamelle Conner, Vice President of Student Affairs; Suzanne L. Gardner, General Counsel; and Misty Kemp, Executive Director of Retention Services recommend approval.

ks0107202

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

Date of BOT Meeting:	January 21, 2020	
Funding Agency or Organization:	Educate Tomorrow	
Name of Competition/Project:	Challenge Grant	
SPC Application or Sub-Contract:	SPC Application	
Grant/Contract Time Period:	Start: 1/1/20	End: 6/30/21
Administrator:	Misty Kemp	
Manager:	TBD	

Focus of Proposal:

Seeking to increase the college success rates of youth who have aged out of foster care or are homeless, Educate Tomorrow is providing challenge grants that will support this population. St. Petersburg College has an estimated 200 students receiving the foster care/homeless student waivers each year. Due to the significant challenges faced by this population, SPC is proposing to use funding to hire a dedicated staff member to help identify these students, provide them with advising and counseling, as well as connect them with community resources. The goals of this program will include: 1) Providing mentoring and support to foster care & homeless youth through completion of a diploma or degree; 2) Increasing the entry rate of foster youth & homeless into degree programs; and 3) Developing life skills and financial independence among program participants.

The Challenge Grant offers SPC half of the funding (\$35,000) expected to execute the project. *SPC's development staff is in discussions with other funders and community partners to identify the necessary match dollars.*

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 \$35,000 award will be a part of the post-award process. It is anticipated that the funding would support a staff member dedicated to serving the program participants, as well as a portion of a staff member's time managing the grant.

Funding:

Total proposal budget: (includes amount

requested from funder, cash and in-kind matches listed below) \$ 70,000
Total amount from funder: \$ 35,000

Amount/value of match: Cash: \$35,000
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:	TBD		
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 Success
2. Growth and Empowerment

Strategic Initiative(s):
1. Prepare Students for In-Demand Careers
2. Improve the Learning Experience

January 21, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Spot Survey #2, Version 10

Approval is requested for an amendment to the current Education Plant Survey for St. Petersburg College, dated June 30, 2017, for Tarpon Campus, Facility #96 and Facility #97(Site 5), 38600 US Highway 19, North, Palm Harbor, FL, 34684, and Allstate Center, Facility #72 & 75 (Site 9), 3200 34th Street South, St. Petersburg, FL 33711, as required by Section 1013.31, Florida Statutes.

Brian Miles, Vice President, Administration, Finance & Technology; and Diana Wright, Associate Vice President, Facilities Planning & Institutional Services, recommend approval.

AMENDMENT #10
EDUCATIONAL PLANT SURVEY dated June 30, 2017
St. Petersburg College
January 21, 2020

Pursuant to Section 1013.31, Florida Statutes, administrative staff of St. Petersburg College has prepared an amendment to the current Educational Plant Survey for St. Petersburg College, dated June 30, 2017. In accordance with Section 1013.31, Florida Statutes, the amendment shall be reviewed and approved by the Board of Trustees.

The following new recommendation is made.

Site 5: Tarpon Springs Campus

5.011 Tarpon Campus,

- Facility #96, (Site 5) Remodel Art Exploration Museum space #130 to include 130A studio lab for 620sf (leaving 2,380 sf for Museum)
- Facility #97, (Site 5) Remodel space 050 from office to include 050B for 118sf storage and remainder of space 333sf to be converted to classroom,
- Facility #97, (Site 5) Remodel space 060A from office to Study Room;
- Facility #97, (Site 5) Remodel space 060B from office to Study Room;
- Facility #97, (Site 5) Remodel space 060C from office to testing;
- Facility #97, (Site 5) Remodel space 060D from conference room to testing.
- Facility #97, (Site 5) Remodel space 060G from office to classroom.

Site 9: Allstate Center

9.010 Allstate Center,

- Facility #72, (Site 9) Remodel space 103 vehicle storage service to lab;
- Facility #75, (Site 9) Remodel space 104 office to classroom.


Approved by the Board of Trustees of St. Petersburg College on January 21, 2020.

Tonjua Williams, President
of the College and Secretary to the
Board of Trustees St. Petersburg College

January 21, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, 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. Affiliation Agreement with **HCA West Florida Division** to provide clinical experience to the College's Nursing (Associate Degree, RN-BSN and BSN) students at its West Florida Division hospitals. The Agreement will commence as soon as possible and continue for the period of two years. There is no cost to the College. This item was approved by Tom Furlong on December 18, 2019. Department—College of Nursing
2. Agreement with the **Lutheran Service of Florida, Inc. (LSF)** whereby LSF and SPC will partner to provide volunteer internship experiences at LSF's Head Start sites throughout Pinellas County. The College will screen applicants and provide interns who will volunteer 10-12 hours per week for 15-16 weeks to gain experience in the field of early childhood education. The Agreement will commence as soon as possible and continue through December 31, 2022. There is no cost to the College. This item was approved by Tom Furlong on November 19, 2019. Department—Career Connections
3. Articulation Agreement with the **National University of Health Sciences (NUHS)** to enhance advising and facilitate the efficient transfer of Bachelor of Science students in Biology from SPC into a Doctor of Chiropractic degree at NUHS. The Agreement will commence as soon as possible and continue unless terminated by either party. There is no cost to the College. This item was approved by Tom Furlong in December 18, 2019. Department—Natural Science
4. Affiliation Agreement with **New Port Richey Hospital dba Medical Center of Trinity** to provide clinical experience to students enrolled in Physical Therapy Assistant; Respiratory Care; Health Services Administration and Health Information Technology programs. The Agreement will commence as soon as possible and continue for the period of two years. There is no cost to the College. This item was approved by Tom Furlong on October 2, 2019.

Departments—Physical Therapist Assistant, Respiratory Care, Health Services Administration and Health Information Technology

5. Agreement with **Pasco-Hernando Community College** to allow PHCC students to complete their General Education courses at PHCC and then transfer to SPC's Veterinary Technology Program. Upon completion of SPC's AS Veterinary Technology Program, students can then continue into SPC's BAS Veterinary Technology Program. The Agreement will commence as soon as possible and continue for a period of three years. This item was approved by Tom Furlong on October 30, 2019. Department—Veterinary Technology
6. Affiliation Agreement with **Solaris Healthcare Osceola, LLC** to provide clinical experience to students enrolled in the Health Information Management Program. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. This item was approved by Tom Furlong on November 7, 2019. Department—Health Information Management

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

7. Agreement with **Expert Messenger** to provide college-wide courier services. The Agreement will commence as soon as possible and continue for a period of three years. Thereafter, the Agreement may be renewed for up to two additional one-year periods for a total contract period of up to five years. The estimated cost to the College annually for this Agreement is approximately \$62,000. This item was approved by the President on October 6, 2019. Department—Mail and Distribution

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

8. Amendment to the Agreement with **Brown and Brown of Florida, Inc.** to provide 112.08 Actuarial Filing and COBRA tracking and administration, in addition to its existing actuary consulting services regarding employee benefit plans. For the added services through December 31, 2019, the additional cost will be \$6,477 for a total Agreement cost of \$81,477 through December 31, 2019. This item was approved by Brian Miles on October 15, 2019. Department—Human Resources
9. Agreement with **Brown and Brown of Florida, Inc.** to continue to provide health insurance consulting services including broker services on Medical, Ancillary, Employee Support, Claim Reviews, Actuarial Reviews, Wellness, Healthcare Reform, Compliance, Renewal and RFP Services, 112.08 Filing Services, and COBRA Support. The cost to the College for this Agreement will be \$87,500 plus a 5% commission rate for Stop Loss services in an amount yet to be determined. The Agreement will commence January 1, 2020 and continue through December 31, 2020. This item was approved by Brian Miles on December 19, 2019. Department—Human Resources, Benefits
10. Agreement with **Hyland, LLC** for a technical support service contract to update/upgrade to the most current version of SPC Perceptive Software (ImageNow), which is the current collegewide document imaging system used by admissions, financial aid and business services departments. The cost to the College for this upgrade, to be completed with two projects (Project #1 - \$63,520 and Project #2 \$10,600 plus expenses if needed), will be

\$74,120, plus any expenses. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Brian Miles on December 18, 2019. Department—Information Systems/Business Services

11. Agreement with **Microsoft Corporation** to provide MS Premier Services including consulting, training and support for a period of one year commencing November 1, 2019 and continuing through October 31, 2020. The consulting, training and support will assist the College with its current MS related projects such as SharePoint and SQL, etc. The cost to the College for this Agreement will be \$68,896. This item was approved by Brian Miles on October 17, 2019. Department—Information Systems—Networks

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

12. Agreement with **Access Interpreting Services, LLC** to continue to provide interpreting services as needed for employees and College events. The Agreement will commence as soon as possible and continue through June 30, 2020. The anticipated cost to the College for this Agreement is \$40,000. This item is included on this Report as it was not presented on the previous report. This item was approved by Brian Miles on September 30, 2019. This item is included on this Report as it was not presented on the previous report. Department—Benefits and Wellness
13. Agreement with **Baycare Health System, Inc.** to provide flu shots for College employees at the College's Discovery Day event to be held on October 22, 2019. The anticipated cost to the College for this Agreement will be \$10,500. This item was approved by Brian Miles on October 7, 2019. Department—Benefits and Wellness
14. Agreement with **Benz Team Solutions, LLC** whereby Sandy Benz will provide leadership/team development consulting services for the College's corporate clients seeking training through SPC's Workforce Institute. The consultant will provide course development, materials, and facilitation of 3-hour/half day course(s) as requested by the College from October 1, 2019 through June 30, 2020. The consultant will be paid an amount of approximately \$1,000 per course (which will include development, materials, and course facilitation). The anticipated revenue, before expenses, per course is \$4,000. Based on an estimate of seven courses being offered through June 30, 2020 the gross revenue is estimated to be \$28,000 with costs not to exceed \$7,000 for a total anticipated net revenue of \$21,000 during the contract period. This item was approved by the President on October 23, 2019. Department—Workforce Institute – CT Business & Technology
15. Agreement with **Biddle Consulting Group, Inc.** to provide consulting services related to the College's Affirmative Action Plans for 2019-20 and 2020-21. The Agreement will commence as soon as possible and continue through December 31, 2021. The cost to the College for this Agreement will be \$10,990. This item was approved by Brian Miles on December 20, 2019. Department—Human Resources
16. Agreement with **Blackbaud, Inc.** for the annual subscription to Award Management Community College Connect/eLibrary that is used for scholarship management in the College's Foundation. 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 \$12,663.26. This

item was approved by Brian Miles on September 29, 2019. This item is included on this Report as is was not presented on the previous report. Department—Foundation Office

17. Agreement with **CAE Healthcare, Inc.** to provide continued support and maintenance for the CAE iStan and Apollo Nursing equipment used in the College's 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 period will be \$10,429. This item was approved by Brian Miles on October 21, 2019. Department—College of Nursing
18. Agreement with **Copperhead Charities, Inc.** for the use of the Tarpon Springs Campus parking lots on March 19-22, 2020 during the Cooperhead Charities Championship Golf Tournament held at Innisbrook Inn and Resort. The College will receive \$5,000 for the use of its parking area and facilities. Additionally, under a separate Agreement, Copperhead Charities will also donate \$37,400 to the SPC Foundation which will be used for Tarpon Springs Campus student scholarships. This item was approved by Jamelle Conner on November 1, 2019. Department—Golf Tournament Operations
19. Agreement with **Dell Financial Services** to provide for a settlement payment in the amount of \$47,295.12 related to several Lease Schedules with unreturned equipment and/or late computers. The payment represents the total amount due for the identified Lease Schedules and the parties agree that the College has either purchased and/or returned the equipment under the Lease Schedules with no further rental obligation with respect to the Lease Schedules. This item was approved by Brian Miles on November 6, 2019. Department—Information Systems—AS
20. Agreement with **First Baptist Church of Indian Rocks** to provide the use of its facilities for the College's commencement ceremonies to be held on December 14, 2019. The Agreement includes traffic control; facilities and security; sound, media, video lighting; use of the Worship Center, Fellowship Center with TV setup for guests in overflow, and Hospitality Room and catering for breakfast and lunch for 120 guests. The anticipated cost to the College for this Agreement is \$15,850. This item was approved by Jamelle Conner on October 25, 2019. Department—Enrollment Services
21. Agreement with **Greystar GP II, LLC** for the College to provide a Temporary Construction Easement to Greystar to construct a Loading Dock in the Parking Garage at the Downtown Center in exchange for Greystar's removal of the hump in Sunshine Alley, which is currently being used by the College to unload trucks. The College will select the Architect to design the Loading Dock and Greystar shall cover all costs associated with the design and construction of the Loading Dock as well as costs associated with vibration monitoring/occurrence. Greystar will also pay the College \$1,000 per month during the project period to assist in the maintenance of mechanical equipment located on the top of the Park Garage. It is anticipated that the project will commence as soon as possible and will continue for approximately two years. Greystar will provide required insurance and hold the College harmless against any loss, liability, damages, claims and liens. This item was approved by Brian Miles on November 12, 2019. Department—Facilities Planning/Construction
22. Agreement with **Laurie 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 June 14, 2020. The College will pay the consultant \$23,500, inclusive of expenses incurred, over the period of the Agreement. In addition, the consultant will be paid a commission of 10% based on the gross contract price for any business for which the engagement occurs pursuant to the terms of the Agreement. The commission amount is anticipated to be \$15,600. Based on the foregoing, the total anticipated costs for this Agreement are \$39,100. This item was approved by the President on December 2, 2019. Department—Collaborative Labs

23. Agreement with **JRB Solutions, LLC** to provide technical consulting services as the Transportation Planning Consultant to the College based on the terms of its RFP #04-19-20. The Agreement will commence as soon as possible and continue through project completion, which is anticipated to be September 30, 2020. The cost to the College for this Agreement will be \$42,100. This item was approved by Brian Miles on December 18, 2019. Department—Provost, DT
24. Agreement with **LinkedIn Corporation** to provide employment job postings and corporate recruiting services including things such as network search capabilities, custom SPC job content on LinkedIn company profile page, client support and analytics. The Agreement will commence as soon as possible and continue through June 30, 2020. The cost to the College for this period will be \$11,454.77. This item was approved by Brian Miles on December 4, 2019. Department—Administration, Finance & Technology
25. Agreement with **Optimal Resume** to continue to use the Optimal Resume service. This software is used in the College's Career Centers. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for the one-year renewal period will be \$11,419. This item was approved by Brian Miles on November 22, 2019. Department—Career Connections
26. Agreement with **Orkin Pest Control** to provide pest control service at the Clearwater Library for the period of one year. The cost to the College for the initial comprehensive treatment and subsequent monthly treatments will be \$13,828. Thereafter, the Agreement will automatically renew for one-year periods unless terminated by either party with 60 days' notice prior to the end of the current term. This item was approved by Brian Miles on December 10, 2019. Department—Custodial Services
27. Agreement with **Ovid Technologies, Inc.** to continue the subscription to Lippincott Advisor to support the Nursing Program. The renewal will commence as soon as possible and continue for the period of one year. The cost to the College will be \$11,219. This item was approved by Brian Miles on November 7, 2019. Department—District Library
28. Agreement with **Ovid Technologies, Inc.** to continue the subscription to the LWW Nursing and Health Professions Premier Collection used to support the College's Nursing and other allied health programs. The renewal will commence as soon as possible and continue for the period of one year. The cost to the College will be \$21,820. This item was approved by Brian Miles on November 7, 2019. Department—District Library
29. Agreement with **Ovid Technologies, Inc.** to continue the subscription to the Veterinary Science Database used to support the College's Veterinary Technology Program. The

renewal will commence as soon as possible and continue for the period of one year. The cost to the College will be \$15,665. This item was approved by Brian Miles on November 7, 2019. Department—District Library

30. Agreement with **Ovid Technologies, Inc.** to continue the subscription to various electronic journals used to support the College's Nursing and Dental Hygiene programs. The renewal will commence as soon as possible and continue for the period of one year. The cost to the College will be \$10,553. This item was approved by Brian Miles on November 7, 2019. Department—District Library
31. Agreement with **Security Scorecard, Inc.** to continue to provide its Security Scorecard Platform which will include continuous monitoring of SPC Domains and third-party partner domains in order to protect SPC information and systems. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$12,000. This item was approved by Brian Miles on October 17, 2019. Department—Information Systems – Networks
32. Agreement with **Sunburst Entertainment Group, LLC** to provide the use of the Tropicana Field and facilities for the College's graduation ceremony to be held May 19, 2020. The cost to the College for this Agreement is anticipated to be approximately \$44,267.95. This item was approved by Jamelle Conner on November 21, 2019. Department—Enrollment Services
33. Agreement with **Transworld Systems, Inc.** to provide pre-collection services on past due student accounts at a cost of \$8.90 per account. The College anticipates approximately 5,000 accounts during the Agreement period. The cost to the College will be \$44,500; however, Transworld provides a performance guarantee which meets or exceeds a minimum collection rate of two times the order amount. Transworld will pay the College the difference if the collections do not meet the required threshold. The Agreement will commence as soon as possible and will continue for the period of up to two years. This item was approved by Brian Miles on November 1, 2019. Department—Business Office, DO
34. Agreement with **Turnitin, LLC** to renew the subscription to Turnitin service which allows educational institutions to check student work for possible textual matches against internet-available resources and its own proprietary database. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this renewal will be \$41,930.84. This item was approved by Brian Miles on December 12, 2019. Department—District Library
35. Agreement with **West Interactive Services Corporation** for the renewal of SchoolMessenger Complete for the period one year. The cost to the College for the renewal period will be \$27,000. Thereafter, the Agreement will automatically renew for successive one-year periods unless either party provides 30 days' written notice prior to the end of the current term. This item was approved by Brian Miles on October 29, 2019. Department—Information Systems—Networks

Section E: Contracts below \$10,000

36. Agreement with **Anderson Rentals** to provide a dumpster and the transfer of oyster shell to the College's Bay Pines STEM Center as part of the shoreline restoration project funded by

the Tampa Bay Estuary Program grant. The cost to the College for this Agreement will be \$1,375. The Agreement will commence as soon as possible and conclude upon delivery of the materials. This item was approved by Brian Miles on October 9, 2019. Department—Natural Science

37. Agreement with **Apperson Print Resources, Inc.** to provide maintenance for the DataLink 3000 Scanner used in the Emergency Medical Services Department. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Brian Miles on November 7, 2019. The cost to the College for this renewal will be \$229. Department—Emergency Medical Services
38. Agreement with **BlueAlley Technology Solutions, LLC** to assist the College's IT Department with the migration of the existing Horizon View control cluster to the new infrastructure. BlueAlley will provide 34 hours of consulting services for the migration at an hourly rate of \$180 for a total cost to the College of \$6,120. The Agreement will commence as soon as possible and continue through project completion. This item was approved by Brian Miles on November 18, 2019. Department—Virtual Desktop Infrastructure – Information Systems, AIS
39. Agreement with **CareFusion Solutions, LLC** for a Master Agreement applicable to the purchase of four Alaris PC Units to be used in Biomedical Engineering. The Alaris PC Units purchased also include the Guardrails Point-of-Care Software. The Master Agreement will commence as soon as possible and will continue unless terminated by either party. The cost to the College for this purchase will be \$6,800. This item was approved by Brian Miles on November 20, 2019. Department—NSF Bio Medical Engineering
40. Agreement with the **City of Clearwater** to allow for the use of designated parking areas of the Clearwater campus and the first floor of the Clearwater East Community Library for the distribution of food and water in the event of a hurricane emergency. There is no cost to the College. The Agreement will commence on May 1, 2020 and continue through December 31, 2020. Department—Provost Office
41. Agreement with **Clearwater Jolley Trolley** to pick up guests from the Clearwater Campus and transport to the Leepa-Rattner Museum of Art and thereafter return guests to the Clearwater Campus on October 26, 2019. The cost to the College will be \$484.38. This item was approved by Jamelle Conner on October 25, 2019. Department—Humanities and Fine Arts
42. Agreement with **Comp-Air Service Company** (formerly Coastal Compressors) to provide maintenance for a compressor and vacuum pumps used in the Orthotics and Prosthetics Program. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for the Agreement will be \$1,495. This item was approved by Brian Miles on September 29, 2019. This item is included on this Report as it was not presented on the previous report. Department—Orthotics and Prosthetics
43. Agreement with **Countryside Christian Center, Inc.** to provide the use of its facilities for the College of Nursing's Pinning ceremony on December 12, 2019. The cost to the College

for this Agreement will be \$4,060. This item was approved by Brian Miles on November 2, 2019. Department—College of Nursing

44. Agreement with **Democracy Works, Inc.** (DW) for the use of a customized co-branded version of DW's voter registration platform. The platform allows users to register, request absentee ballots, and receive pertinent reminders related to voting submission/participation deadlines, etc. As part of the Agreement, the College is affirming its commitment as a TurboVote partner of DW's TurboVote Engaged Community College Program. The Agreement will commence as soon as possible and continue through June 30, 2022 at a cost of \$500. Thereafter, the Agreement will automatically renew for one-year periods, at the then-current annual fee, unless terminated by either party by June 1 of the current contract year. This item was approved by Brian Miles on October 2, 2019. Department—Social/Behavioral Sciences & Human Services
45. Agreement with **Examity, LLC** to continue to provide proctoring services for online students. Services are available 24-7. There is no cost to the College as fees are paid by students. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Tom Furlong on December 11, 2019. Department—Online Learning and Services
46. Agreement with **Films Media Group aka Infobase Learning** to continue to provide access to the films on demand Physical Therapy collection for streamed video content to support the Physical Therapist Assistant Program. The Agreement will commence as soon as possible and continue through December 31, 2020. The cost to the College will be \$849. This item was approved by Brian Miles on December 10, 2019. Department—District Library
47. Agreement with **Greater St. Petersburg Area Economic Development Corporation** to partner with the College in hosting the *Tech Talk & Brew* event to be held October 23, 2019 at Webb's City Cellar at Green Bench Brewing Company. Specifically, the College's Apprenticeship Programs and the College of Computer and Information Technology in collaboration with High Tech Connect will host the event to bring awareness to the IT programs and initiatives of the Apprenticeship Grant. The event will further provide the opportunity for networking and discussion of IT talent. The Greater St. Petersburg Area Economic Development Corporation will provide a brief presentation on initiatives and donate refreshments up to an amount of \$750. The goal of the event is to recruit additional attendees to the Tech Talent Solutions event to be held on November 15, 2019. There is no cost to the College associated with this Agreement. This item was approved by Tom Furlong on October 1, 2019. Department—College of Computer and Information Technology
48. Agreement with **Honorlock, Inc.** to conduct a 4-week pilot of its proctoring services for online students. Honorlock shall authenticate, monitor and record online examinations for requested classes during the pilot. Its services will be available 24/7 during the pilot. The College will work with Honorlock to integrate its service with D2L. There is no cost to the College. This item was approved by Tom Furlong on October 15, 2019. Department—Online Learning and Services
49. Agreement with **IBM Corporation** for a license to the IBM SPSS Statistics Base Academic for 15 concurrent users and a license to the IBM SPSS Custom Tables Academic for one

authorized user. The licenses will also include technical support. The Agreement is for the period of one year at a cost to the College of \$8,249.95. This item was approved by Brian Miles on November 6, 2019. Department—University Partnership Center

50. Agreement with the **Intercultural Advocacy Institute** to continue the use of space, for its Hispanic Outreach Center, at the Tarpon Springs Campus. The Agreement will commence as soon as possible and continue for the period of one year. The revenue to the College over this period will be \$3,446.07. This item was approved by Brian Miles on December 20, 2019. Department—Provost Office, TS
51. Intergovernmental Agreement with the **City of Largo** to develop a partnership that will further the College and City's commitment to public service and create a placement opportunity for one SPC student/graduate from the Public Policy and Administration Program in 2020. The City will select a student or recent graduate for this fellowship/employment opportunity. There is no cost to the College. This item will commence as soon as possible and continue for the period of one year. This item was approved by Tom Furlong on December 10, 2019. Department—Public Policy and Administration
52. Agreement with **Lyrasis** licensing agent for American Psychiatric Publishing (APP), for a multi-site license to the Psychiatry Online Premium collection for use in the College's libraries. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this period will be \$5,484. This item was approved by Brian Miles on December 2, 2019. Department—District Library
53. Agreement with **Maxim Healthcare Services, Inc.** to provide Nursing services to North Pinellas Collegiate High School students as required by Pinellas County Schools. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. The annual cost estimate is approximately \$2,500. This item was approved by Brian Miles on August 29, 2019. This item is being included on this Report as it was not included on the previous report. Department—SPCHS North Pinellas Tarpon Springs
54. Agreement with **Mike's Limousine Service, Inc.** to transport students/staff to and from Tallahassee for the Student Leadership trip to be held January 29-30, 2020. The cost to the College for this Agreement will be \$5,662.50. This item was approved by Jamelle Conner on November 14, 2019. Department—Seminole Campus Student Life & Leadership
55. Agreement with **Motion State Media** to create two videos for the College of Computer and Information Technology. The cost to the College for this Agreement will be \$3,000. This item was approved by Brian Miles on October 8, 2019. Department—College of Computer and Information Technology
56. Agreement with **National Employers Council, Inc. d/b/a People Systems** to continue to audit unemployment claims and monitor refunds from the state. The Agreement will continue through December 31, 2020. The cost to the College for this Agreement will be \$4,800. This item was approved by Brian Miles on December 18, 2019. Department—Human Resources

57. Agreement with the **Osher Lifelong Learning Institute (OLLI) at Eckerd College** for a shared revenue and facility use agreement with the Tarpon Spring Campus. Memorandum of Understanding establishes a north Pinellas County site for OLLI, including an art room (FA-103) and office space at the Tarpon Springs Campus. The agreement is for thirteen months and includes shared use of the art room for educational programming and OLLI courses. The agreement shall commence May 1, 2020, remain in place until May 31, 2021, and may be extended by mutual agreement of the parties. In exchange for space usage, a revenue sharing arrangement is established based on tuition and fees charged by OLLI, as well as a partnership agreement between the parties under which OLLI shall contribute up to \$5,000.00 for art room upgrades, and reciprocal museum discounts between the Leepa-Rattner Museum of Art and Eckerd College. The opportunity for SPC faculty to teach OLLI courses is also anticipated. This item was approved by Jamelle Conner on December 17, 2019 and Brian Miles on December 18, 2019. Department—Provost Office, TS
58. Agreement with **Phillies Florida, LLC** whereby the College will provide access to the two northern parking lots on the Clearwater Campus for fan parking during Phillies Spring Training home games. The Agreement will commence as soon as possible and continue through the end of spring training. In exchange, Phillies Florida will provide in-kind, stadium Billboard outfield signage and two season tickets during the season. There is no cost to the College associated with entering into this Agreement. This item was approved by Brian Miles on December 12, 2019. Department—Administrative/Business Services
59. Modification to the Agreement with **Pinellas County School Board** to provide for reciprocal sharing of data for articulation purposes under the Agreement, including sharing data/records with PCSB and PTEC for the purpose of moving students into an academic pathway and supporting articulation back to SPC. There is no cost to the College associated with this Amendment. The Amendment will commence as soon as possible and will continue through June 30, 2020. This item was approved by Tom Furlong on October 21, 2019. Department—Career Connections
60. Intergovernmental Agreement with the **Pinellas County School Board** to establish and update collegiate high school programs in dual enrollment for the next school year. The Agreement is for an annual period and is to be executed prior to January 1st of each year. This Agreement is pursuant to Florida Statutes 1007.273 which requires colleges to work with their school districts for this purpose. There is no cost to the College. This item was approved by Tom Furlong on November 15, 2019. Department—University Partnership Center
61. Agreement with **SCOIR, Inc.** to provide a free, perpetual license of the Scoir College Guidance Management System for use by the St. Petersburg Collegiate High School at the St. Petersburg/Gibbs Campus. The Agreement will commence as soon as possible and be ongoing unless terminated by either party. There is no cost to the College associated with this Agreement. This item was approved by Tom Furlong on October 9, 2019. Department—St. Petersburg Collegiate High School at SP/G
62. Agreement with **SCOIR, Inc.** to provide a free, perpetual license of the Scoir College Guidance Management System for use by the St. Petersburg Collegiate High School at the Tarpon Springs Campus. The Agreement will commence as soon as possible and be ongoing unless terminated by either party. There is no cost to the College associated with this

Agreement. This item was approved by Tom Furlong on October 14, 2019. Department—St. Petersburg Collegiate High School at TS

63. Agreement with **Springer Customer Service Center, LLC** to for a license to access Nature Journals for use in the College's libraries. The license is for the period of one year at a cost to the College of \$7,785.95. This item was approved by Brian Miles on December 18, 2019. Department—District Library
64. Agreement with **Swank Motion Pictures, Inc.** for a license to stream certain movie titles used for instruction in the College of Education. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$215. This item was approved by Brian Miles on December 16, 2019. Department—College of Education
65. Agreement with **Taylor Publishing Company d/b/a Balfour** to provide for the publication of the 2019-20 Yearbook for St. Petersburg Collegiate High School at the St. Petersburg/Gibbs Campus. The cost to the College for the Agreement will be \$5,505.80. This item was approved by Brian Miles on November 6, 2019. Department—Collegiate High School/SPG

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


Suzanne Gardner, General Counsel, recommends approval.

ps1231191

January 21, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, 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. #109360 – Laurie Hill** – This is in the amount of \$39,100.00 business development consulting services. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional Services...” **Recommended** by Andrea Henning, Executive Director Collaborative Labs & Workforce Institute.
2. **P.O. #109057 – Access Interpreting Services LLC** – This is in the amount of \$40,000.00 is a blanket purchase of professional interpreting services. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional Services...” **Recommended** by Diane DiRocco, Senior Manager, Benefits & Wellness.
3. **P.O. #109361 – Sunburst Entertainment Group LLC** – This is in the amount of \$44,267.95 for the rental of Tropicana Field for May 2020 graduation. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption I: “Single...” **Recommended** by Eva Christensen, Director of Admissions & Records.
4. **P.O. #109150 – Robert L. Neri** – This is in the amount of \$50,050.00 for consulting services. **This is grant funded.** **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption

- G: "Professional Services..." **Recommended** by Eileen LaHaie, Director of CPSI.
5. **P.O. #109055 – Independent Electrical Contractors FECC** – This is in the amount of \$58,800.00 for technical instruction in the Florida Apprenticeship Initiative. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional Services..." **Recommended** by James Stewart, Dean of the College of Computer & IT.
 6. **P.O. #109161 – Expert Messenger Inc.** – This is in the amount of \$62,000.00 for courier services between campuses and centers. Competitively bid on ITB 02-19-20. **Recommended** by Ed Hunley, Materials Management Supervisor.
 7. **P.O. #109235 – Independent Electrical Contractors Inc.** – This is in the amount of \$79,200.00 for job-related technical instruction in the Florida Apprenticeship Initiative. **This is grant funded. Authority:** BE & BOT Rule 6Hx23-5.12, Exemption G: "Professional..." **Recommended** by James Stewart, Dean of the College of Computer & IT.
 8. **P.O. #109340 – PC Solutions & Integration Inc** – This is in the amount of \$43,878.37 for VMWare subscription support and maintenance. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: "Technology Resources..." **Recommended** by by Janette Hunt, AVP Budgeting and Compliance.
 9. **P.O. #109259 – Transworld Systems Inc.** – This is in the amount of \$44,500.00. This is a blanket purchase order for pre-collection services. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional Services..." **Recommended** by Mike Meigs, Acting AVP, Business & Financial Services.
 10. **P.O. #109225 – Ricoh Americas Corporation** – This is in the amount of \$99,064.78 for year five of a five-year labor agreement to manage the Print Shop. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional Services..." **Recommended** by Rita Farlow, Executive Director, Marketing & Strategic Communications.
 11. **P.O. #109320 – Barnes & Noble College Booksellers LLC** – This is in the amount of \$100,00.00 for books and supplies to support the Collegiate High School in Tarpon Springs. **This is grant-funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption B: "Educational..." **Recommended** by Starla Metz, AVP Collegiate High School.
 12. **P.O. #109338 – Dell Marketing LP** – This is in the amount of \$136,792.71 for 125 student and 11 faculty laptops. **This is grant-funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: "Technology Resources..." **Recommended** by Starla Metz, AVP Collegiate High School.
 13. **P.O. #109163 – Microsoft Corporation** – This is in the amount of \$68,896.00 for Premier support services and fees. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: "Technology Resources..." **Recommended** by Janette Hunt, AVP Budgeting and Compliance.

14. P.O. #109159 –Florida Crisis Response Team Inc. – This is in the amount of \$140,000.00 to present four iterations of the course Responding to the Community Crisis and three iterations of Responding to the Community Crisis Beyond the Basics. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption I: “Single Source...” **Recommended** by Eileen LaHaie, Director of CPSI.

Change Orders listed in numeric order:

N/A

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 Thomas Russell, Director of Procurement, Asset Management and Auxiliary Services.

January 21, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 


SUBJECT: Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$325,000

1. Approval was received for Change Order # 3 for Phase II (an increase of \$22,421.26 resulting in a revised Phase II GMP of \$4,458,932.58), Change Order # 2 for Phase III (an increase of \$293,002.81 resulting in a revised Phase III GMP to \$13,704,446.11), Project #301-D-17-3, Student Success Center, St. Petersburg Gibbs Campus. These Change Orders revised the overall project GMP from \$19,000,000.00 to \$19,315,424.07.
2. Approval was received for Change Order #2 (an increase of \$34,680.49 to Hodge's GMP, resulting in a revised GMP of \$307,283.58), Project #1707-R-18-4, SE Chamber of Commerce. The overall project budget of \$750,021.21 remains unchanged.

This information is provided by Brian Miles, Vice President, Administration, Finance & Technology; Diana Wright, Associate Vice President, Facilities Planning and Institutional Services; Pursuant to Board of Trustees Rules 6Hx23-6.09 and 6Hx-6.10.

January 21, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Dr. Tonjua Williams, President 
SUBJECT: **Quarterly Report of Dell Financial Agreements**

Section B: Major Technology Contracts

1. Agreements with **Dell Financial Services, LLC** to lease 1 computer for Enrollment Services as well as other network related equipment for use in various academic and administrative departments college wide. The leases, **entered into between July 23, 2019 and August 31, 2019** are for a period of 48 – 60 months. The cost to the College for these leases is expected to be approximately \$200,218.20. 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 \$78.03. Based on the foregoing, the total cost to the College for these lease agreements will not exceed \$200,296.23. Should funds not be appropriated to continue the leases for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 60 days written notice prior to the end of the current fiscal period. These items are being reported to the Board based on its approval of the 2019-20 Budget on June 18, 2019.

Brian Miles, Vice President, Administration, Finance & Technology; and Mike Meigs, Acting AVP, Business & Financial Services, recommend approval.

January 21, 2020

Leepa-Rattner Museum of Art (LRMA)

LRMA Board Members: Mary Mitchell Avery, Anna Billiris, Clifford Brock, Eric Clark, Jason Dunkel, David Edmonds, Housh Ghovae, Patricia Haddad, Bill Heyser, Edward Hoffman, Jr., Barbara Hubbard, Joan Jennings, Linda Johnson, Thomas Kidwell, Carrie Root, William Schumacher, Vonda Woods, Gary Zino, Jesse Turtle, Rodrigo Davis, and Tonjua Williams.

Update on Development Officer Search: Interviews have commenced. At the conclusion of the first round of interviews, the committee moved forward three candidates. After a second round of interviews on-campus, the committee recommended a candidate for hire. This recommendation has been sent to Human Resources and we have a tentative start date of the 27th for our new Development Officer, Angela Manescala.

Upcoming Programs: LRMA's two new exhibitions, "Louisa Chase: What Lies Beneath", and "Women Made: Art from the LRMA Collections" opens this month with a member's reception on Friday, January 24th and a gallery talk with donor and art enthusiast Jim Sweeny on Sunday, January 26th. Saturday, February 8th the Museum launches a new program in partnership with Tarpon Springs Public Library called "Serendipitous Saturday" which welcomes the community to the Museum with art-making activities for all ages. On February 23rd, LRMA partners with USF CAM (University of South Florida's Contemporary Art Museum) to host an artist talk by Hope Ginsburg. Ginsburg's work focuses on the sponge culture of Tarpon Springs, exploring the local industry, raising understanding about the health of marine life and its ties to the environment and the economy, and serves as a catalyst for future solutions. Her presentation here will be followed by Land Dive Team: Tarpon Springs, a related public performance event at the Tarpon Springs Sponge Docks.

JANUARY 2020 BOT UPDATE

UPDATES AND PROGRAMS

December 2019

On December 12-13, 2019 ISPS hosted the 2019 SUMMIT: “CELEBRATING CIVIC EXCELLENCE THROUGH ENGAGEMENT” at the Seminole Campus, Conference Center. The Civic Thought Leaders, through the World Café model engaged in robust conversation on voter education, citizen involvement with local governments and commitment to action.

January 2020

In January our team will attend the Leadership Summit, Tampa Bay Regional Resiliency Coalition in St. Petersburg.

February 2020

In February, our ISPS team will meet with our Board of Trustees to shape our strategic vision and discuss enhancement to programming.

March/April 2020

We will host our Suncoast Sea Level Rise Collaborative in Early Spring 2020 with our trustee Dick Jacobs.

ACKNOWLEDGMENTS

I am grateful for the outstanding Seminole Campus Team under the leadership of Dr. Strickland for their warm welcome and the Marketing Team under the leadership of Rita Farlow for the prompt updates to our material. Finally I would like to thank Eired Eddy for her support.



A blue ink handwritten signature, appearing to read 'Kimberly G. Jackson', written in a cursive style.

Very Truly Yours,
Kimberly G. Jackson, Esq.
Executive Director

ST. PETERSBURG COLLEGE FOUNDATION BOARD REPORT 1-21-20

What is the SPC Foundation: The St. Petersburg College Foundation, Inc. is a 501(c)(3) corporation chartered as a direct support organization of St. Petersburg College. The St. Petersburg College Foundation, Inc. promotes the practice of philanthropy through partnerships with the community for the advocacy of higher education in general and specifically at SPC, for (1) the provision of student scholarships, awards and grants, (2) the advancement of teaching and instructional services, (3) new and improved facilities and (4) state-of-the-art technology. A prominent Board of Directors who represent a diverse mix of professional, business and civic leadership lead the SPC Foundation. The SPC Foundation seeks to create an environment of collaboration and support between the College and a broad constituency of stakeholders.

Foundation's Mission: The mission of the SPC Foundation is to accept and prudently manage all gifts including cash, securities, property, bequests and trusts and help advance the objectives of the College through a broad range of scholarships and program grants.

History: The St. Petersburg College Foundation was founded September 1980.

Board Members: Joseph G. Blanton, Josh Bomstein, Johnny V. Boykins, R. Michael Carroll (Chair), Stephen Cole, Robert J. Fine, Robert L. Hilton, Beth Horner, Bill McCloud, Angie McCourt, Brian Miles (Treasurer), Steven R. Shepard, Shan Shikarpuri, Nathan Stonecipher (SPCF/BOT), Jesse Turtle (Secretary), Rich Warshof, Richard Winning and Tonjua Williams

Financials: As of November 30, 2019, the Foundation has raised \$2.10M or 86% of its fundraising goal for the year, there is still another 4 months in the Foundation's fiscal year that ends March 31, 2020.

The Foundation has raised \$1.5M or 99% of its scholarship goal and almost half a million dollars or 77% of its program goal for the year. Over \$1.2M in scholarships have been awarded to SPC students and other \$892,517 to College programs.

As of December 31, 2019, the Foundation has raised \$79,000 for the Titan Fund.

The Foundation also received continued support from various donors. Thomas E. Free: \$25,000 to support the EMS/EMT Paramedics Scholarship, Dr. and Mrs. Harry J. Free: \$25,000 for the H.J. Free Nursing Scholarship and \$10,000 from the Philip and Marilyn Benjamin Family Philanthropic Foundation in support of the Dr. Philip Benjamin Memorial Scholarship Fund.

Current Highlights:

- #GivingTuesday 24-hour fundraising campaign yields \$18,000 in support for the SPC Titan Fund with help from donors, students, alumni, faculty/staff and college leadership who used their social media platforms to spread the word. The impact of the funds raised was doubled as they were matched dollar-for-dollar by the SPC Foundation Board of Directors.
- The 2019 SPC Nursing Pinning Ceremony 151 students earned their Associate of Science degree in Nursing this fall and were welcomed into the nursing profession at a pinning ceremony held on December 12. This year marked the first year of the ceremony being sponsored. Suncoast Credit Union donated \$5,000 in support.
- SPC Alum gives \$100,000 to support the scholarship initiative. Owner of Frenchy's restaurants, Michael "Frenchy" Preston and family established a \$100,000 endowed scholarship in support of students entering the hospitality and tourism profession.

January 21, 2020

PALLADIUM BOARD REPORT JAN. 2020

Organization: Palladium is preparing a multi-year reorganization proposal that addresses the continued growth of the business and the retention and professional development of our staff. We will be presenting a preliminary report to our Provost, Dr. Tashika Griffith, in late January.

Capital Campaign: The Palladium is in the early stages of development on a fundraising campaign to replace the existing seats and make technical improvements in Hough Hall. The campaign is projected to raise \$1.5 million-plus in private donations. It is being developed in partnership with the SPC Foundation.

December Highlights: We kicked off our Palladium Chamber Players season on Dec. 11 with a record number of subscriptions sold, a record crowd and our highest fundraising total in the eight-year history of the series. Our brand new Palladium Cabaret Series debuted on Dec. 19 with a sold-out concert by Ann Hampton Callaway. Our annual Nutcracker presentation also set attendance records.

January Highlight: The Palladium launched the Palladium Jazz Awards, a gala concert and awards events, on Jan. 12. We partnered with two local jazz societies and WUSF Radio on this major event. We honored Kitty Daniels and Majid Shabazz, two veteran jazz performers, and Herb Snitzer, a local photographer who made iconic jazz images during his time in New York City in the 1950s and '60s.

See www.mypalladium.org for a complete listing of shows and events.

January 21, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President *(TW)*

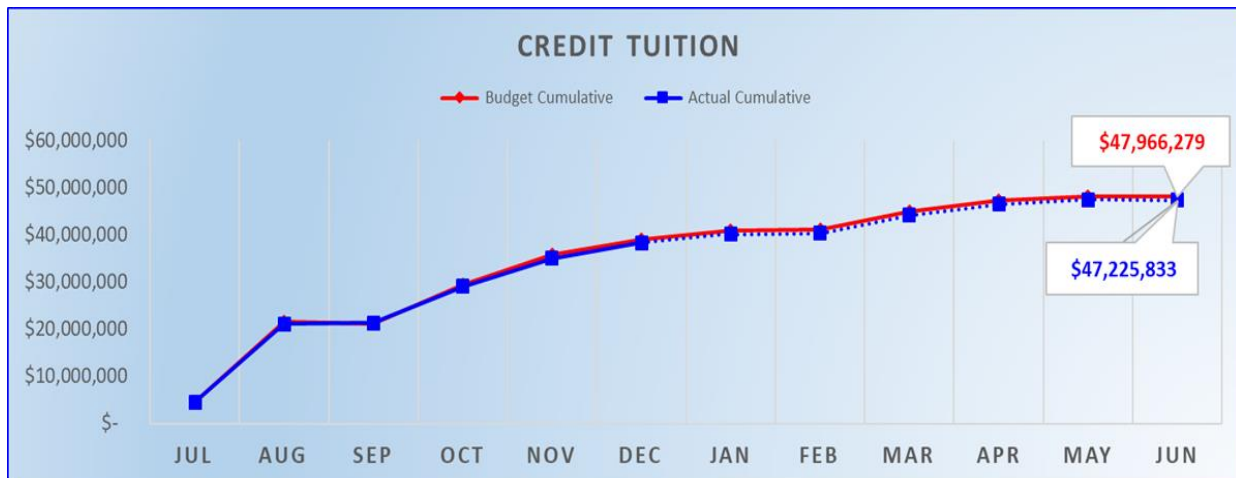
SUBJECT: Fiscal Year 2019-2020 College General Operating Budget Report with Tuition Revenue Projections

The FY19-20 fund 1 operating budget report through December 31, 2019 is attached.

As of December 31, 2019, the overall revenue is \$82.4M, which represents 57.4% of the operating budget. Personnel expense represents 77.8% of the annual operating budget. As of this report date, personnel expense totals \$53.5M or 47.9% of the total budget. Current and capital expense totals \$12.9M (44.4%) and \$705K (25.4%), respectively. Net balance of revenue less expense is \$15.3M.

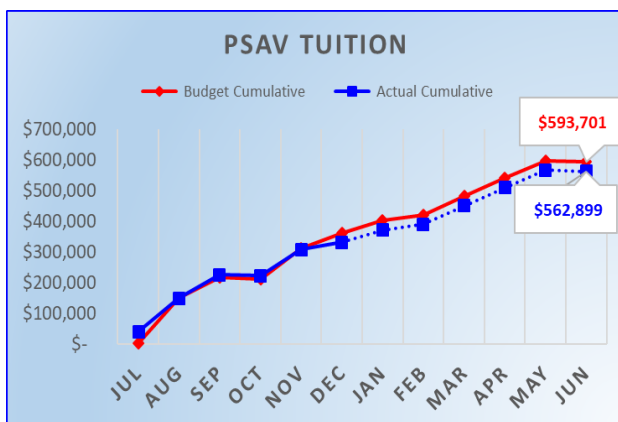
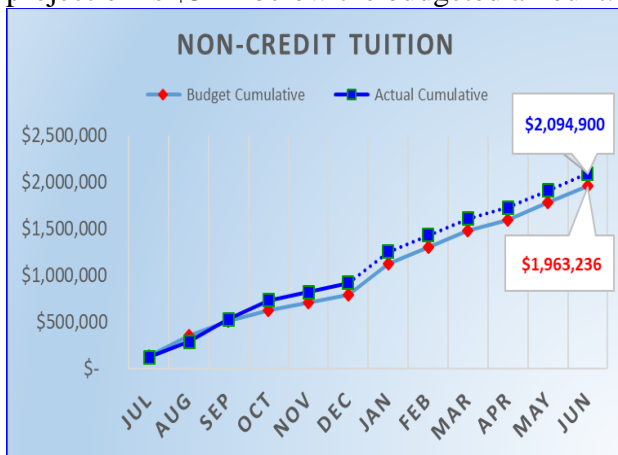
Displayed below are charts for projected tuition revenue. There are three types of tuition revenue; credit tuition, non-credit tuition, and postsecondary adult vocational tuition.

Credit Tuition Revenue – The chart below displays the credit tuition portion of the budget to the trending projected amount. As of December 31, 2019, the tuition projection is \$740K below the budgeted amount.



Non-Credit Tuition Revenue – The chart to the right displays the non-credit portion of the budget to the trending projected amount. As of December 31, 2019, the tuition projection is \$132K above the budgeted amount.

Postsecondary Adult Vocational Tuition Revenue – The chart to the right displays the Postsecondary Adult Vocational (PSAV) portion of the budget to the trending projected amount. As of December 31, 2019, the tuition projection is \$31K below the budgeted amount.



Total Tuition Revenue - The chart below displays the total operating tuition budget to the trending projected amount. As of December 31, 2019, the overall tuition projection is \$640K below the budgeted amount.



Brian Miles, Vice President, Administrative, Finance & Technology