

MINUTES OF THE AUGUST 18, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, August 18, 2020 at the St. Petersburg College Seminole Center, Conference Center, 9200 113th Street N, Seminole, Florida. The following Board members were present: Chair Katherine Cole, Bridgette Bello, Deveron Gibbons, Thomas Kidwell and Nathan Stonecipher were present. Dr. Tonjua Williams, President of St. Petersburg College and Secretary to the Board of Trustees was also present. 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, August 18, 2020, at the St. Petersburg College Seminole Center, Conference Center, 9200 113th Street N, Seminole, 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).

20-056. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
August 18, 2020

St. Petersburg College Seminole Campus (Conference Center)
9200 113th Street N
Seminole, FL

ANNUAL ORGANIZATIONAL 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. Dr. Katherine Woods (*Attending*)
- B. SPC Spotlights
 - 1. New Vice President, Academic Affairs
 - 2. New Equity Diversity and Inclusion Director
- C. Annual Organizational Meeting
 - 1. Election of Chairperson
 - 2. Election of Vice Chairperson
 - 3. Selection of Day for Regular Monthly Board Meetings
 - 4. Selection of Time for Regular Monthly Board Meetings
 - 5. Designation of Location for Special Board Meetings Held at Locations Other than the EpiCenter
- D. Appointment of Board Members to Direct Support Organization Boards:
SPC Foundation, Inc; Institute for Strategic Policy Solutions and Leepa-Rattner
Museum of Art, Inc. (*Action*)

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 June 16, 2020 (*Action*)
- Board of Trustees' Workshop of July 27, 2020 (*Action*)

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V. MONTHLY REPORTS

- A. General Counsel

VI. STRATEGIC FOCUS

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

- 1. Fall 2020 Enrollment Summary - Dr. Patrick Rinard, Associate Vice President, Enrollment Services (*Presentation*)

- 2. Midtown Digital Inclusion and Enhancements – Ms. Eired Eddy, Government Relations Director and Dr. Tashika Griffith, Provost, Downtown and Midtown Centers (*Presentation/Action*)

VII. CONSENT AGENDA

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

- B. NEW BUSINESS

- 1. ADMINISTRATIVE MATTERS

- a. Human Resources
 - i. Personnel Report (*Action*)
 - ii. 2021 Employee Health Plan Model Change (*Action*)

- 2. Workforce, Community, and Corporate Partnerships Curriculum Changes (*Action*)

- 3. GRANTS/RESTRICTED FUNDS CONTRACTS

- a. Institute of Museum and Library Services (IMLS) - IMLS CARES Act Grant for Museums and Libraries (*Action*)
- b. Spectrum—Digital Education Grant (*Action*)
- c. Department of Labor – Occupation Safety and Health Administration (OSHA), Susan Harwood Training Grant Program (*Action*)
- d. Florida Department of Education - Governor’s Emergency Education Relief (GEER) Fund, under CARES Act, Rapid Credentialing Grant Program (*Action*)

- 4. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000

- a. Oracle PeopleSoft Campus Agreement (*Action*)

- 5. Other

- a. District Office Sale of Real Property Proposal (*Action*)
- b. Microsoft Campus Agreement – Students, Staff, Faculty & Administrative (*Action*)
- c. WorkNet Pinellas, Inc. d/b/a CareerSource Pinellas – Training Agent Agreement (*Action*)
- d. Lease Agreement with Natures Table, St. Petersburg Tarpon Springs Campus (*Action*)

VIII. INFORMATIONAL REPORTS

A. Direct Support Organization

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

B. Palladium at St Petersburg (*Information*)

C. Fiscal Year 2019-2020 College General Operating Budget Report with Tuition Revenue Projections (*Information*)

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

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

F. Quarterly Repot of Dell Financial Agreements (*Information*)

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

X. PRESIDENT’S REPORT

XI. NEXT MEETING DATE AND SITE

September 15, 2020, St. Petersburg Gibbs Campus, Student Success Center

XII. ADJOURNMENT

*ST. PETERSBURG COLLEGIATE HIGH SCHOOL GOVERNING BOARD MEETING
TO IMMEDIATELY FOLLOW – Presenter: Starla Metz, Associate Vice President, St.
Petersburg
Collegiate High Schools (see separate agenda)*

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting August 18, 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: August 7, 2020

20-057. Under Item I, Call to Order

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The meeting was convened by Chair Cole at 9:03am. The invocation was given by Trustee Stonecipher and was immediately followed by the Pledge of Allegiance.

20-058. Under Item II – Recognitions

A. Presentation of Retirement Resolutions and Motion for Adoption

Chair Cole recommended adoption of retirement resolutions Dr. Katherine Woods who received her resolution as presented by President Williams.

B. SPC Spotlights

Dr. Williams shared information about Dr. Matthew Liao-Troth, the new Vice President of Academic Affairs. Dr. Matthew Liao-Troth is an experienced academic leader with a deep understanding of the pivotal role higher education plays in transforming lives. He has served as Senior Vice President and Provost, Dean, Department Chair, Graduate Programs Director, and Faculty Senate President in both the public and private areas of higher education. Dr. Liao-Troth most recently held the role of Senior Vice President and Provost at Hawai'i Pacific University, where he was responsible for academic affairs and student affairs, to ensure student success and academic integrity in fulfillment of the institutional mission. Dr. Liao-Troth earned his PhD in Management and his MS in Management & Policy from the University of Arizona, his MBA from San Diego State University, and his BA in American Studies from the University of California, Santa Cruz.

Dr. Liao-Troth stated that it has been a pleasure to work at SPC for the past six weeks. He noted that the faculty and staff have done an amazing job getting ready for the first day of classes, which went off without a major hitch.

Dr. Williams presented information about Dr. Devona Pierre, the new Equity, Diversity, and Inclusion Director. For well over 15 years, Dr. Pierre has served in public and private higher education organizations including in student and academic affairs, affirmative action, and equity, diversity, and inclusion. She has facilitated engaging training sessions with topics including race, racism, microaggressions, LGBTQIA, gender, ADA, and socio-economic status, among others. Dr. Pierre comes to us from the University of South Florida where she served in the Office of Diversity, Inclusion, and Equal Opportunity and focused on Faculty Diversity Initiatives and Affirmative Action. Her work has been geared towards the implementation of programs that seek to provide parity to marginalized populations within higher education. Dr. Pierre is a proud alumna of Dillard University in New Orleans, Louisiana and Auburn University in Alabama.

Dr. Pierre stated that she is in her second week and she is very happy to be a part of SPC and to be working on behalf of equity, diversity, and inclusion for the College.

20-059. Annual Organizational Meeting

Chair Cole announced that this morning is the annual organizational meeting that the Board is required to hold each year per Florida Statute. She read Section 1001.61 of the Florida Statutes.

Chair Cole opened the floor for nominations for the Chair of the Board of Trustees for the 2020-21 fiscal year.

Trustee Stonecipher moved approval to nominate Chair Cole to chair the Board of Trustees for another year. He added that particularly giving the past few months, it would be good to continue with her leadership. Trustee Kidwell seconded the nomination. The motion passed unanimously.

Chair Cole accepted and expressed her appreciation.

Chair Cole opened the floor for nominations for the Vice Chair of the Board of Trustees for the 2020-21 fiscal year.

Trustee Stonecipher moved approval to nominated Vice Chair Bello and noted that she has done a fantastic job and that he would love to see her in the Chair role in the future. Trustee Kidwell seconded the nomination. The motion passed unanimously.

Vice Chair Bello accepted the nomination.

Chair Cole added that Ms. Bello has done a great job in her service, getting involved in committees, and being on campus with students.

Chair Cole proposed the meeting schedule for the 2020-21 fiscal year pursuant to rule 6hx23-1.04 of the Board of Trustees rules and procedures. She noted that the schedule for the meetings of the Board as the governing board of directors for the College High School charter school shall be scheduled in accordance with Florida Statute section 1002.33, and that properly noticed special meetings and workshops may be scheduled at this organizational meeting or scheduled throughout the year.

Chair Cole asked for a motion to accept the meeting schedule.

Miss Bello made a motion to accept the meeting schedule. Trustee Stonecipher seconded the motion. The motion passed unanimously.

Chair Cole appointed the representatives to direct support organizations pursuant to relevant rules and statutes as follows: Trustee Stonecipher, SPC Foundation; Trustee Kidwell, Leepa-Rattner Museum; Vice Chair Bello, Institute for Strategic Policy Solutions.

20-060. Under Item III, Comments

Chair Cole congratulated everybody on a wonderful first day of school. She noted that Friday's Welcome Back event was held via Zoom and that Dr. Williams has been going campus to

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campus. She noted that each Board member has expressed gratitude to the faculty, staff, and administration for their work since March in moving quickly online, incorporating new technologies, and rising to the occasion.

Chair Cole shared that it was exciting on Friday morning having the grand opening of the Student Success Center on the Gibbs campus.

Trustee Gibbons expressed his regret at missing the grand opening due to being out of town Friday. He is glad to see the great facility open and congratulated the College on a job well done.

Dr. Williams said that she is proud of the faculty, administrators, and staff for all of the flexibility and the hard work that they have done from their homes and some of them from their offices.

Dr. Williams thanked the committee that put together the Welcome Titans event, noting that it was an amazing event with over 800 online participants.

Dr. Williams shared that the Foundation has raised \$863,000 for the College, which is amazing during COVID because many people are not giving money at this time. The grants office was awarded an additional about \$300,000 during COVID, and also received some renewals of some of the grants to the tune of \$3M.

Dr. Williams stated that there are a lot of new partnerships and opportunities in the pipeline.

Dr. Williams thanked the trustees for their responsiveness and flexibility. She noted that everyone is still living in a moment-by-moment situation, and thanked all College faculty and staff.

Public Comments

Chair Cole noted that there was a request for public comment from a representative of Aetna who could not attend in person. Because it is a live in-person meeting and not a Zoom meeting, there is not the capability for interactive communication during the meeting unless the person is present.

Trustee Gibbons noted that the Aetna representative can reach out to the President and get some of their questions answered. He disclosed that they reached out to him and he could not answer their questions they had related to the insurance product. He added that it sounded like there was a mix-up and that unfortunately at this point, he thinks the Board has essentially made a decision regarding insurance. He said that perhaps if they speak with Dr. Williams, they can at least figure out where they went wrong and maybe that will help them in the next process.

Chair Cole shared that the Aetna representative reached out to Dr. Williams' office last night in an attempt to coordinate attendance at the Board meeting. She explained that this is specific to the transition from being self-insured to moving to the state college consortium, which is

part of the consent agenda. Aetna, who is the underwriter for the insurance provider that SPC currently uses, had some questions about some of the numbers. She noted that it can be pulled off the agenda if anybody wants to discuss further beyond what was discussed at the workshop earlier this month.

20-061. Under Item IV, Review and Approval of Minutes

The minutes of the June 30, 2020 Meeting and the July 27, 2020 Workshop of the Board of Trustees of St. Petersburg College were presented by the chair for approval. Trustee Stonecipher moved approval of the minutes as submitted. Trustee Kidwell seconded the motion. The motion passed unanimously.

20-062. Under Item V, Monthly Reports

Under Monthly Reports

- A. General Counsel

20-063. VII. STRATEGIC FOCUS AND PLANNING

- A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

- 1. Fall 2020 Enrollment Summary - Dr. Patrick Rinard, Associate Vice President, Enrollment Services (*Presentation*)

Dr. Rinard provided a briefing on Fall enrollment as of yesterday morning. He noted that without a doubt, this enrollment cycle, which began at the end of April/beginning of May, was the most unusual and unpredictable of his career and perhaps at the College in general. Early on, SPC thought that there are certain value propositions that they should be telling the community, prospective students, and current students in light of the pandemic. The first one was in light of the unemployment in the county – that SPC has short-term programs to get folks back to work. Under the leadership of Dean Ramsey and others, there was a lot of press around that with programs that are as short as 16 weeks. The College also wanted to remind the community that online instruction is nothing new to SPC; the College has been doing it well for 20 years. SPC also wanted to remind the community that SPC is an excellent value, especially as students might be considering university; they could stay at SPC for their first semester and then explore going off to university after the first semester or after a year, especially in light of the fact that the campus life and residential life on university is going to be a little bit different. The College also wanted to promote the new online-live instruction modality. Lastly, the College promoted the excellent work of SPC faculty in pivoting to remote instruction and student services in pivoting to remote services. He thanked the Foundation and the Learning Support Center for their good work.

Dr. Rinard positioned what the College felt they needed to do with recruiting and onboarding.

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With the recruiters not able to go out into the community, the College had to really think differently. SPC used a lot of new technology. The recruitment event Explore SPC, which is traditionally an on-campus event with an online component, was held completely online and served 600 prospective students. Throughout the summer, recruiters, admissions folks, and financial aid folks hosted Zoom webinars called How to Become a Titan to help with the admissions process and financial aid questions. There were 40 student life and leadership online engagement activities from April through July. There were also webinars promoting the new online-live modality for students and parents of students. In the last two weeks and throughout this week, SPC has transitioned from appointment advising to a quick virtual advising, which has increased the capacity to see more students.

Dr. Rinard shared that the College set the goal of 210,758 budgeted SSH, of which 210,740 have been reached as of Sunday. On Monday, the College gained another 1,000 SSH, which puts SPC on the way to the stretch goal of 234,000 SSH.

Dr. Rinard shared the year-over-year headcount. SPC will serve 23,841 students this Fall with the opportunity to gain more enrollment in the 12-week session that starts in September and the shorter 8-week session that starts in October. The College is down 11.5% in headcount and down 10.6% in SSH, although that was planned for in the budget. Lower division is where there is the biggest decline in enrollment at -12%; upper division is only -2.5%. Upper division enrollment accounts for 16.6% of enrollment, which is up proportionately from last year about 15%. Dr. Rinard also presented headcount data by student program.

Dr. Rinard presented headcount data by race and gender. Every race category is down from last year to this year. The Hispanic count is down for the first time in perhaps six years. SPC lost more males than females proportionally.

Dr. Rinard shared headcount data by enrollment type and status. Continuing students represent 77.4%, new students 15.2%, and students who are returning after a year or more represent 7.4%

Dr. Rinard opined that the biggest takeaway in this enrollment data is the decline in new students. Proportionately, it is at 15.2%; last year, it was a little above 17%. The recent Pinellas county high school graduates did not come in the numbers that they normally come at. Typically, SPC would have 1,700 to 1,800 recent Pinellas county seniors matriculate with SPC in the Fall. Last week, it was in the 1,200 range. The College began to reach out to those students. Many of them had applied to the College and just had not registered, so SPC began a phone campaign and began to reach out to those that applied to hear their stories. Some thanked SPC for the reminder, and they got in the virtual advising cue and were enrolled. The theme the College is hearing is because of the uncertainty of what is going on in the economy and the pandemic that they were going to take a semester off or a gap year. This aligns with the literature.

Dr. Rinard explained that the enrollment status is the full-time to part-time ratio. Roughly two-thirds are part-time and a third is full-time. SPC did pick up 1% proportionally in full-time this year over last year.

Dr. Rinard presented headcount by age data. Every age category is down. The proportion

of students that are 26 years old or older is about 45%. The largest decline is the 18 and under, for the reasons previously discussed.

Dr. Rinard looked at SSH by modality. The live online, which is new, comprises a quarter of enrollment. Purely online is at 61.8%; last Fall, that was 47%.

Dr. Rinard opined that the College was and is well positioned to handle this crisis. He is proud of SPC. The College achieved 100% of the budgeted SSH goal with opportunities to increase that throughout the semester. Upper division enrollment is outperforming lower division enrollment. Year over year, there was a 10.6% decline in SSH, but the College positioned itself and planned for that decline. The largest decline is in new students, impacting the AA and AS enrollment. He stated again that 25% of enrollment is in the new live online modality.

Dr. Rinard discussed ongoing enrollment efforts. He reminded the Board that there will be opportunities to promote the shorter sessions throughout the term. The Midtown campus had success in the Spring with a '12 in 12' campaign where a student can take 12 credits in 12 weeks. SPC will continue to reach students who are near the finish line and remind them about the Last Mile Scholarship program. There will also be continuing efforts to reach the stop-out students that were at SPC last Fall or in the spring that have not graduated and are not yet enrolled for this Fall and to contact those that have applied but are not yet enrolled.

Trustee Gibbons asked for more details regarding the recruitment process in terms of overall recruitment. He asked if there is a combined, concerted effort or if the recruitment is by campus. He also asked what the success rate was for the '12 in 12' program.

Dr. Rinard stated that he would have to bring back the '12 in 12' metrics. He said that SPC did implement a new recruitment model which was formally approved in April or May. It is a more centralized approach where the six recruiters now report to the Director of Recruitment Services, Mr. Reggie Reed. The recruiters support the campuses, but they are also assigned to two or three academic communities. SPC divides all of the majors into 10 career and academic communities. Each recruiter is assigned to two or three of those so they can really specialize and do more of a deep dive into those communities and work closely with the deans. The recruiters have been having Zoom meetings for the last two months with the deans, chairs, and faculty to learn more about their programs so when they are out in the community, they can be more knowledgeable and speak about those programs. They are still supporting the campuses, too. There are monthly meetings with every campus provost.

Trustee Gibbons asked if the campus provost or Dr. Rinard and Mr. Reed had the most control over the recruiters. He opined that recruiters should know everything about all aspects of the College. He suggested cross training every other month.

Dr. Williams agreed that the College could work to make recruiters more generalists.

Trustee Gibbons said that recruiters must get better at answering questions on the spot.

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Dr. Williams stated that SPC advisors do a very good job with that. She added that the other piece is where does marketing come in as far as marketing specific programs and not just the College in general. SPC is moving in that direction and has done some of that with the deans. The deans and the provosts are coming together along with Dr. Rinard as the College looks at the plan going forward.

Trustee Gibbons opined that prospective students and parents should be getting what they need at the first contact and not be passed on.

Trustee Gibbons suggested marketing with a company like Spectrum, as Tallahassee Community College (TCC) does. He pointed out that advertising for TCC is all over Tallahassee. He suggested marketing the FUSE program better.

Chair Cole asked if the high school students who have not started school yet because of the delays in both the Collegiate High School as well as dual enrollment have registered yet.

Dr. Rinard stated that both groups are registering right now.

Trustee Stonecipher asked if Dr. Rinard has any idea what the College anticipates the bump being from the 12- and 8-week courses.

Dr. Rinard replied that when he reported enrollment on Spring in January, enrollment was 3.5% and at the end of Spring, it was at -2.8%. He noted that if there had not been a pandemic, SPC may have been somewhere in between. He believes SPC will gain several thousand SSH. He is unsure if SPC will reach 234,000.

Trustee Stonecipher said that it would be great to split the difference at the very least and be right be above budget and a bit under where SPC was last year. He appreciates all the work Dr. Rinard has done. He thinks that over the next year, it is going to be even more critically important to focus on continuing those calls with students that have not come back or have not enrolled and in asking questions of current students. SPC and the Board have to constantly be seeking out why the College is missing out, especially right now. Perhaps there is nothing to be done to grab some of these students because they have decided for their personal life that with all these unknowns it is safer for them to not enroll in school, but there is no way to know without asking. The focus has to continue to be on the value that SPC offers, particularly during these times. It is work that never goes away. He suggested that discussions about how to get the low-hanging fruit of male enrollment back up need to take place.

Trustee Gibbons suggested looking for a grant on how to get males in general back to work. He does not think it is an issue of black or white anymore. Males need a lot more support and a lot more things related to whether they have a criminal background.

2. Midtown Digital Inclusion and Enhancements – Ms. Eired Eddy, Government Relations Director and Dr. Tashika Griffith, Provost, Downtown and Midtown Centers (*Presentation/Action*)

Ms. Eired Eddy shared that the DOE might be considering funding some one-time requests sometime in the near future that would uplift high-needs communities and would have a long-term impact on the area served. In a collaborative effort throughout the College with the guidance of Capital City and assistance through the governor's office and DOE, SPC has decided to focus this funding request on the Midtown campus since technology and access are of great concern for this community.

Ms. Eddy stated that his request would function as a budget amendment, which is the reason it is being presented today, but it would actually not require an existing amendment for the operational budget. Instead, it would be a request sent to the state for \$1M in funds for this programmatic project. This opportunity could be released in the form of a grant, but all of the details have not been released at this time.

Ms. Eddy said that the governor's OPB office and FDOE have provided the guidance on how to proceed along with Capital City, which was the reason for proceeding with a budget amendment specifically. The request being presented today will have significant impact on the Midtown community through an expansion of programs and upgraded technology.

Dr. Tashika Griffith noted that the pandemic has increase the existing challenges related to education and technology disparities. The request gives SPC an opportunity to actually bridge these widening gaps with existing technology-based programs in order to better support all students. The College is committed to supporting African-American students and wants to build on that support.

Dr. Griffith discussed the Cecil B. Keene summer enrichment program, which is offered to students in the 8th to 12th grade. It is a STEM-with-arts based program that is offered for six weeks. SPC does this to help successfully prepare those students for school and hopefully transition them into a college environment. The goal is to prepare them to potentially be future Titans. SPC would like to increase participation to up to 85 students. This year, there were 24 students and they all graduated the program. The students embraced the opportunity to pivot to an online format.

Dr. Griffith shared that Midtown has a children's library, which is a pride and joy and used by many students with their children. Library staff help them engage by providing programming and activities. SPC would love to build on that by creating a digital learning lab. The digital learning lab would have immersive technology available, such as tablets and headsets where children can take virtual tours. It will allow a reduction of anxiety that a lot of the parents who receiving tutoring feel when they have to have their children with them.

Dr. Griffith said that Midtown did a phenomenal job with the technology lending program and would like to house that permanently.

Dr. Griffith stated that SPC would like to build on all the work and effort that went into the establishment of the Jamerson Center with the Cecil B. Keene building. SPC would like to add

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an innovation lab with emerging technology that will meet the express needs that the workforce industry and industry partners have said SPC needs to make students more marketable. SPC also wants to build in the existing IT and Cyber Security program at the Midtown campus, and the innovation lab in the Cecil B. Keene building would help with that.

Dr. Griffith said that SPC would like to add a wi-fi hotspot extender to the Midtown building to offer internet access to the community. A lot of students borrow equipment but the wi-fi access is a challenge. Having that extender will help with that and will also help with community members that are near the building to have that wi-fi access as well.

Ms. Eddy stated that the total requested funding is \$1M. It strategically incorporates multiple one-time specific funding costs. There is a line item for personnel, which does not include new personnel but rather increases hours of current OPS staff whose hours have been reduced due to budget cuts. Renovations and technology upgrades seek to update and enhance the Keene building for expanded usage including improvement and expansion of workforce programming such as Cyber Security. This will also give the Keene Center the same feel as the Jamerson Center. Improving technology access at Midtown will be impactful to students for years to come. Funding for summer bridge programming at the Cecil B. Keene Center will help SPC serve additional students in preparing them for post-secondary education and will combat what is likely to be increased learning loss after COVID.

Ms. Eddy shared the next steps. She acknowledged that SPC is certainly in uncharted territory with this request; it is a bit unconventional and the specific details are unknown. SPC is attempting to be proactive and strategic with this request so that if that opportunity does arise, the College is ready to jump on that that opportunity. SPC will continue to work with Capital City, the governor's office, and FDOE throughout the completion of this request.

Ms. Eddy said that this digital enhancement funding for Midtown can make a significant impact for the SPC community.

Chair Cole clarified that the Board is being asked to do is a programmatic budget request, so it is not an expense that would be incurred unless SPC received the grant and authorizes the spending, but in order to apply for a grant or qualify for a grant, SPC has to show that these expenses and these programs are in the budget.

Ms. Eddy added that SPC was advised by DOE that SPC has to have minutes from the Board meeting where the Board has discussed it.

Chair Cole clarified that the Board is being asked for two things: (1) support of these programs at the Midtown campus and (2) to amend the budget to add the expenses as a below-the-line type of item that would only be spend in the event the grant is received.

Ms. Eddy clarified that it would be an addition.

Trustee Gibbons asked if SPC has any letters or testimonials from potential corporate partners saying that they would like to see these things done in Midtown.

Ms. Schultz stated that SPC has done several proposals recently for the Midtown community in connection with Dean Ramsey that target what employers are looking to do in the Midtown community specifically. SPC does have a lot of letters related to that. SPC also did assessments related to workforce needs across the College.

Trustee Gibbons clarified that the letters speak more generally and not to this specific program.

Ms. Schultz stated that is correct.

Trustee Gibbons asked if SPC has any letters of support from residents of the Midtown community who would be utilizing these programs.

Dr. Williams replied that at this point, the College does not have any letters from parents or students regarding this particular program, but there are needs that have been brought forward that parents and students wish the College could offer these things.

Trustee Gibbons asked if it is in writing.

Dr. Williams responded that she does not have anything in writing, but that she has had meetings with them. She has also met with city officials and others regarding the same need and concerns. She added that there are about four groups in that community that have expressed a need for wi-fi in the Midtown community. The Midtown community also needs resources for children to learn, especially since some of them are being homeschooled or kept home because of Pinellas county and things of that nature.

Dr. Williams stated that what SPC is hoping to get today is the Board's approval to move forward. She noted that the College can certainly codify all the interest. At this time, the College does not have an official letter from Urban League or other groups.

Chair Cole added that prior to sending this to Tallahassee, Trustee Gibbons suggestions should be incorporated.

Trustee Gibbons said he was glad that the former Chancellor Madeline Pumariega walked in.

Trustee Gibbons opined that he sees this dead on arrival the way it is done right now because it is half a million dollars in infrastructure improvements. He said that he is very familiar with what the grant awarders will ask for, and that they will want to know how SPC is going to change people's lives. For example, how much money is actually going to the student, not to doing infrastructure changes.

Trustee Gibbons reiterated the need for actual student testimonials.

MINUTES OF THE AUGUST 18, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Trustee Gibbons said that Tallahassee will want to know the breakdown of how much is going per student. The College would be adding 60 students to a summer program, receiving \$1M, and putting half a million into renovations.

Dr. Williams stated SPC is also serving children and providing them with things they need.

Trustee Gibbons replied that he understands that. He continued that half a million is going to renovations, so the smaller end of that is going to 60 students.

Trustee Stonecipher noted that it is a one-time cost and there will be 60 new students served each semester or year.

Trustee Gibbons said that no one said there would continue to be 60 new students going forward.

Dr. Williams clarified that it would be a different group of 60 students going forward.

Trustee Gibbons clarified that it would be 85 students every year going forward.

Dr. Williams stated that is the plan if the resources are received.

Chair Cole said that Trustee Gibbons has a lot of expertise in these issues. She clarified that for today, the Board is being asked to do the amendment to the budget and to authorize the team to put together the grant request. She suggested the Board get those technical aspects done. She reminded the Board that the actual details of this particular grant have not yet been released.

Trustee Gibbons pointed out that people from outside the community with means are often deciding what the community needs, but the community does not actually utilize those products and services.

Chair Cole said that she hears what Trustee Gibbons is saying and agrees.

Trustee Gibbons reiterated that what he hears often from people who live in the community is that there are a bunch of groups that are supposed to have the best interest of the Midtown corridor in mind, and they do not. They are worried about what they can utilize and what they can do.

Chair Cole recommended the team follow Trustee Gibbons recommendations and obtain testimonials from the community when putting together the grant.

Trustee Gibbons stated that when the weakest members of society can go out and get a job, then the Board has done their job, which is why SPC should know everybody who lives around Midtown and all SPC campuses.

Chair Cole asked for a motion to amend the budget and authorize the submittal of a to-be-determined and defined grant application when DOE issues that request.

Vice Chair Bello made a motion to amend the budget and authorize the submittal of a to-be-determined and defined grant application when DOE issues that request. Trustee Stonecipher seconded the motion. The motion passed unanimously.

Chair Cole thanked Mr. Turtle, as this was an opportunity Capital City has been working with DOE and the Governor's office to bring to the College. She also thanked the Foundation for agreeing to fund that relationship with the Tallahassee lobbyists. She opined that opportunities like this are worthwhile.

20-064. Under Item VII – CONSENT AGENDA

- A. OLD BUSINESS (items previously considered but not finalized) - None
- B. NEW BUSINESS
 - 1. ADMINISTRATIVE MATTERS
 - a. Human Resources
 - i. Personnel Report (*Action*)
 - ii. 2021 Employee Health Plan Model Change (*Action*)
 - 2. Workforce, Community, and Corporate Partnerships Curriculum Changes (*Action*)
 - 3. GRANTS/RESTRICTED FUNDS CONTRACTS
 - a. Institute of Museum and Library Services (IMLS) - IMLS CARES Act Grant for Museums and Libraries (*Action*)
 - b. Spectrum—Digital Education Grant (*Action*)
 - c. Department of Labor – Occupation Safety and Health Administration (OSHA), Susan Harwood Training Grant Program (*Action*)
 - d. Florida Department of Education - Governor's Emergency Education Relief (GEER) Fund, under CARES Act, Rapid Credentialing Grant Program (*Action*)
 - 4. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000
 - a. Oracle PeopleSoft Campus Agreement (*Action*)
 - 5. Other
 - a. District Office Sale of Real Property Proposal (*Action*)
 - b. Microsoft Campus Agreement – Students, Staff, Faculty & Administrative (*Action*)
 - c. WorkNet Pinellas, Inc. d/b/a CareerSource Pinellas – Training Agent Agreement (*Action*)
 - d. Lease Agreement with Natures Table, St. Petersburg Tarpon Springs Campus

MINUTES OF THE AUGUST 18, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

(Action)

The Board considered VII –B.1a – B.5d. Trustee Gibbons moved approval. Trustee Stonecipher seconded the motion. The motion passed unanimously.

Trustee Stonecipher asked if there is a way the Board can get a report on leases SPC has throughout campuses and what SPC has done in the way of any deferments or help through COVID. Chair Cole agreed that was a very good suggestion.

VIII. INFORMATIONAL REPORTS

A. Direct Support Organization

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

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

C. Fiscal Year 2019-2020 College General Operating Budget Report with Tuition Revenue Projections *(Information Information)*

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

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

F. Quarterly Report of Dell Financial Agreements *(Information)*

20-065. Under Item X, Proposed Changes to BOT Rules Manual – Public Hearing – NONE

20-066. Under Item XI, President's Report

Dr. Williams reported that legislatively, SPC is continuing to spend a lot of time with the Chancellor and the Commissioner learning what is forthcoming with the budget and staying focused on that. The Council of Presidents will have their first meeting of the year coming up soon regarding how things are going to be handled up to the start of the legislative session. SPC has not received any other news regarding budgets at this time other than that there may be an additional hold back from the state colleges as well as up in operations.

Dr. Williams stated that the main focus right now is keeping students learning and moving employees forward. Dr. Williams will continue campus visits and will be holding a State of the College address for all faculty. She will also do ones for the Career Services staff and then another one for the Administrative staff to share where SPC is as an institution and hear their

concerns. Dr. Williams will more than likely send a survey to the College and use that information as her foundation and springboard for this important state of the union address. She is focusing seriously on communication and making sure that all employees know what is going on and that their voices are coming forward.

20-067. Under Item XII, Next Meeting Date and Location

The Board confirmed its next meeting date and location as Tuesday, September 15, 2020, 9:00 a.m., at the St. Petersburg/Gibbs Campus, Student Success Center.

XII. ADJOURNMENT

Having no further business to come before the Board, Chair Cole adjourned the meeting at 10:05 am.

20-068. St. Petersburg Collegiate High Schools

The Board reconvened at 10:05 am as the Governing Board for the St Petersburg Collegiate High Schools.

Ms. Starla Metz brought forward the St. Petersburg Collegiate High School's innovative reopening plan and the instructional calendar for the 2020-21 academic year which she presented to the Board at the July workshop and is now respectfully requesting the Board's approval.

Chair Cole reminded the Board that they saw this in July and just need to formally approve it.

Trustee Gibbons made a motion to approve the St. Petersburg Collegiate High School's innovative reopening plan and the instructional calendar for the 2020-21 academic year. Vice Chair Bello seconded the motion. The motion passed unanimously.

Ms. Metz informed the Board that the school safety assessment which occurs every summer is conducted by the Pinellas County Sheriff's Department to ensure the safety of staff and students. There were no recommendations or findings for the Tarpon Springs campus and only one recommendation for the St. Pete Gibbs campus, which was to extend the counter to create a barrier so that people could not go directly to the rest of the offices. Thanks to the wonderful in-house team, that counter has been installed and things are now in compliance.

Chair Cole wished Ms. Metz good luck with the opening.

Ms. Metz replied that the first day was great and everything went wonderfully.

Chair Cole adjourned the meeting at 10:12 a.m.

**MINUTES OF THE AUGUST 18, 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
August 18, 2020

II – B.1 New Vice President Academic Affairs



Vice President, Academic Affairs

Dr. Matthew Liao Troth



- Dr. Matthew Liao-Troth is an experienced academic leader with a deep understanding of the pivotal role higher education plays in transforming lives. He has served as Senior Vice President and Provost, Dean, Department Chair, Graduate Programs Director, and Faculty Senate President in both the public and private areas of higher education.
- Dr. Liao-Troth most recently held the role of Senior Vice President and Provost at Hawai'i Pacific University, where he was responsible for academic affairs and student affairs, to ensure student success and academic integrity in fulfillment of the institutional mission
- Dr. Liao-Troth earned his PhD in Management and his MS in Management & Policy from the University of Arizona, his MBA from San Diego State University, and his BA in American Studies from the University of California, Santa Cruz.

II – B.2 New Equity Diversity and Inclusion Director



Equity, Diversity and Inclusion Director

Dr. Devona Pierre




- For well over 15 years, she has served in public and private higher education organizations including in student and academic affairs, affirmative action, and equity, diversity, and inclusion. She has facilitated engaging training sessions with topics including race, racism, microaggressions, LGBTQIA, gender, ADA, and socio-economic status, among others.
- Dr. Pierre comes to us from the University of South Florida where she served in the Office of Diversity, Inclusion, and Equal Opportunity and focused on Faculty Diversity Initiatives and Affirmative Action. Her work has been geared towards the implementation of programs that seek to provide parity to marginalized populations within higher education.
- Dr. Pierre is a proud alumna of Dillard University in New Orleans, Louisiana and Auburn University in Alabama.

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: 2020 – 2021 Proposed Board of Trustees Meeting Schedule

Approval is sought to schedule the 2020-2021 St. Petersburg College Board of Trustees meetings according to the proposed schedule below.

Proposed meeting dates and locations:

August 18, 2020	Seminole
September 15, 2020	St. Petersburg Gibbs
October 20, 2020	EpiCenter
November 17, 2020	Allstate Center
December 15, 2020	Epi Center, Collaborative Labs (Board Workshop)
January 26, 2021	EpiCenter
February 16, 2021	EpiCenter
March 23, 2021	Clearwater
April 20, 2021	EpiCenter
May 18, 2021	EpiCenter
June 15, 2021	EpiCenter
July	None

St. Petersburg College

2020 - 2021 School Calendar

August 2020						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2021						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



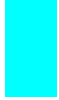
BOT Meetings



College Closed



1st Day of Fall Classes is August 17, 2020
All College Day is October 29, 2020



1st Day of Winter Session December 14, 2020
1st Day of Spring Classes is January 11, 2021
1st Day of Summer Classes is May 17, 2021

Direct Support Organizations

2019-2020 Current assignments

SPC Foundation, Inc.

Nathan Stonecipher

- Quarterly
- 11:30am – 1:00pm
- SPC District Office

Institute for Strategic Policy Solutions

Bridgette Bello

- Quarterly; 6:00pm - 7:00pm
- SPC EpiCenter

Leepa-Rattner Museum of Art

Tommy Kidwell

- Quarterly (Feb, May, Aug, Nov)
- 3:30pm -5:30pm
- SPC Tarpon Springs Campus

Fall 2020 Enrollment Summary

Board of Trustees Meeting
August 18, 2020

SPC St. Petersburg
College

Value Propositions

1. Short-term Job-Ready Training
2. 20 Years of excellent in online instruction
3. Stay local for your freshmen year
4. Excellent financial value
5. New *Live Online* instruction modality



SPC St. Petersburg
College

Ways We Have Adapted

Fully online events

- Explore SPC
- *How to Become a Titan* Zoom Webinars
- Get it Done
- Student Life & Leadership engagement activities
- Webinars promoting New Live Online modality
- Appointment Scheduler for Prospects
- Virtual/Quick Advising



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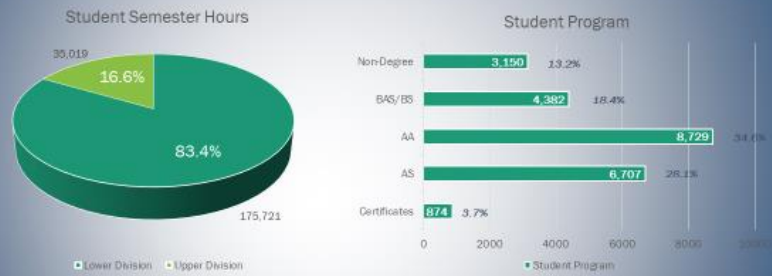
OVERALL ENROLLMENT



SPC St. Petersburg College

Source: BI—Enrollment by Day, through 08/16/2020

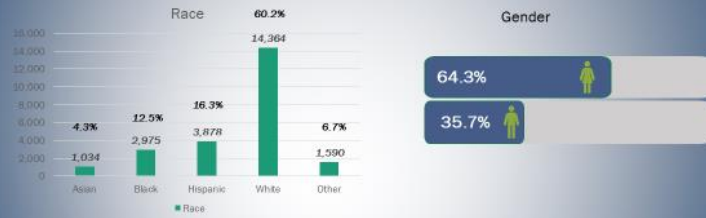
Overall SSH and Student Program



SPC St. Petersburg College

Source: Headcount by Days/as of 08/16/2020

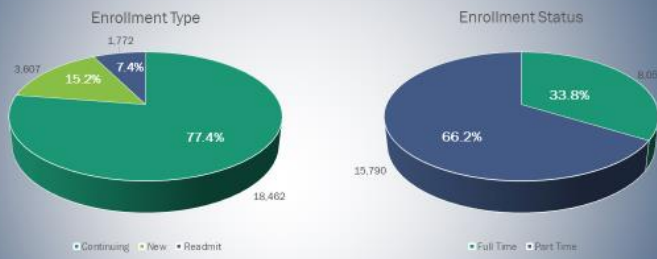
HEADCOUNT by Race and GENDER



SPC St. Petersburg College

Source: BI-Enrollment by Day, through 08/16/2020

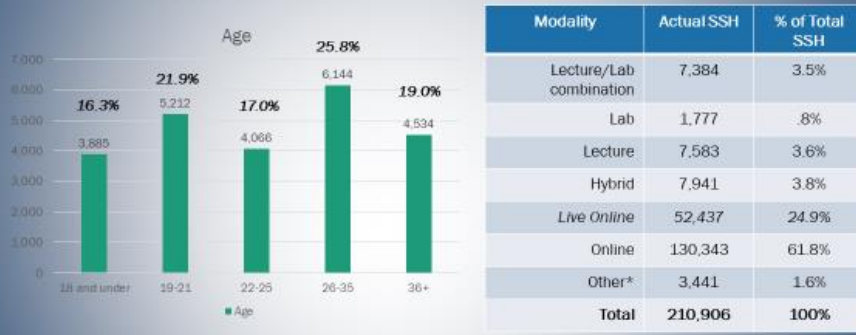
HEADCOUNT by Type and STATUS



SPC St. Petersburg College

Source: BI-Enrollment by Day, through 08/16/2020

Enrollment by AGE and Instructional Modality



SPC St. Petersburg College

Source: BI-Enrollment by Day, through 08/16/2020

*Other - Clinicals, Flex, Independent Study and Internships
Source: enrollment analysis by instructional mode.sqj as of 8/17/20

Observations:

- SPC was and is extremely well positioned for this crisis
- Achieved 100% of College's Budgeted SSH Goal
- Opportunity to exceed Budgeted Goal with shorter sessions
- Upper Division enrollment performing better than lower division
- -10.6% SSH to last year
- Largest decline is new students in AA and AS programs
- 25% of enrollment is in New Live Online modality

SPC St. Petersburg College

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Questions



SPC

Midtown Digital Inclusion and Enhancements

Eired Eddy
Director, Government Relations

Tashika Griffith, Ed.D.
Provost, Downtown and Midtown Centers



OPPORTUNITY

FDOE is entertaining funding proposals for colleges that align with the following:

- Meet a high impact need
- One time funding needs
- Focus is programmatic not operational in nature
- Target a high needs community
- Has a long term impact

Overview of Request:

- K-12 Summer Bridge Programing
- Interactive and Immersive Learning
- Cecil B. Keene technology upgrades to address academic and workforce training needs

2



TECHNOLOGY AND EDUCATION

Covid 19 & Racial Pandemic

- Exacerbated existing challenges
- Technology and education disparity
- Recognize the need to enhance services and support to increase access and enrollment
- College commitment to increase retention and student success rates of AA students



ACADEMIC SUPPORT

Access and Enrollment

- Expansion of Cecil B. Keene Summer Enrichment Program - K-12 Pathway Support
- Children's Digital Learning Lab
- Provide access to electronic educational materials and computers via technology lending program






STUDENT SUCCESS

Cecil B. Keene Center Technology Updates

- Advanced computer labs and classrooms equipped for remote learning for SPC students as well as community partners
- Innovation Lab with emerging technology to meet the needs of industry and workforce partners
- Wi-Fi hot spot extender will offer internet access to the community



Highlights

BUDGET


Category	Description	Cost
Personnel	Salaries and benefits for staff to support the oversight of the enhancements; community engagement; tutoring.	\$93,705
Supplies	Technology Enhancements: headsets, ARVR goggles, projectors, keyboards, software, innovation lab materials, Wi-Fi antenna, etc. Lending Program: Student laptops and webcams	\$181,505
Equipment	Estimated cost for computer equipment such as monitors, towers, servers, workstations, etc.	\$365,755
Remodeling and Space Updates	Estimated costs for renovations/remodeling to existing building.	\$280,000
Summer Programming	Estimated costs related to expand and enhance K-12 Cecil B. Keene Summer Enrichment Program.	\$59,460
Total		\$1,000,000





August 18, 2020

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College
FROM: Dr. Tonjua Williams, President 
SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

HIRE Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Blackburn, Chrystal L	Captionist/Senior Interpreter	Accessibility Services CL	6/29/2020 - 6/30/2021
Acosta, Rachel	Admissions Recruiter	Enrollment Management DO	6/29/2020 - 6/30/2021
Kaloo, Annessa	Admissions Recruiter	Enrollment Management DO	6/30/2020 - 6/30/2021
Landers, Michael A	Facilities Admin Coordinator	Facilities&Institutional Services DO	6/15/2020 - 6/30/2021
Becton-McAbee, Belinda	Grant Writer	Institutional Research/Effect EPI	7/27/2020 - 6/30/2021
Pierre, Devona	Equity Diversity & Inclusion Dir	President Office DO	8/10/2020 - 6/30/2021
Liao-Troth, Matthew	VP, Academic Affairs	President Office DO	7/6/2020 - 6/30/2021
Carver, Eric H	Acting Provost	Provost Office HEC	6/8/2020 - 6/30/2021
Hicks, Jasmine	Certificate Prgm Coordinator	Workforce/Professnl Development EPI	6/29/2020 - 6/30/2021
Preisel, Soyounng L	Certificate Program Coord	Workforce/Professnl Development EPI	6/29/2020 - 6/30/2021
Boys, Jason	Director, Workforce Education	Workforce/Professnl Development DO	8/10/2020 - 6/30/2021

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Liswith, Audra D	College Placement Testing Coord	Academic & Student Affairs DO	7/1/2020 - 6/30/2021
Proctor, Katherine E	Student Success Specialist	Admissions & Central Records DO	6/29/2020 - 6/30/2021
Demers, Susan S	Dean, Pub Policy&Legal Studies	Baccalaureate Programs CL	7/4/2020 - 6/30/2021
Meigs, Michael C	AVP, Accounting Bus & Fin Svcs	BusSVITSystems DO	7/27/2020 - 6/30/2021
Bowman, Margaret E	Sr Academic Program Director	College of Education TS	7/13/2020 - 6/30/2021
Tearett, Yalonda R	Career & Academic Advisor	Counseling & Advisement SPG	7/1/2020 - 6/30/2021
Hunt, Janette N	VP, Finance & Business Ops	President Office DO	6/1/2020 - 6/30/2021
Marion, Amie N	Donor Engagement Manager	Resource Development DO	7/1/2020 - 6/30/2021

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Sarcone, Danice M	Instructional Supp Specialist	Academic & Student Affairs HEC	6/1/2020
Fullerton, Barbara G	Administrative Svcs Specialist	Administrative Information Systems DO	6/15/2020
Conte, Michelle E	Sr Administrative Svcs Assist	Admissions & Central Records DO	8/10/2020
Vygovskiy, Spartak	Security Officer	Campus Security SPG	7/15/2020
Ortega, Joseph N	Student Support Specialist	Financial Assistance Services DO	7/13/2020
Theocharakis, Eleni W	Sr InstructionalSupportSpcedst	Institutional Research/Effect EPI	6/29/2020
Renninger, Grace M	Instructional Supp Specialist	Learning Resources HEC	7/27/2020

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Allen, Tara L	Student Support Advisor	Special Programs/Intl Educ DO	7/13/2020
Shala, Merita	Student Support Advisor	Financial Assistance Services DO	6/15/2020

HIRE Faculty			
Name	Title	Department/Location	Effective Date

Krueger, Amy Faculty Dental Hygiene HEC 8/1/2020

CONTINUING CONTRACT Faculty			
Name	Title	Department/Location	Effective Date
Concepcion, Iris	Faculty	Nursing HEC	8/1/2020


SUPPLEMENTAL Temporary			
Name	Title	Department/Location	Effective Date
Jones, Douglas A	OPS Career Level 1	Academic & Student Affairs DO	6/15/2020
Holloway, Kimberley S	Adjunct Faculty, Bach	Baccalaureate Programs AC	8/17/2020
Simmons, Cortnie R	Adjunct Faculty, Bach	Baccalaureate Programs DO	8/17/2020
Walker, Jessica M	Adjunct Faculty, Bach	Baccalaureate Programs DO	8/17/2020
Daniel, Jennifer D	OPS Career Level 5	Baccalaureate Programs DO	7/1/2020
Sibbio, Ralph A	Faculty - supplemental	Criminal Justice AC	8/3/2020
Bergwerff, Robyn A	Professional Trainer	Criminal Justice AC	7/7/2020
Staples, Janie K	Professional Trainer	Criminal Justice AC	7/27/2020
Ward, Michael S	Professional Trainer	Criminal Justice AC	7/6/2020
McCormick, Nicole C	Adjunct Faculty	Distance Learning TV SE	8/1/2020
Flanigan, Ashlie J	Adjunct Faculty	Early College/Dual Enrollment AC	8/17/2020
Collins, Rosemary L	Contributed Service	Early College/Dual Enrollment AC	8/17/2020
Duszynski, Lisa	Contributed Service	Early College/Dual Enrollment SE	8/17/2020
Toscani, Kris J	Contributed Service	Early College/Dual Enrollment AC	8/17/2020
Hayes, Tina C	OPS Career Level 3	Enrollment Management DO	7/22/2020
McCaman, Sharon P	Adjunct Faculty	Humanities & Fine Arts SE	8/1/2020
Reynolds, Zachary J	OPS Career Level 2	Mail & Distribution DO	8/10/2020
Carter, Julia L	Adjunct Faculty	Mathematics CL	8/17/2020
Blackett, Gavin	OPS Career Level 1	Natural Science SE	8/8/2020
Kieman, Alfredo P	OPS Career Level 1	Natural Science SPG	8/8/2020
Lindmeier, Connie L	Faculty - supplemental	Nursing HEC	6/1/2020
Frazier, Brittny T	Adjunct Faculty	Provost Office HEC	8/17/2020
Fletcher, Chelsea N	Adjunct Faculty	Veterinary Technology HEC	8/1/2020

HIRE Temporary			
Name	Title	Department/Location	Effective Date
Manias, Michelle T	Adjunct Faculty	Baccalaureate Programs DO	7/13/2020
Flanigan, Ashlie J	Adjunct Faculty	Early College/Dual Enrollment SE	8/17/2020
Kennedy, Kelly	Adjunct Faculty	Early College/Dual Enrollment AC	8/17/2020
Eisenhart, Catherine Y	Adjunct Faculty	Humanities & Fine Arts SE	8/17/2020
Robey, Skylar C	Adjunct Faculty	Mathematics CL	8/17/2020
Van Keppel, John	Adjunct Faculty	Social & Behavioral Science SPG	8/10/2020
Ross, Tara M	Adjunct Faculty, HTF Nursing	Nursing HEC	8/17/2020
Andrion, Paula B	Contributed Service	Early College/Dual Enrollment SE	8/17/2020
Duszynski, Lisa	Contributed Service	Early College/Dual Enrollment SE	8/17/2020
Klaskow, Adam L	Contributed Service	Early College/Dual Enrollment SE	8/17/2020
Spurgeon, Danielle J	Contributed Service	Early College/Dual Enrollment SE	8/17/2020
Toscani, Kris J	Contributed Service	Early College/Dual Enrollment AC	8/17/2020
Updegraff, Ann	Contributed Service	Early College/Dual Enrollment AC	6/1/2020
DeBlaere, Cheri	Faculty - supplemental	Ethics CL	8/17/2020
Marsh, Ryan B	Faculty - supplemental	Ethics CL	8/17/2020
Sala Jr, Leonard L	OPS Career Level 2	Natural Science SPG	6/29/2020
Johnson, Heather M	OPS Career Level 5	Learning Resources HEC	7/1/2020
Wright, Marcey	OPS Professional	Physical Therapist Asst HEC	6/15/2020

Carol Sumter, Associate Vice President of Human Resources, bringing the actions forward, recommends approval.

LH 081020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Dr. Tonjua Williams, President 
SUBJECT: 2021 Employee Health Plan Model Change

As a measure to contain health insurance costs and increase employee choice, St. Petersburg College (the “College”) is recommending moving from the self-funded insurance model to join the Florida College System Risk Management Consortium (the “Consortium”).

During the Board of Trustees Workshop on July 29, 2020, the College presented a comparison of medical healthcare cost increases for 2021 between our current self-funded plan and the Consortium plan as well as a five-year projection of costs between the two plans. This presentation provided support for the College’s recommendation to move from the self-funded model and join the Consortium for the College’s health insurance..

Carol A. Sumter, Associate Vice President, Human Resources recommends approval.

Agenda Item: VII – B.2

August 18, 2020

MEMORANDUM**TO:** Board of Trustees St. Petersburg College**FROM:** Tonjua Williams, President**SUBJECT:** Workforce, Community, and Corporate Partnerships**Approval is sought for the recommended changes to Workforce Education courses within the 2019-2020 catalog year.***Workforce Education, Technology:* Added five new courses to respond to industry demands.

- HDW0500 CompTIA IT Fundamentals Certification (ITF+) Online
- NWT0805 Certified Info Systems Security Professional (CISSP) Online
- NWT0806 Certified Info Systems Security Professional (CISSP) Blended
- NWT0807 Certified Cloud Security Professional (CCSP) Online
- NWT0808 Certified Cloud Security Professional (CCSP) Blended

Workforce Education, Technology: Changed two courses to update course content.

- NWT0982 Cisco Certified Network Associate (200-301 CCNA)- Blended
- NWT0983 Cisco Certified Network Associate (200-301 CCNA)- Online

Workforce Education, Allied Health: Added three new courses to streamline and update older course offerings.

- HHP0272 IV Therapy Education with Lab for RNs and LPNs
- HHP0274 IV Certificate for Assistive Healthcare Personnel
- HHP0494 Local Anesthesia for the Dental Hygienist

Workforce Education, Lifelong Learning: Added one new online course to streamline and update older course offerings.

- AAP0032 College Math Prep and Exit Exam

Approval is sought for the recommended change to Workforce Education courses within the 2020-2021 catalog year.*Workforce Education, International Language Institute:* Added one new course to aid job seekers who are not native English speakers.

- LNG0700 English for Job Applications and Interviews

Agenda Item VII - B.3a

August 18, 2020

MEMORANDUM**TO:** Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: Institute of Museum and Library Services Coronavirus Aid, Relief, and Economic Security Act Grants for Museums and Libraries

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Institute of Museum and Library Services (IMLS) by St. Petersburg College for its Coronavirus Aid, Relief, and Economic Security (CARES) Act Grants for Museums and Libraries. Permission is also sought to accept an estimated \$54,544 in funding over a two-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The IMLS is offering CARES Act Grants for Museums and Libraries to respond to community needs resulting from the COVID-19 pandemic. The grant focuses on preserving jobs, training staff, addressing the digital divide, planning for reopening, and providing technical support and capacity building for digital inclusion and engagement while prioritizing services for high-need communities. The goal of the grant is to support efforts to develop programs, tools, models, partnerships and other resources that will address immediate concerns and have the potential to inspire and benefit museums and libraries throughout the nation.

SPC has submitted an application to support the Leepa-Rattner Museum of Art (LRMA)'s 21st Century Museums: Collections Digitization Training and Implementation project. In response to the COVID-19 pandemic, the project will provide staff training in software and technology needed to implement the digitization of the Museum's collections to engage students and patrons in a digital environment. The challenge of being closed due to the pandemic has accelerated the need to engage patrons online by expanding its digital collections and online exhibitions. Funding will support training for museum staff in digital collections management and related software to create content and images for online exhibitions, and, expand LRMA's website. The project will enhance the Museum's ability to uphold best practices of digital collections stewardship, improve the preservation of its collections, and reduce barriers to access.

The estimated period of performance for the funding will be from September 1, 2020 through August 31, 2022. The total project budget is estimated to be \$54,544 over a two-year period. See attached Information Summary for additional information.

Jamelle Conner, Vice President, Student Affairs; Suzanne L. Gardner, General Counsel; Rodrigo Davis, Provost Tarpon Springs Campus; and Teresa Wilkins, Director, Leepa-Rattner Museum of Art, recommend approval.

Attachment
ks0726202

1. BOT INFORMATION SUMMARY
2. GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting: August 18, 2020

Funding Agency or Organization: Institute of Museum and Library Services
(IMLS)

Name of Competition/Project: Coronavirus Aid, Relief, and Economic Security (CARES) Act Grants for Museums and Libraries

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 09/01/20 **End:** 08/31/22

Administrator: Rodrigo Davis

Manager: Teresa Wilkins

Focus of Proposal:

IMLS is offering CARES Act Grants for Museums and Libraries to respond to community needs resulting from the COVID-19 pandemic. SPC has submitted a proposal to support the Leepa-Rattner Museum of Art (LRMA) in recovering from the impact of COVID-19 and increasing its capacity for digital offerings. The grant will be used to provide training for staff in the technology needed to implement the digitization of the Museum's collections and archives. These efforts will support the Museum's continued commitment to lifelong learning opportunities, strengthen capacity of staff to serve its community through digital collections stewardship, and increase access to the arts for students and the community. Funding will be utilized to support: 1) training for museum staff in digital collections management using The Museum System software; 2) training in digital design software to create content and images for online exhibitions and related promotional materials; and, 3) expansion of LRMA's website to include a searchable database of collections alongside online exhibitions and programs.

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.)

Training	\$ 33,640
Office supplies	\$ 8,813
Materials and Other Supplies	\$ 1,000
Printing	\$ 2,000
Indirect Costs	<u>\$ 9,091</u>
Total Budget	\$ 54,544

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 54,544
Total amount from funder:	\$ 54,544

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

Equipment: N/A
Services: N/A
Staff Training: N/A
FTE: N/A
Other: N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):
1. Community Focus
2. Growth and Empowerment


Strategic Initiative(s):
1. Financial Vitality
2. Community Engagement

Agenda Item VII - B.3b

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Spectrum – Digital Education Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to Spectrum by St. Petersburg College for its Digital Education grant. Permission

is also sought to accept an estimated \$38,671 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

Spectrum's Digital Education Grant supports nonprofit organizations that educate community members on the benefits of broadband and how to use it to improve their lives. The grant provides communities in need with the necessary tools to grow and prosper in the digital age. SPC has submitted a proposal for its Midtown Technology Project to increase access to technology for the at-risk community of South St. Petersburg. SPC will utilize proposed funding to purchase laptop computers, hot spots and web cams for student lending, as well as equip one or more Midtown classrooms with desktop computers. With the majority of classes continuing online in Fall 2020 due to COVID-19, the laptop lending and related equipment will provide students the technology necessary for at-home learning that has become such a critical need, especially in the South St. Petersburg community where many families do not have access. The desktop computers will accommodate the addition of computer-enabled classes offered at the Midtown campus, increasing the number of students served and providing access to technology in education.

Overall, this program will provide increased access to technology and education for the South St. Petersburg community.

The estimated period of performance will be from September 1, 2020 through August 31, 2021. The total project budget is projected to be \$38,671, of which the College anticipates receiving the full award amount.

Jamelle Conner, Vice President of Student Affairs; Suzanne L. Gardner, General Counsel; and Dr. Tashika Griffith, Provost, recommend approval.

Attachment
ks0726202

1 BOT INFORMATION SUMMARY
2 GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting:	August 18, 2020
Funding Agency or Organization:	Spectrum
Name of Competition/Project:	Digital Education Grant
SPC Application or Sub-Contract:	SPC Application
Grant/Contract Time Period:	Start: 09/01/2020 End: 08/31/2021
Administrator:	Tashika Griffith
3 Manager:	Patrick Booth
Focus of Proposal:	

Spectrum’s Digital Education Grant supports the importance of broadband by providing communities in need with the necessary tools to grow and prosper in the digital age. SPC has submitted a proposal for its Midtown Technology Project to increase access to technology for the at-risk community of South St. Petersburg. SPC will utilize proposed funding to purchase laptop computers, hot spots and web cams for student lending. With the majority of classes continuing online in Fall 2020 due to COVID-19, the laptop lending and related equipment will provide students the technology necessary for at-home learning that has become such a critical need, especially in the South St. Petersburg community where many families do not have access. The grant will also provide funds to equip a Midtown classroom with desktop computers. Capacity for computer-enabled classes is currently limited at the Midtown campus due to lack of computer labs. Students rely on these foundational classes to advance in their degree plans. The proposed desktop computers will accommodate the addition of computer-enabled foundational classes offered at the Midtown campus, increasing the number of students served and providing critical access to technology in education.

Budget for Proposal:

Personnel	\$	N/A
Travel	\$	N/A
Student Support (technology lending)	\$	9,010
Classroom computers	\$	24,908
Other supplies and materials	\$	1,237
Indirect costs	\$	<u>3,516</u>
Total Budget	\$	38,671

Funding:

Total proposal budget: (includes amount requested from funder, cash and other funding listed below)	\$	38,671
Total amount from funder:	\$	38,671
Amount/value of match:	Cash:	N/A
	In-kind:	N/A

Required match or cost sharing:	No	<input checked="" type="checkbox"/>	Yes
Voluntary match or cost sharing:	No	<input checked="" type="checkbox"/>	Yes
Source of match/cost sharing:	N/A		
Negotiated indirect cost:	N/A		
(Fixed) administrative fee:	N/A		
Software/materials:	N/A		
Equipment:	N/A		
Services:	N/A		
Staff Training:	N/A		
FTE:	N/A		
Other:	N/A		

College Values, Strategic Initiatives and Activities Addressed:

55126


- Value(s):
1. Student Success
 2. Growth and Empowerment
 3. Equity
- Strategic Initiative(s):2.
1. Academic Excellence
 2. Economic Mobility

Agenda Item VII - B.3c

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: U.S. Department of Labor Susan Harwood Training Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Labor by St. Petersburg College for the Susan Harwood Training Grant. Permission is also sought to accept an estimated \$124,592 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The Susan Harwood Training Grant provides funding to deliver training to eligible workers and employers on a targeted occupational safety and health topic. Training must reach workers and employers from multiple small businesses and should focus on identifying and preventing occupational safety and health hazards in high-hazard industries, training on new Occupational Safety and Health Administration (OSHA) standards, training on workplace hazards identified in

the DOL Strategic Plan; or training workers and employers in small businesses with 250 or fewer employees.

SPC has submitted a proposal to develop and deliver OSHA training on mitigating the effects of COVID-19 in the workplace. Geared toward those in the hospitality and service industries, the short-term training course, *OSHA COVID-19 Guidelines for the Workplace*, will target workers and employers in small businesses, especially those in at-risk areas of Pinellas County, such as South St. Petersburg and Clearwater. Based on the OSHA Pamphlet *Guidance on Preparing Workplaces for COVID-19*, the instructor-led online training will educate employees and employers about the risk of SARS-CoV-2 exposure associated with workers' job tasks and activities, recommended protective equipment appropriate for their current duties, and critical hygiene and social distancing practices for the workplace. With two modules, one for employees and one for employers, the proposed training will equip businesses and employees with tools and strategies to mitigate the impacts of COVID-19 by implementing best practices on proper safety protocols.

The estimated period of performance for the funding will be from September 30, 2020 through September 30, 2021. The total project budget is estimated to be \$124,592 over a one-year period. See attached Information Summary for additional information.

Matthew Liao-Troth, Vice President, Student Affairs; Suzanne L. Gardner, General Counsel; and Michael Ramsey, Dean, Workforce Development, recommend approval.

Attachment
ks0726202

3. BOT INFORMATION SUMMARY
4. GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting:	August 18, 2020
Funding Agency or Organization:	U.S. Department of Labor
Name of Competition/Project:	Susan Harwood Training Grant OSHA COVID-19 Guidelines for the Workplace
SPC Application or Sub-Contract:	SPC Application
Grant/Contract Time Period:	Start: 09/30/20 End: 09/30/21
Administrator:	Michael Ramsey
Manager:	Sondra Seiter

Focus of Proposal:

The Susan Harwood Training Grant provides funding to deliver training to eligible workers and employers on a targeted occupational safety and health topic. SPC has submitted a proposal to develop and deliver OSHA training on mitigating the effects of COVID-19 in the workplace. Geared toward those in the hospitality and service industries, the short-term training course, *OSHA COVID-19 Guidelines for the Workplace*, will target workers and employers in small businesses,

especially those in at-risk areas of Pinellas County, such as South St. Petersburg and Clearwater. Based on the OSHA Pamphlet *Guidance on Preparing Workplaces for COVID-19*, the instructor-led online training will educate employees and employers about the risk of SARS-CoV-2 exposure associated with workers' job tasks and activities, recommended protective equipment appropriate for their current duties, and critical hygiene and social distancing practices for the workplace. With two modules, one for employees and one for employers, the proposed training will equip businesses and employees with tools and strategies to mitigate the impacts of COVID-19 by implementing best practices on proper safety protocols. The grant will serve 200 workers through the employee course, and 50 employers in the employer course, serving a total of 250 participants. Funding will be utilized for staff and instructors to implement the course, curriculum development, training materials, and technology for instructors and participants.

Budget for Proposal:

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

Personnel	\$ 43,548
Fringe	\$ 13,449
Travel	\$ 3,135
Supplies	\$ 24,370
Contractual	\$ 10,000
Other	\$ 5,000
Indirect Costs	<u>\$ 25,090</u>
Total Budget	\$ 124,592

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 124,592
Total amount from funder:	\$ 124,592

Amount/value of match:	Cash: N/A
	In-kind: N/A
Required match or cost sharing:	No <input checked="" type="checkbox"/> Yes
Voluntary match or cost sharing:	No <input checked="" type="checkbox"/> Yes
Source of match/cost sharing:	N/A
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Community Focus
	2. Growth and Empowerment
Strategic Initiative(s):	1. Community Engagement

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Florida Department of Education – Governor’s Emergency Education Relief (GEER) Fund, under CARES Act, Rapid Credentialing Grant Program

Confirmation is sought for a grant proposal, submitted subject to Board of Trustees’ approval, to the Florida Department of Education by St. Petersburg College for the Governor’s Emergency Education Relief (GEER) Fund, under CARES Act, Rapid Credentialing Grant Program. Permission is also sought to accept an estimated \$2,283,020 in funding over a two-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The Governor of Florida, through the funding allocated under the Coronavirus Aid, Relief, and Economic Security (CARES) Act, is seeking to assist Florida College System institutions and district postsecondary technical centers in their ability to enroll and complete students in short-term, in-demand workforce/career and technical education (CTE) credentialing and certificate programs. Funds are directed to connecting those unemployed, underemployed, or furloughed with training in an in-demand area of the regional workforce board. Funds may be used to purchase necessary equipment, underwrite costs associated with administering in-demand non-credit industry certification preparation or clock hour career certificate programs, or for-credit short-term

CTE courses/programs. SPC is proposing to utilize the funding to support the enhancement of current workforce programs, as well as the development of additional programs that can be launched and have student completers by May 2021.

Funding is formula based and requires that 25% of the grant award be matched with another cash funding source. Additionally, the institutions must spend 75% of funds on CTE programs that lead to middle to high wage employment.

The estimated period of performance will be from August 30, 2020 through September 30, 2022. SPC is anticipating an award of \$2,215,628 over the two-year period. See attached Information Summary for additional information.

Matthew Liao-Troth, Vice President of Academic Affairs; Suzanne L. Gardner, General Counsel; and Michael Ramsey, Dean of Workforce Development, recommend approval.

Attachment
ks0726202

2. BOT INFORMATION SUMMARY

3. GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting:	August 18, 2020
Funding Agency or Organization:	Florida Department of Education
Name of Competition/Project:	Governor's Emergency Education Relief (GEER) Fund, under CARES Act, Rapid Credentialing Grant Program
SPC Application or Sub-Contract:	SPC Application
Grant/Contract Time Period:	Start: 8/30/20 End: 9/30/22
Administrator:	Michael Ramsey
Manager:	Jason Krupp

Focus of Proposal:

Under the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, Florida has enacted the Rapid Credential Grant, a part of the Governor's Emergency Education Relief (GEER) Fund. The purpose of this funding is to assist Florida College System (FCS) institutions and district postsecondary technical centers in their ability to enroll and complete students in short-term, in-demand workforce/career and technical education (CTE) credentialing and certificate programs. This formal funding is to connect those unemployed, underemployed, or furloughed with training in an in-demand area of the regional workforce board. Funds may be used to purchase necessary equipment, underwrite costs associated with administering in-demand non-credit industry certification preparation or clock hour career certificate programs, or for-credit short-term CTE courses/programs.

To meet the purpose of this funding, SPC has identified a variety of short-term training programs that lead to mid/high wage employment in area such as IT, Healthcare, Business, Manufacturing, and Public Safety. To support students being placed in employment upon completion, SPC

consulted with CareerSource Pinellas, employers, and industry to determine the key trainings and certifications to be offered. Funding will be used to support student recruitment and placement, through outreach activities, as well as tuition and fees. Further promoting student success, the grant is used for tutors, test preparation courses, and industry certifications fees, etc. In addition to enhancing current programs through the purchase of equipment and software, funding will be used to develop new programs, not currently offered, which local industry demand such as Lineworker, Certified Clinical Medical Assistant, and Drone Operator. To address the needs of the currently unemployed and underemployed individuals, all proposed program will be offered no later than Spring 2021, with opportunities to complete by May 2021.

Budget for Proposal:

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

Personnel (Salary & Benefits)	\$ 577,080
Professional Development	\$ 27,025
Outreach	\$ 123,500
Materials & Supplies	\$ 102,919
Equipment & Software	\$ 734,836
Other: Industry Certification Fees, Curriculum & Preparation for Testing	\$ 124,555
Other: Scholarships, Tuition and Fees	\$ 515,713
Other: Data Tracking	\$ 10,000
Total	\$2,215,628

Funding:

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

\$2,770,452

Total amount from funder:

\$2,215,628

Amount/value of match:

Cash: \$553,907 (current grant funding including Perkins, Duke Energy, DEO, City of St. Petersburg, and FLDOE)

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:

N/A

Negotiated indirect cost:

N/A

(Fixed) administrative fee:

N/A

Software/materials:

N/A

Equipment:

N/A

Services:

N/A

Staff Training:

N/A

FTE:

N/A

Other:

N/A

College Values, Strategic Initiatives and Activities Addressed:

55132

Value(s):

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

Strategic Initiative(s):


1. Recruitment and Retention Plan
2. Pathways Initiative
3. Employee Professional Development

Agenda Item: VII – B.4a

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Oracle PeopleSoft Campus Agreement – Students, Staff, Faculty & Administrative

Approval is sought to extend the existing technical support services agreement with Oracle for PeopleSoft software, including HRMS, Financials, Student Administration, and Portal application suites. HRMS applications include Human Resources, Benefits Administration, Payroll, Time and Labor, and Self-Services. Financials applications include General Ledger, Purchasing, Accounts Payable, and Asset Management. Student Administration applications include Admissions, Student Records, Academic Advisement, Campus Community, Financial Aid, and Student Financials. Portal includes Financials Pack, HRMS Pack, and Interaction Hub.

The agreement extends our current contract for a three (3) year term beginning October 1, 2020 through September 30, 2023.

The yearly cost is \$481,899.04, with total expenditure for three years of \$1,445,697.11, based on estimated student/staff/faculty FTE.


Janette Hunt, Vice President, Administrative/Business Services & Information Technology, and Zoran Stanicic, CIO, recommend approval.

av072020

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: District Office Sale of Real Property Proposal

Authorization and approval is sought for the President, on behalf of Board (“Seller”), to negotiate and enter into an agreement with CD ICOT Properties (“Buyer”) for the Purchase of the District Office Property. CD ICOT Properties has extended an offer of \$6.8M for the purchase of the District Office Property, contingent upon approval by the City of Largo for a change of zoning use to the property, a ninety-day due diligence period, and Buyer’s acknowledgement that a portion of the property is subject to a ground lease for the cellular tower located on the property.

The College’s representative, Savills, Inc, the broker of record for the District Office Property, will act on the College’s behalf to prepare a contract for sale and purchase of the property with Mr. Shane Crawford, VP of Development/Realtor for the Buyer.


The Seller will only be bound by an executed Contract for Sale and Purchase and Deposit Receipt Agreement that is properly executed by both Buyer and Seller.

Janette Hunt, Vice President, Finance & Business Operations; Diana Wright, Associate Vice President, Facilities Planning and Institutional Services; and Suzanne Gardner, General Counsel recommend approval.

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Microsoft Campus Agreement – Students, Staff, Faculty & Administrative

Approval is sought to extend the existing agreement with Microsoft for licensing of Microsoft software and services including Windows Operating System (OS), Office Suite, MS Azure Cloud Services and Office365 Email for all student, faculty and staff and other related Microsoft academic and administrative software and services.

The agreement extends our current contract for a three (3) year term beginning September 1, 2020 through August 31st, 2023.

Based on the college's student, staff and faculty headcounts and use of Microsoft products and services, the estimated first year agreement commitment is \$331,000, estimated second year commitment is \$337,000, and estimated third year commitment is \$343,000. In addition, there could be a supplementary 5% per year in possible overage costs due to increased use of cloud services due to disaster planning and preparation.

4

The anticipated total expenditure will not exceed \$1,061,550 for the three-year extension term. The “not to exceed” amount will cover potential changes to of the college's student/staff/faculty user counts during the agreement term and changes to the count and type for other Microsoft administrative products such as Microsoft (MS) Teams Voice, MS Servers, MS Database Software and MS Azure cloud services.


5

The college currently has an agreement to use Microsoft Office software on any college owned computer, including work at home rights for students, faculty and staff. The agreement will continue to allow our students to run the same software at home as used in college classrooms and computer labs.

Janette Hunt, Vice President, Finance & Business Operations, and David Creamer, CTO-CISO, recommend approval.

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: WorkNet Pinellas, Inc. d/b/a CareerSource Pinellas – Training Agent Agreement

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

Under the terms of the Agreement, CareerSource will provide funding for certain training of eligible individuals under Title I of the Workforce Investment Act and other special project training funds to St. Petersburg College as the Training Agent for payment of tuition, fees, materials and supplies. The Agreement period commenced July 1, 2020 and will continue for the period of two years. The revenue that may be received during this time is a maximum of \$700,000 annually. This is a significant increase over the previous annual maximum amount of \$275,000 permitted in the 2018-20 contract.


Jamelle Conner, Vice President of Student Affairs; Michael Ramsey, Dean of Workforce Development; Suzanne L. Gardner, General Counsel; and Jason Krupp, Director of Career Connections, recommend approval.

jk0727203

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Nature's Table - Lease Agreement

Authorization is sought to enter into a new Lease Agreement with Nature's Table for the period, which is anticipated to commence on August 18, 2020, and continue through June 30, 2025. This authorization also includes authority for the President to enter into any amendments, extensions or renewals of the foregoing lease, including, but not limited to, changes to the lease period, price per square foot, and space utilized.

The College proposes leasing space at the Tarpon Springs Campus to Nature's Table to provide food services for the Tarpon Springs Campus. The attached Lease Agreement provides for the lease of approximately 800 square feet of space in the BB Building. Rent will be \$1,800 annually, paid in monthly installments, starting in August, 2020.

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

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

Janette Hunt, Vice President, Finance and Business Operations; Rodrigo Davis, Provost, Tarpon Springs Campus; Diana Wright, Associate Vice President, Facilities Planning and Institutional Services; Thomas Russell, Director, Procurement and Asset Management; and Suzanne Gardner, General Counsel, recommend approval.

Attachment

Update on Remote Work during COVID-19 Response: Throughout the prolonged closure, LRMA has been able to accomplish the following:

- Meet our quarterly revenue goals for Membership and our Partners-In-Art Patron program and acquire a \$10,000 estate gift
- Design and execute online interactive exhibitions and programs
 - o LRMA’s Weekly Virtual Happy Hour received a nice write up in Creative Loafing this past month: <https://www.cltampa.com/food-drink/drinks/article/21139138/tarpon-springs-leeparattner-museum-of-art-welcomes-you-to-its-free-zoom-happy-hours>
- From April 1, 2020 – July 30, 2020, there were over 21,000 hits on the LRMA@HOME section of our existing website. This is the area where we feature online exhibitions and interactive programs
- Beginning September 3rd, LRMA will offer a virtual learning series with four (4), three-week courses focusing on specific areas of art such as The Art of Mesoamerica, The Art of the Northwest Coast, and the History of Museums.

LRMA Return to Campus Plan: Museum staff began returning to campus on Monday, August 3rd.

Work is being done to reinstall artworks, clean the Museum, install new wayfinding and health and safety messaging throughout.

LRMA Website Update: The Museum is hard at work on a new, more interactive and easily navigable website which will be finished by the end of August.

LRMA Board Update: The Museum is excited to welcome three new members to our Board of Directors – Michael Bocutti (Skanska Construction USA Marketing Director), Ruth Banther, and Jan Causey.

August Report for Summer/Fall 2020

July Programs

Pinellas County Judicial Candidates

<https://vimeo.com/434839669>

Pinellas County School Board Candidates

<https://solutions.spcollege.edu/pinellas-county-school-board-2020-candidates-forum/>

Fall Programs

Partnership with Workforce and Sea Level Rise Collaborative. September 23, 2020 -12:00 p.m.-1:30 p.m.

Hurricane Planning in the times of COVID 19. August 27, 2020.

Presentation on the elements of beach erosion in Pinellas County and Federal Projects to repair/restore the beaches. October 15, 2020.

Veteran's Resource Fair –Reinvented

100th Anniversary of the 19th Amendment

Partisan or Populist: Why what we do Matters. In partnership with Seminole Chamber of Commerce. September 24, 2020 11:30 am-12:30 pm.

Board of County Commissioner Forum. In partnership with SPC Social and Behavioral Science Department. October 6, 2020.

ISPS Annual SPC Great Debate 2020. November 13, 2020.

Finances-ISPS completed and our Board of Directors approved our Financial Audit and 990.

ISPS COVID Statement- The Institute for Strategic Policy Solutions, ("ISPS") remains committed to the health and safety of our supporters and community partners. ISPS will follow the College guidelines as well as the county guidance for all programming. <https://covid19.pinellascounty.org/wp-content/uploads/2020/06/Adopted-ORD-20-14.pdf> As noted in our July report, for the remainder of 2020 ISPS will host virtual programs, or hybrid programs at our Seminole Campus Digitorium. We will re-evaluate face to face programming for 2021.

Speaking Engagements

Executive Director Kimberly G. Jackson, Esq. is a featured speaker with Inclusivity's, "Actors, Allies, Accomplices" program August 7, 2020. She will also speak before the St. Petersburg Bar Association on August 27, 2020 on Criminal Justice Reform and at the Seminole Chamber Monthly Luncheon on September 24, 2020. Ms. Jackson will speak at the Diversity & Inclusion Matters in the Workplace webinar on September 30, 2020.

Other ISPS Highlights

Our next Board of Director Meeting is August 10, 2020. At the Board Meeting ISPS will welcome our two new student board members, Aron Bryce and Adam Johnson along with Nikki Capehart, Director of Urban Affairs, Gershom Faulkner, Deputy District Director and Jeff Johnson, AARP Florida State Director. We will also formally welcome Briana Harper to our team as our new Social Media Specialist.

ST. PETERSBURG COLLEGE FOUNDATION BOARD REPORT 6-16-20

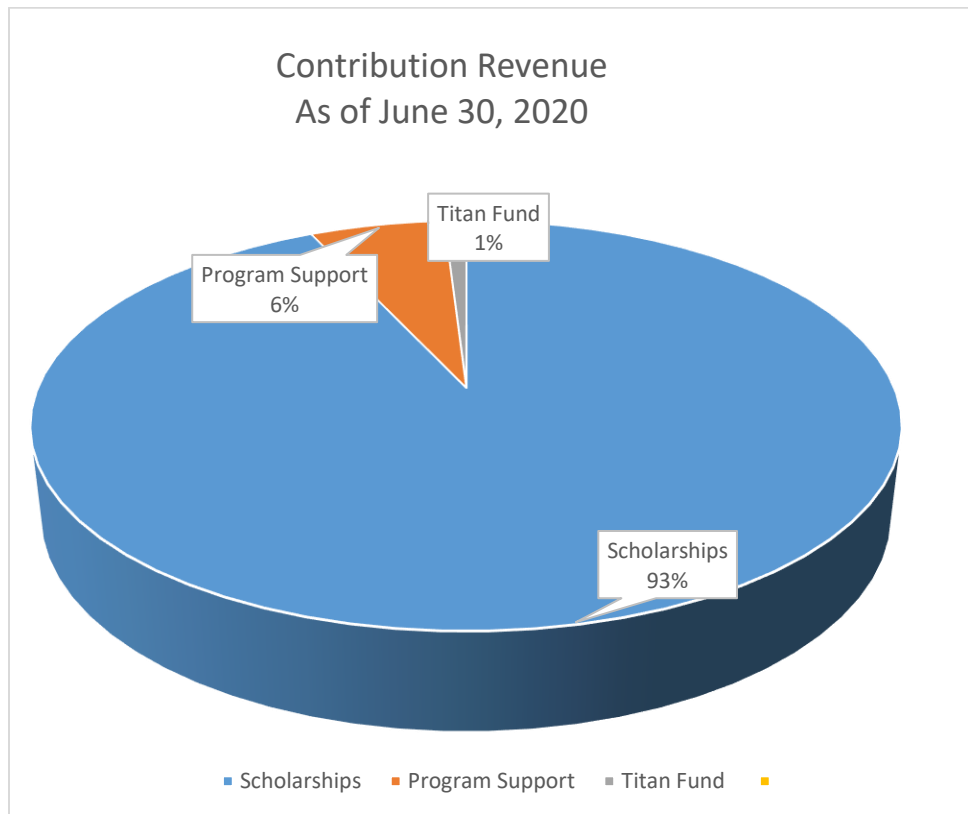
Board Members: Joseph G. Blanton, Josh Bomstein, Johnny V. Boykins, R. Michael Carroll, Robert L. Hilton, Beth Horner, Bill McCloud, Mike Meigs (Treasurer), Steven R. Shepard (Chair), Shan Shikarpuri, Nathan Stonecipher (SPCF/BOT), Jesse Turtle (Secretary), Rich Warshof, Richard Winning (Vice Chair)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

Financial Report:

Contribution Revenue; As of June 30, 2020, the Foundation has raised over \$454,000 in donor contributions. Of this amount:

- \$423,486 was raised for SPC student scholarships
- \$26,530 for College program support.
- \$4,345 for the SPC Titan Fund

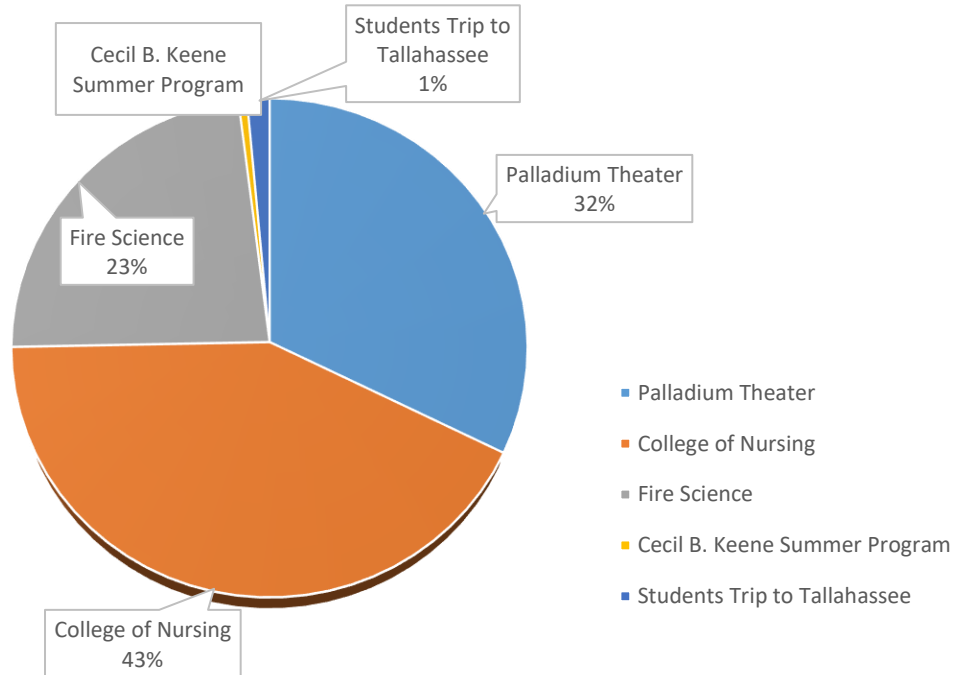
The donations received through the end of the first Quarter, ending June 30, 2020 met 14% of the Foundation's goal for the fiscal year ending March 31, 2021.



As of June 30, 2020 the Foundation provided the following support to SPC:

- \$437,843 in scholarships to SPC students.
- \$364,692 in program support, providing support to such programs as
 - Palladium Theater
 - College of Nursing
 - Fire Science Department
 - Alumni Association Awards
 - Cecil B. Keene Summer Program
 - Students Trip to Tallahassee

College Support As of June 30, 2020



Current Highlights:

- Pinellas Community Foundation - \$29,375.79 to support the Graham Bowman Scholarship Fund
- United Way Suncoast - \$34,312.50 – Grant to support 2020 SPC Ready-Set-read Tutoring Program
- Suncoast Credit Union - \$25,000 – to Support Nursing and EMS Scholarships and the Student Emergency Fund
- The Foundation and Raymond James is hosting an information session on August 24th to present on the new provisions of the CARES Act.

- The Foundation is making plans to host 3 networking events to bring exposure to the College this fall and winter with the Seminole Chamber, Clearwater Chamber and St. Petersburg Chamber. More details to follow regarding the events.
- The Foundation's Spring Scholarship Application will open on August 17th.

Palladium

SPC Board of Trustees Report


August 2020

1. The Palladium has launched a partnership with WUSF Radio. A monthly program will focus on the Palladium and feature live recordings from the Side Door cabaret. These are all pre-recorded concerts by Tampa bay artists and the performers have approved the use of their material for this program. We have a lot of content in our files and will likely increase this to a weekly program at some point. WUSF is supporting the broadcast with free advertising and a large presence for the Palladium on the WUSF website.
2. Starting in late August the Palladium will be offering a one-hour program featuring Tampa Bay musicians and performers recorded on our main stage. This audio/video production will be offered to audiences for a fee and the musicians will be paid. The theater is purchasing quality cameras and other equipment needed to make this a professional looking production.
3. While we have set no official re-opening date for the theater, the Palladium is beginning to book small rental events that don't involve live audiences and can be done safely with social distancing, etc. A dance recital with no audience. Jewish High Holy Days services limited to members of a single synagogue. An 25-minute St. Petersburg Opera performance in the Palladium parking lot.

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

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

The FY19-20 fund 1 operating budget report through June 30, 2020 is attached.

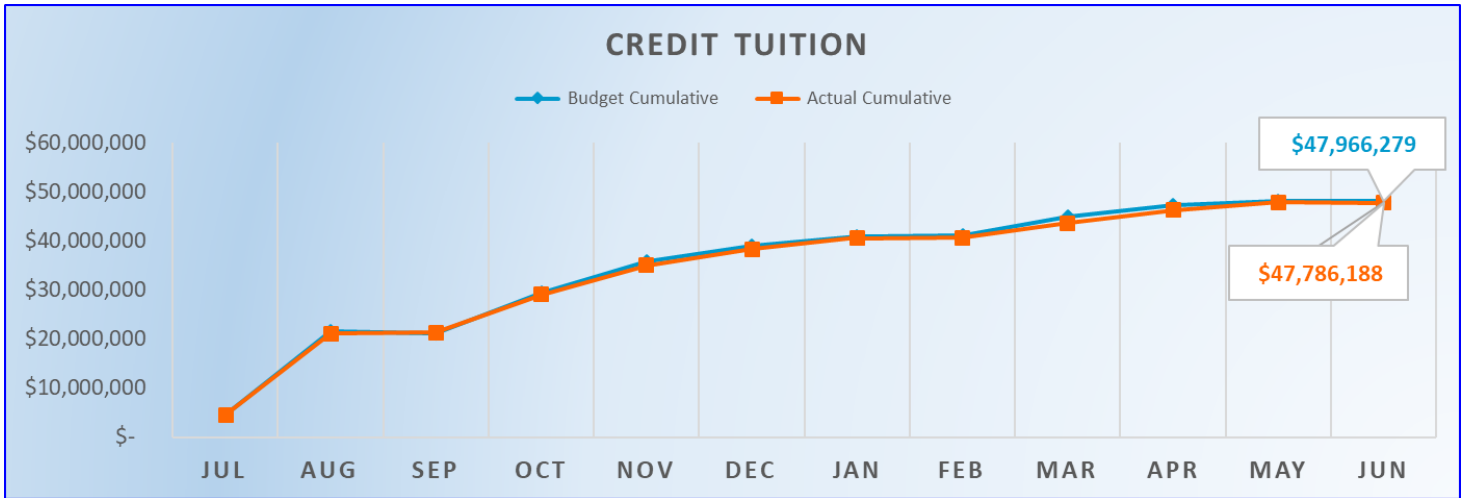
As of June 30, 2020, the overall revenue is \$141.4M, which represents 98.5% of the operating budget. Personnel expense represents 77.8% of the annual operating budget. As of this report date, personnel expense totals \$108.7M or 97.3% of the total budget. Current and capital expense totals \$25.8M (88.8%) and \$1.5M (53.3%), respectively. **Net balance of revenue less expense is \$5.5M (budget surplus) and the budgeted use of \$1.7M in reserves was not warranted.**

Due to the effects of the COVID-19 pandemic, in March 2020, the college transitioned to virtual learning and a remote work status. This transition impacted the college operating expense budget by the following:

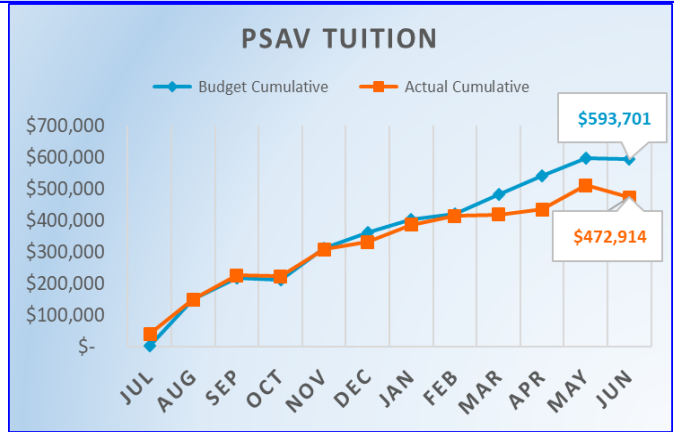
- Hiring freeze was instituted representing 2.4% reduction in budgeted personnel salary expenses.
- Overall, 25% reduction in office supplies expenses.
- Fourth quarter utilities expense decreased by 20.8%.
- Year over year decline of 38% in travel expense.

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

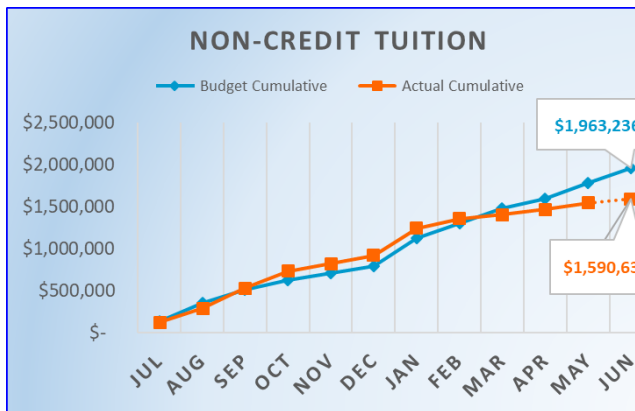
Credit Tuition Revenue – The chart below displays the credit tuition portion of the budget to the trending projected amount. As of June 30, 2020, the tuition actuals are \$180K below the budgeted amount.



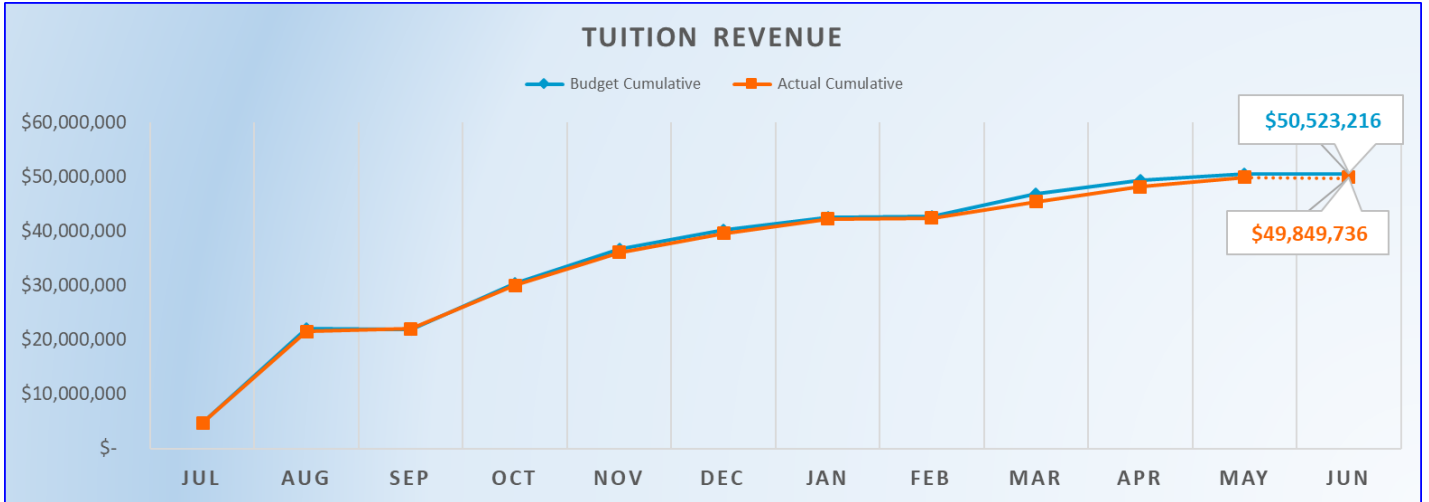
Non-Credit Tuition Revenue – The chart to the right displays the non-credit portion of the budget to the trending projected amount. As of June 30, 2020, the tuition actuals are \$373K above the budgeted amount.



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 June 30, 2020, the tuition actuals are \$121K below the budgeted amount.



Total Tuition Revenue - The chart below displays the total operating tuition budget to the trending projected amount. As of June 30, 2020, the overall tuition actuals are \$673K below the budgeted amount.



Janette Hunt, Vice President, Finance & Business Operations

Attachment


**St. Petersburg College
Operating Budget Report
June 30, 2020**

	Prior Year Budget	Prior Year Actual	Budget	Actual	% of YTD
Revenue					
Student Tuition	\$ 50,779,769	\$ 51,239,480	\$ 50,523,216	\$ 49,849,736	98.7%
State Appropriation - FCS	\$ 51,475,043	\$ 51,475,042	\$ 60,811,965	\$ 60,811,965	100.0%
State Appropriation - Lottery	\$ 16,598,793	\$ 16,598,793	\$ 9,443,975	\$ 9,443,975	100.0%
State Appropriation - 2+2 Student Succe	\$ -	\$ -	\$ 970,703	\$ 970,703	100.0%
State Appropriation - Work Florida	\$ -	\$ -	\$ 687,535	\$ 687,535	100.0%
Performance Funding	\$ 3,514,400	\$ 3,514,400	\$ -	\$ -	0.0%
Learning Support Access Fee	\$ 1,607,832	\$ 1,540,233	\$ 1,607,832	\$ 1,503,168	93.5%
Distance Learning Fee	\$ 3,995,700	\$ 3,994,874	\$ 3,995,700	\$ 4,355,134	109.0%
Technology Fee	\$ 2,476,437	\$ 2,470,368	\$ 2,476,437	\$ 2,404,585	97.1%
Lab Revenue Fees	\$ 1,575,099	\$ 2,109,655	\$ 2,114,157	\$ 1,794,140	84.9%
Industry Certifications	\$ 500,000	\$ 579,272	\$ 700,000	\$ 734,749	105.0%
Other Revenues	\$ 5,187,048	\$ 5,865,262	\$ 5,167,110	\$ 6,592,034	127.6%
Other Student Fees	\$ 1,065,052	\$ 783,785	\$ 864,805	\$ 551,722	63.8%
Fund Transfers In	\$ 3,103,706	\$ 2,447,867	\$ 2,500,000	\$ 1,727,872	69.1%
Reserve	\$ 1,000,000	\$ -	\$ 1,677,908	\$ -	0.0%
Total Revenue	\$ 142,878,878	\$ 142,619,032	\$ 143,541,343	\$ 141,427,318	98.5%
Personnel & Benefits					
Instructional/Faculty-Full time	\$ 25,749,327	\$ 25,426,971	\$ 24,375,480	\$ 23,734,586	97.4%
Administrative & Professional	\$ 23,585,641	\$ 22,278,336	\$ 24,570,371	\$ 23,072,448	93.9%
Career Service (includes OT)	\$ 19,183,840	\$ 18,306,147	\$ 18,565,584	\$ 17,552,899	94.5%
Adjunct	\$ 8,939,647	\$ 9,443,206	\$ 9,073,492	\$ 9,486,979	104.6%
Supplemental	\$ 4,202,945	\$ 5,467,271	\$ 4,871,945	\$ 5,777,178	118.6%
Other Personal Services (OPS)	\$ 2,019,316	\$ 1,717,742	\$ 1,853,669	\$ 1,309,370	70.6%
Student Assistants	\$ 428,000	\$ 221,535	\$ 422,851	\$ 188,511	44.6%
Health Insurance	\$ 14,423,171	\$ 14,743,085	\$ 14,490,795	\$ 13,821,166	95.4%
Other Benefits	\$ 11,827,326	\$ 11,529,089	\$ 12,026,259	\$ 12,324,718	102.5%
Other Personnel Expenses	\$ -	\$ -	\$ 1,499,298	\$ 1,431,039	95.4%
Total Personnel & Benefits	\$ 110,359,214	\$ 109,133,381	\$ 111,749,744	\$ 108,698,897	97.3%
Current Expense					
Bad Debt/Unemployment	\$ 1,003,331	\$ 817,645	\$ 1,150,000	\$ 1,139,391	99.1%
Insurance (Non Health)	\$ 1,811,245	\$ 1,851,164	\$ 1,877,472	\$ 2,337,855	124.5%
Repairs & Maint	\$ 931,034	\$ 951,799	\$ 1,152,501	\$ 1,010,366	87.7%
Scholarships/Fee Waivers	\$ 2,424,463	\$ 2,948,900	\$ 2,495,326	\$ 2,991,555	119.9%
Services and Fees	\$ 6,006,449	\$ 6,563,754	\$ 4,332,692	\$ 4,734,145	109.3%
Materials and Supplies	\$ 4,693,926	\$ 3,884,973	\$ 4,518,483	\$ 3,430,826	75.9%
Travel	\$ 350,000	\$ 484,071	\$ 547,120	\$ 298,652	54.6%
Utilities	\$ 5,527,258	\$ 5,725,385	\$ 5,296,453	\$ 5,247,251	99.1%
Other Current Expense	\$ 3,296,339	\$ 3,743,608	\$ 4,125,173	\$ 891,004	21.6%
Tech Expense/Licensing	\$ 3,695,983	\$ 3,816,992	\$ 3,519,760	\$ 3,691,242	104.9%
Total Current Expense	\$ 29,740,028	\$ 30,788,291	\$ 29,014,980	\$ 25,772,286	88.8%
Capital					
Computer Refresh Leases	\$ 2,390,037	\$ 1,784,199	\$ 2,454,075	\$ 1,172,121	47.8%
Capital Purchases	\$ 389,599	\$ 273,634	\$ 322,544	\$ 307,364	95.3%
Total Capital	\$ 2,779,636	\$ 2,057,832	\$ 2,776,619	\$ 1,479,485	53.3%
Total Operating	\$ 142,878,878	\$ 141,979,505	\$ 143,541,343	\$ 135,950,668	94.7%
Balance	\$ -	\$ 639,528	\$ -	\$ 5,476,650	

August 18, 2020

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., 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. Agreement with **AARP** whereby the College and AARP will collaborate on the *Closing the Manufacturing Skills Gap* Initiative. The parties will collaborate to carry out the following components of the Initiative: 1) marketing, advertising and social media outreach to promote advanced manufacturing industry training/education and veteran, service member and military family engagement for prospective students who are over age 50 (50-plus); 2) planning and conducting events to engage with 50-plus members of the community; 3) creating and sustaining a focus on encouraging traditionally underrepresented populations, including 50-plus women, minorities, veterans and others, to pursue education and training in STEM fields; 4) designation of staff members at the College to assist 50-plus students and prospective students; and 5) providing training opportunities for AARP members who participate in certain programs and activities related to the Advanced Manufacturing program and the College and this Initiative. The Agreement will commence as soon as possible and continue through May 31, 2021. There is no cost to the College associated with entering into this Agreement. This item was approved by Susan Demers on April 20, 2020. Department—Natural Science and Engineering
2. Agreement with **Jeffrey B. Anderson** to deliver a Retirement Planning course for adults ages 50-70 through the College's Workforce Institute. The Agreement will commence as soon as possible and continue for the period of one year. Based on an estimate of 40 students during this period, the net revenue to the College is anticipated to be \$1,960. This item was approved by the President on June 4, 2020. Department—Workforce Institute
3. Agreement with **BayCare Health System, Inc.** for the College to loan one of its ventilators to the hospital in response to the Covid 19 pandemic. The Agreement will commence as

- soon as possible and continue until such time the equipment is no longer needed or is requested by the College. There is no cost to the College. This item was approved by the President on April 6, 2020. Department—Respiratory Therapy
4. Affiliation Agreement with **Bayfront HMA Medical Center, LLC dba Bayfront Health St. Petersburg** to continue to provide clinical experience to students enrolled in the Nursing, Radiography, Respiratory Therapy and Health Information Management Programs. There is no cost to the College. The Agreement will commence as soon as possible and continue for the period of three years. This item was approved by Susan Demers on June 15, 2020. Departments—College of Nursing, Radiography, Respiratory Therapy and Health Information Management
 5. Agreement with **Digital Theatre (US), LLC** for a license to access filmed versions of theatrical productions and licensed materials to supplement online learning to meet the Humanities requirements of the Fine Arts degree. The Agreement will commence as soon as possible and continue through April 30, 2021. The cost to the College for this Agreement will be \$3,000. This item was approved by Susan Demers on April 17, 2020. Department—Fine Arts & Humanities
 6. Affiliation Agreement with **Florida Department of Health, DeSoto County Health Department** to provide clinical experience to students enrolled in the Dental Hygiene and Health Services Administration BAS Programs. The Agreement will commence August 17, 2020 and continue through August 16, 2023. There is no cost to the College. This item was approved by Susan Demers on May 26, 2020. Department—College of Health Sciences
 7. Agreement with **Gulfcoast North Area Health Education Center, Inc. (GNAHEC)** whereby the College of Nursing will incorporate Opioid education content into its ADN Program. GNAHEC will pay the College an amount of \$500. The Agreement will commence as soon as possible and continue through June 30, 2020. This item was approved by Susan Demers on April 17, 2020. Department—College of Nursing
 8. Renewal Agreement with **The School Board of Marion County Florida** to continue to provide for student internship, practicum, and observation experience for College of Education students. The Agreement will commence as soon as possible and continue for the period of one year. There is no cost to the College. This item was approved by Susan Demers on June 5, 2020. Department—College of Education
 9. Amendment to the Articulation Agreement with **National University of Health Sciences** to provide for the articulation of SPC Bachelor of Science in Biology students into the Doctor of Chiropractic degree from National University of Health Sciences. This modification is to correct two course numbers in the current Agreement that were listed incorrectly. All other terms and conditions of the Agreement will remain in full force and effect. The Agreement is ongoing unless terminated by either party. There is no cost to the College. This item was approved by Susan Demers on May 8, 2020. Department—Natural Science

10. Renewal Agreement with **The School District of Palm Beach County Florida** to continue to provide for student internship, practicum, and observation experience for College of Education students. The Agreement will commence as soon as possible and continue through June 30, 2021. There is no cost to the College. This item was approved by Susan Demers on June 10, 2020. Department—College of Education
11. Agreement with **Sarasota County Public Hospital District** for the College to loan two of its ventilators and associated medical equipment to the hospital in response to the Covid 19 pandemic. The Agreement will commence as soon as possible and continue through June 1, 2020 or until such time the equipment is no longer needed by the hospital and as agreed to by the parties. There is no cost to the College. This item was approved by the President on April 6, 2020. Department—Respiratory Therapy
12. Agreement with **Stanly Community College (SCC)** to continue the affiliation whereby SCC provides essential operational support to the Academy at SPC, which provides Cisco training through the College of Computer & Information Technology. SCC will provide unlimited support via email, telephone and web format. SCC will also provide Netlab access for Academy instructors for their professional development opportunities. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$600. This item was approved by Susan Demers on May 27, 2020. Department—College of Computer & Information Technology
13. Competency Based Credit Articulation Agreement with **Suncoast Developers Guild** whereby the College will award college credit for students who have successfully completed the Web Development workforce training program offered by Suncoast Developers Guild. The Agreement will commence as soon as possible and continue for the period one year. Thereafter, the Agreement will automatically renew for one-year periods unless terminated by either party. There is no cost to the College. This item was approved by Susan Demers on February 24, 2020. This item is being included on this Report as it was not on the previous report. Department—Career Connections

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

14. Agreement with **Goodwill Industries-Suncoast, Inc.** whereby the College will partner with Goodwill Industries-Suncoast through its Job Connection Centers, to provide assistance in areas related to online and technology-based learning; competency-based assessments and training courses to recognize skills proficiency and attainment; education alignment with industry-recognized stacked and latticed credentials on an in-demand career pathway; support of evidence-based remediation policies; and assessment and awarding of credit for prior learning. Goodwill-Suncoast will evaluate incoming enrollments and assist Young Adult Reentry Partnership (YARP) participants in applying to the College. Goodwill- Suncoast will refer eligible enrollments to the College for training and credentialing based upon targeted programs. Goodwill-Suncoast will pay the College up to \$2,015 per student for tuition expenses. The Agreement will commence as soon as possible and continue through December 31, 2023. Based on foregoing and an estimate of 100 students, it is anticipated that the College may receive a revenue of approximately \$201,500 during the period of this Agreement. Should Goodwill Industries

request additional services as defined in the Agreement, Goodwill Industries will also pay the College at a rate of \$100 per hour for up to an amount of \$25,000. This Agreement was approved by the President on April 7, 2020. Department—Workforce Institute

15. Agreement with **Pinellas County School Board (PCSB)** to continue the existing Dual Enrollment, Early College Program agreement and to provide the necessary staffing resources and support services for students. In addition to SPC providing space, furniture, equipment, supplies, and utilities, SPC shall share in the expenses associated with providing three full-time guidance counselors and one full-time senior data management technician. SPC shall contribute \$250,000 toward the expense of these PCSB Early College personnel. Other Early College personnel employed by SPC include one program director and two program coordinators. The Agreement will commence July 1, 2020 and continue through June 30, 2021. This item was approved by the President on June 12, 2020. Department—Dual Enrollment/Early College

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

16. Agreement with **Apple, Inc.** to lease computer equipment as part of the staff and faculty refresh. The lease is for the period of 48 months. The cost to the College for this lease is expected to be approximately \$56,031.04. Should the College opt to purchase the equipment, if applicable, at the end of the lease term, the purchase option price would be an additional \$1. Based on the foregoing, the total cost to the College for this lease agreement will not exceed \$56,032.04. Should funds not be appropriated to continue the lease for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 30 days' notice prior to the end of the current fiscal period. This item was approved by Janette Hunt on June 2, 2020. Department—Information Technology
17. Agreement with **National University of Health Sciences** to continue to lease space in the main Annex of the Health Education Center. The Agreement will commence on July 1, 2020 and continue through June 30, 2021. The anticipated revenue to the College under this Agreement will be \$60,917.00. This item was approved by Janette Hunt on May 11, 2020. Departments—Finance and Business Operations and Facilities Planning
18. Agreement with **Ovid Technologies, Inc.** to continue the subscription for various electronic products to support the Nursing, Health Services Administration, Dental Hygiene, and Veterinary Technology Programs. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this renewal period will be \$76,569.00. This item was approved by Susan Demers on May 29, 2020. Department—District Library

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

19. Agreement with **AAA Club Alliance, Inc. f/k/a AAA Allied Group, Inc. an affiliated of AAA Auto Club South** to provide business related travel management services for the College. This contract is being “piggy backed” off of the Greater Orlando Aviation

Authority's contract. The Agreement will commence July 1, 2020 and continue through June 30, 2021. The cost to the College is anticipated to be approximately \$10,000 - \$12,000 annually. This item was approved by Janette Hunt on May 11, 2020. Department—Business Services

20. Agreement with **Allen, Norton & Blue, P.A.** to continue to provide legal services to the College from July 1, 2020 through June 30, 2021. The firm will provide services at an hourly rate of \$260 for attorneys and \$100 per hour for paralegals. This firm provides legal services associated with employment law issues. Although the total amount of this Agreement cannot be determined at this time, the expenditure approval sought is within the College's approved budgeted amount for Fiscal Year 2020-21. This item was approved by Suzanne Gardner on June 10, 2020. Department—General Counsel's Office
21. Agreement with **Augusoft, Inc.** to continue to provide the Lumens Pro Learning Management System for the day-to-day operation and management of business solutions services for the Workforce Institute. This renewal Agreement includes the annual subscription fee of \$30,294.66 and the annual customization fee of \$9,733.22 for the Lumens Entrepreneur and Lumens API Product. The renewal period will commence as soon as possible and continue for the period of one year at a total cost to the College of \$40,027.88.

In addition to the renewal Agreement above, an Amendment to the Agreement with **Augusoft, Inc.** related to the College's purchase of the license to use the Integration through the Lumens Middleware Cloud solution. The Amendment provides for the one-time discounted Integration Configuration fee which will be \$19,900. These items were approved by Janette Hunt on June 2, 2020. Department—Information Systems

22. Amendment to the Agreement with **Augusoft, Inc.** to provide a license to Integration through the Lumens Middleware Cloud for use by the Information Systems Department. The cost to the College for this Amendment will be \$32,666 and cover a period of 14 months commencing May 31, 2020. This item was approved by Janette Hunt on May 19, 2020. Department—Information Systems
23. Amendment to the Agreement with **Augusoft, Inc.** to provide development modifications to the Lumens Middleware Cloud solution being implemented by the Information Systems Department. The cost for the development modifications will be \$9,875. This item was approved by Janette Hunt on June 19, 2020. Department—Information Systems
24. Agreement with **Barry University** to continue to lease space at the Health Education Center. The Agreement will commence on July 1, 2020 and continue through June 30, 2021. The anticipated revenue to the College under this Agreement will be \$25,128. This item was approved by Janette Hunt on May 11, 2020. Departments—Finance and Business Operations and Facilities Planning
25. Renewal Agreement with **Eaton Corporation** to provide its Powerware ProActive Service Plan whereby Eaton will provide support and maintenance services for the power quality equipment used in Administrative Information Systems. The Plan includes 8-hour

- response time; after hours 7 x 24; UPS annual preventive maintenance; remote monitoring; sealed battery preventive maintenance and a 30% Spare Part Kit and time and material discount. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement period will be \$16,752.40. This item was approved by Janette Hunt on April 1, 2020. Department—Information Systems, Networks
26. Agreement with **Lyrasis** for a renewal subscription to LexisNexis Academic service for use in the College's Paralegal Studies and Business Programs. The Agreement is from July 1, 2020 through June 30, 2021. The cost to the College for this Agreement will be \$23,618.46. This item was approved by Susan Demers on April 21, 2020. Department—District Library
 27. Agreement with **Mauldin & Jenkins, LLC** to provide professional services associated with conducting the audit of the financial statements including the related notes to the financial statements, which collectively comprise the basic financial statements of the St. Petersburg Collegiate High School North Pinellas, as of and for the year ended June 30, 2020. The Agreement will commence as soon as possible with the final report being due no later than September 30, 2020. The cost to the College for this Agreement will be \$13,500. This item was approved by Susan Demers on May 4, 2020. Department—St. Petersburg Collegiate High School, TS
 28. Agreement(s) with **MCS of Tampa, Inc.** to provide for the replacement/repair of electrical outlets, cabling and phones that were exposed to water. The amount to be paid to MCS of Tampa, Inc. for its services will be \$19,414.01. The College's insurance paid the claims less the College's deductible and is sending payment to the College to disburse to vendors. The Agreement will commence as soon as possible and continue through project completion. This item was approved by Janette Hunt on June 30, 2020. Department—Facilities Planning & Institutional Services
 29. Modification to the Agreement with the **National Alliance on Mental Illness (NAMI New Hampshire)** to provide training and materials for the Connect Suicide Prevention Training of Trainers and pre- and post-test evaluation for the training. The cost to the College for this Agreement will be \$16,500 plus the cost of travel (air/ground travel, accommodations and food) for two trainers (travel costs not to exceed \$3,000). This modification is to revise the face-to-face training to virtual training due to COVID 19 and to extend the end date of the Agreement to June 30, 2021. All other terms and conditions will remain as previously advised. This item was approved by Jamelle Conner on June 26, 2020. Department—Retention Services, Student Affairs
 30. Agreement with **National University of Health Sciences** to continue to lease space in the O & P Building of the Health Education Center. The Agreement will commence on July 1, 2020 and continue through June 30, 2021. The anticipated revenue to the College under this Agreement will be \$34,213.00. This item was approved by Janette Hunt on May 11, 2020. Departments—Finance and Business Operations and Facilities Planning

31. Agreement with **National University of Health Sciences** to continue to lease a portable structure at the Health Education Center. The Agreement will commence on July 1, 2020 and continue through June 30, 2021. The anticipated revenue to the College under this Agreement will be \$18,689.00. This item was approved by Janette Hunt on May 11, 2020. Departments—Finance and Business Operations and Facilities Planning
32. Agreement with **Quorum Services** to provide permits on construction projects valued over \$200,000 for future construction projects collegewide. Costs will include \$500 per permit and fees for labor for inspection services, plan review services and other code and certified building administrator services. Services will be charged at the rates included in the Agreement. The anticipated cost to the College will be \$50,000. The Agreement will commence as soon as possible and continue through June 30, 2021. This item was approved by Janette Hunt on May 19, 2020. Department—Facilities Planning and Institutional Services
33. Amendment to the Agreement with **S.F. & Wellness, Inc. dba W.I.T.S. (WITS)** whereby WITS provides a blended training program for the Certified Fitness Trainer program. Under the terms of this Amendment, WITS will also provide four additional Online Certification Courses. For the online courses, the College will pay WITS a flat fee between \$399 - \$600 based on the particular course offered. The College will recruit and register students for class, provide classroom/lab space either on SPC site or with an approved contracted site, and provide accident insurance through fees collected. WITS will provide mentored instruction for the entire course online as well as practical lab instruction online, where applicable, through video instructional graded activities. Based on an estimate of 40 students annually, the annual net revenue after expenses is estimated to be \$12,020. This item was approved by the President on May 19, 2020. Department—Workforce Institute, Allied Health
34. Agreement with **St. Petersburg Downtown Partnership, Inc. (SPDP)** to continue to lease space at the Downtown Center for the period of July 1, 2020 through June 30, 2021. SPDP will pay the College an amount of \$12,013.20 over this period. This item was approved by Janette Hunt on May 11, 2020. Departments—Financial and Business Operations and Facilities Planning
35. Agreement with **Stryder Corp. dba “Handshake”** to provide a subscription to the Career Center Management platform, “Handshake” and other software tools for the management and optimization of career services. The Agreement includes additional services including premium support, reporting, payment integration, and implementation. The cost to the College for this Agreement will be \$13,000. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Janette Hunt on May 8, 2020. Department—Career Connections
36. Amendment to Agreement with **Time Management Systems (TMS)** to move from the use of Biometric Hand Punch Time clocks used in Facilities, to a TMS Time Hosted solution. In 2009, time clocks, associated software, annual hardware/software maintenance, installation/training, and necessary interface to PeopleSoft were purchased via the Purchase Order process. Subsequently, the College executed the associated perpetual

software license. This Amendment will allow the College to move to a TMS Time Hosted arrangement which will include TMS Time hosted implementation, TMS hosting, TMS hardware maintenance, TMS software maintenance and some TMS training. The Amendment will cover a period of five years commencing May 2, 2020. Costs through May 1, 2021, which have been prorated to align hosting and maintenance terms, will be \$3,059.03 and will include implementation, hosting and maintenance. Thereafter, costs annually for years two through five will be as follows: \$1,380 for hosting, \$3,236.10 for hardware maintenance, and \$1,399 for software maintenance. The Amendment period will commence May 2, 2020 and continue through May 1, 2025. Based on the foregoing, the anticipated costs for this Agreement through May 1, 2025 will be \$27,119.43. This amount includes existing costs for hardware/software maintenance which are currently being paid annually and the added costs over five years (\$7,769.99) for the hosting and implementation. This item was approved by Janette Hunt on June 9, 2020. Department—Information Systems

Section E: Contracts below \$10,000

37. Dual Enrollment Agreement with **Admiral Farragut Academy, Inc.** (AFA) that will allow eligible AFA students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2020 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Susan Demers on June 16, 2020. Department—Dual Enrollment/Early College
38. Agreement with **The American Stage, Inc.** to continue to lease space at the Downtown Center (Community Room, small conference room and other spaces as may be approved by the Provost for special events). The Agreement will commence on July 1, 2020 and continue through June 30, 2021. The anticipated revenue to the College under this Agreement will be \$6,000 plus any costs by the College for Security personnel used for special events held outside SPC's normal business hours. This item was approved by Janette Hunt on May 11, 2020. Departments—Finance and Business Operations and Facilities Planning
39. Amendment to the Agreement with **ANF Services, LLC dba Janacorp, LLC** whereby Janacorp (Nature's Table) provides food service at the Clearwater Campus. This modification is to extend the current Agreement under the same terms and conditions for an additional year through May 17, 2021. The anticipated revenue for the renewal period is approximately \$1,500 monthly. This renewal item was approved by Janette Hunt on March 4, 2020. This item is being included on this Report as it was not on the previous report. Department—Food Service
40. Agreement with **Articulate Global, Inc.** to continue to provide access to the Articulate 360 Teams software that is used by Courtney Martin to continue the work of the Title III grant. The cost to the College for this Agreement will be \$649. The Agreement will

commence as soon as possible and continue for the period of one year. This item was approved by Susan Demers on May 29, 2020. Department—District Library

41. Agreement with **BeaconMedaes, LLC** to diagnose issues associated with the Medical Air Compressor Serial #194228-3 used in the Natural Science Department on the Clearwater Campus and provide needed maintenance. The cost to the College for this Agreement will be \$455. This item was approved by Susan Demers on June 10, 2020. Department—Natural Science
42. Agreement with **CAE Healthcare, Inc.** to provide support and maintenance for the CAE METIman Simulator used in the Emergency Medical Services Department. 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 \$5,746. This item was approved by Susan Demers on May 27, 2020. Department—Emergency Medical Services
43. Dual Enrollment Agreement with **Calvary Christian High School (CCHS)** that will allow eligible CCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2020 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Susan Demers on June 16, 2020. Department—Dual Enrollment/Early College
44. Agreement with the **CM Study Overseas** to provide on-the-ground assistance to prospective students in Central America regarding information and enrollment in SPC programs. CM Study Overseas will also provide assistance in international recruitment efforts. The College agrees to pay Matchup an amount of \$1,000 minus any required taxes, per enrolled student (20 days after the drop/add refund period). Such cost is offset by student fees for the program(s). The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Susan Demers on June 17, 2020. Department—Center for International Programs
45. Agreement with the **Dai Duong Education** to provide on-the-ground assistance to prospective students in Vietnam regarding information and enrollment in SPC programs. Dai Duong Education will also provide assistance in international recruitment efforts. The College agrees to pay Matchup an amount of \$1,000 minus any required taxes, per enrolled student (20 days after the drop/add refund period). Such cost is offset by student fees for the program(s). The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Susan Demers on June 17, 2020. Department—Center for International Programs
46. Agreement with **Dramatists Play Service, Inc.** to provide a license to allow the College's Humanities/Fine Arts Department to perform three performances of *The Actor's Nightmare* and three performances of *When Shakespeare's Ladies Meet*. The performances will be held from June 11-13, 2020 at a cost to the College of \$210. This item was approved by Susan Demers on May 27, 2020. Department—Humanities/Fine Arts – Theater

47. Agreement with **Dramatists Play Service, Inc.** to provide a license to allow the College's Humanities/Fine Arts Department to perform three performances of *The Rimers of Eldritch*. The performances will be held from June 25-27, 2020 at a cost to the College of \$300. This item was approved by Susan Demers on May 27, 2020. Department—Humanities/Fine Arts - Theater
48. Agreement with **Duke Energy Florida, LLC** whereby the College agrees to grant Duke Energy access to the St. Petersburg/Gibbs Campus for the installation of electric vehicle supply equipment (EVSE). Duke Energy will own, operate, maintain, and support the EVSE, record system data, evaluate charging behavior and provide program evaluations to the Florida Public Service Commission on an annual basis. There is no cost to the College associated with entering into this Agreement. The Agreement will commence upon execution and will continue through December 31, 2022. This item was approved by Janette Hunt on April 17, 2020. Department—Facilities Planning and Institutional Services
49. Dual Enrollment Agreement with **Dunedin Academy (DA)** that will allow eligible DA students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2020 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Susan Demers on June 16, 2020. Department—Dual Enrollment/Early College
50. Agreement with the **Education Path Co., Ltd.** to provide on-the-ground assistance to prospective students in countries outside the U.S. regarding information and enrollment in SPC programs. Education Path will also provide assistance in international recruitment efforts. The College agrees to pay Education Path an amount of \$1,000 minus any required taxes, per enrolled student (20 days after the drop/add refund period). Such cost is offset by student fees for the program(s). The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Susan Demers on June 5, 2020. Department—Center for International Programs
51. Agreement with the **Exchange Students Service, Inc. (TESS USA)** to provide on-the-ground assistance to prospective students in Taiwan, Egypt, India, and Rumania regarding information and enrollment in SPC programs. TESS USA will also provide assistance in international recruitment efforts. The College agrees to pay TESS USA an amount of \$1,040 minus any required taxes, per enrolled student (20 days after the drop/add refund period). Such cost is offset by student fees for the program(s). The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Susan Demers on April 14, 2020. Department—Center for International Programs
52. Agreement with **Gallagher Student Health & Special Risk** to accept its 2020-21 International Student Injury and Sickness Insurance Proposal to offer international students

- and international student athletes the Global Care Basic and Global Care Basic ICS (Intercollegiate Sports) insurance plans that provide student medical and/or accident insurance coverage. As part of this transaction, the College will designate Arthur J. Gallagher Risk Management Services as the College's exclusive insurance broker with respect to the international student insurance policy that runs from August 17, 2020 through August 16, 2021. International students will be required to enroll in the applicable Insurance Plan at registration, unless they provide proof of comparable coverage. International students will pay an annual rate of \$925 (\$1,125 for student athletes) for coverage for the twelve-month period. They may also choose to enroll family members at additional costs. There is no cost to the College. This item was approved by Susan Demers on June 22, 2020. Department—Center for International Programs
53. Dual Enrollment Agreement with **Indian Rocks Christian School (IRCS)** that will allow eligible IRCS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2020 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Susan Demers on June 16, 2020. Department—Dual Enrollment/Early College
 54. Agreement with **Infobase Learning aka Films Media Group** to continue to access the films on demand Veterinary Collection for streaming video content to support the Veterinary Nursing Program. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$607.75. This item was approved by Susan Demers on May 7, 2020. Department—District Library
 55. Amendment to the Agreement with **JRB Solutions, LLC** whereby JRB is providing technical consulting services as the Transportation Planning Consultant to the College based on the terms of its RFP #04-19-20. The cost to the College for this Agreement will continue to be \$42,100 as previously approved. This modification is to revise the timeline for deliverables and the payment schedule. The project will be completed no later than December 31, 2020. This item was approved by Jamelle Conner on June 15, 2020. Department—Provost, DT
 56. Agreement with **Knack Technologies, Inc.** for a subscription to supplemental online peer-to-peer tutoring and mentoring in order to encourage retention and completion for underserved populations. The Agreement provides for 240 hours of tutoring at a cost of \$21 per hour as well as a cost of \$1,500 for single sign-on technical set-up and implementation. The Agreement will commence as soon as possible and is for a trial period of three months. The total cost to the College will be \$6,540. This item was approved by Jamelle Conner on May 27, 2020. Department—District Library
 57. Agreement with **Labster, Inc.** to provide access for up to 10 different lab simulations for use by students. Labster will also assist with the integration of their software into our D2L platform. The Agreement will commence as soon as possible and continue through July

- 30, 2020. The cost to the College will be \$585. This item was approved by Susan Demers on June 5, 2020. Department—Baccalaureate Biology
58. Agreement with the **School District of Manatee County, Manatee Technical College** to provide the use of the College's driving range at the Allstate Center. The Agreement will commence as soon as possible and continue through June 30, 2021. The anticipated revenue for this Agreement will be approximately \$1,500. This item was approved by Susan Demers on May 28, 2020. Department—FDLE Public Safety NC
59. Agreement with the **Matchup SAS** to provide on-the-ground assistance to prospective students in countries outside the U.S. regarding information and enrollment in SPC programs. Matchup will also provide assistance in international recruitment efforts. The College agrees to pay Matchup an amount of \$1,000 minus any required taxes, per enrolled student (20 days after the drop/add refund period). Such cost is offset by student fees for the program(s). The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Susan Demers on June 5, 2020. Department—Center for International Programs
60. Agreement with the **National Society of Leadership and Success** whereby the College's Clearwater Campus is designated as an NSLS Chapter for the period of one year. The annual Chapter dues (which would normally be \$3,250) are being waived. The NSLS will provide many student leadership experiences to Chapter members throughout the year including things such as speaker broadcasts, leadership materials, induction awards, leadership forums, and leadership training. The Agreement will commence August 1, 2020 and continue through July 31, 2021 at no cost to the College. This item was approved by Jamelle Conner on June 5, 2020. Department—Associate Provost
61. Agreement with **National University of Health Sciences** to continue to lease space at the East Annex of the Health Education Center. The Agreement will commence on July 1, 2020 and continue through June 30, 2021. The anticipated revenue to the College under this Agreement will be \$7,861.00. This item was approved by Janette Hunt on May 11, 2020. Departments—Finance and Business Operations and Facilities Planning
62. Dual Enrollment Agreement with **Northside Christian School (NCS)** that will allow eligible NCS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2020 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Susan Demers on June 16, 2020. Department—Dual Enrollment/Early College
63. Agreement with **Ovid Technologies, Inc.** to continue subscriptions to various electronic products to support the Nursing, Health Services Administration, and Dental Hygiene Programs. The Agreement will commence as soon as possible and continue through June 30, 2021. The cost to the College for this Agreement will be \$2,076. This item was approved by Susan Demers on April 9, 2020. Department—District Library

64. Agreement with **Ovid Technologies, Inc.** to continue to the licenses associated with the purchase of new editions of eBooks to support the Nursing Program. The Agreement will commence as soon as possible and continue unless terminated by either party. The cost to the College will be \$3,752. This item was approved by Susan Demers on April 21, 2020. Department—District Library
65. Agreement with **Pearson Education, Inc.** that will allow the College (through its designated approved distributor, Barnes & Noble College Booksellers, LLC) to purchase Pearson Products at Inclusive Access Prices resulting in students being able to purchase textbooks at low prices. The Agreement will commence as soon as possible and continue through May 1, 2025. There is no cost to the College. This item was approved by Janette Hunt on June 23, 2020. Department—Finance and Business Operations
66. Dual Enrollment Articulation Agreement for 2020-21 between the **School Board of Pinellas County** and the College. The Agreement defines the academic programs and activities that will benefit *Dual Enrollment* students of Pinellas County. The College will offer information on student progress and acceleration mechanisms to students in Pinellas County high schools to facilitate greater success in post-secondary education. The School Board will market and encourage high school students regarding opportunities for Dual Enrollment articulation and accelerated college credit opportunities. The Agreement will commence as soon as possible and will ongoing; however, the Agreement must be reviewed and updated annually. There is no cost to the College. This item was approved by Susan Demers on May 26, 2020. Department—Academic Affairs
67. Agreement with **School Board of Pinellas County** to continue the Joint Use Agreement whereby SPC and PCSB each provide the usage of its facilities to the other, generally at no charge, pending availability. The usage excludes specific identified rooms as identified in the Agreement and rental fees may be charged for the use of areas such as: Music Center, Gymnasium, and Planetarium, SP/G; Arts Auditorium, CL; Digitorium & Conference Center, SE; The Palladium; Collaborative Labs, EPI and Leepa-Rattner Museum, TS. The Agreement will commence July 1, 2020 and continue through June 30, 2021. This item was approved by Janette Hunt on May 26, 2020. Department—Finance and Business Operations
68. Amendment to the Agreement with **LD Platt Strategies** whereby Lisa D. Krausz provides professional consulting services related to the College's Tampa Bay Scholarships for Education & Employment Development in STEM (SEEDS) grant funded by the National Science Foundation. The consultant will provide external evaluation services including a review and evaluation summary for Years 5 and 6 as well as a final summative evaluation report. This modification reflects a no-cost extension of the Agreement through December 31, 2020 with the final summative evaluation report being due January 15, 2021. The cost to the College for the Agreement has not changed and remains a previously approved in the amount of \$4,950. This modification item was approved by Susan Demers on May 14, 2020. Department—Tampa Bay SEEDS Grant

69. Modification to the Agreement with **Sierra-Cedar, Inc.** to provide consulting services on a time and expense basis to support the People Soft HCM System Assessment. Services will be performed with a combination of onsite and remote work. The Agreement was to commence as soon as possible and continue through April 30, 2020 at a cost of \$60,000. **This modification is for a no-cost extension to the Agreement through June 30, 2020.** All other terms and conditions remain as previously approved. This modification item was approved by Janette Hunt on April 16, 2020. Department—Business Services – Information Systems
70. Modification to the Agreement with **Sierra-Cedar, Inc.** to provide consulting services on a time and expense basis to support the People Soft HCM System Assessment. Services will be performed with a combination of onsite and remote work. The Agreement, as previously modified, was to commence as soon as possible and continue through June 30, 2020 at a cost of \$60,000. **This second modification is for a no-cost extension to the Agreement through August 30, 2020.** All other terms and conditions remain as previously approved. This modification item was approved by Janette Hunt on June 23, 2020. Department—Business Services – Information Systems
71. Modification to the Agreement with **Sierra-Cedar, Inc.** to provide additional consulting services on a time and expense basis for the PeopleSoft Administrative Support Project. Services will be performed with a combination of onsite and remote work. The Agreement was to commence as soon as possible and continue through June 30, 2020 at a cost of \$49,840. **This modification is for a no-cost extension to the Agreement through August 15, 2020.** All other terms and conditions remain as previously approved. This modification was approved by Janette Hun on June 23, 2020. Department—Business Services – Information Systems
72. Dual Enrollment Agreement with **St. Petersburg Catholic High School (SCHS)** that will allow eligible SCHS students to enroll in AA, AS and AAS degree or Certificate programs and take Dual Enrollment classes while in high school. Students will receive high school and college credit for the Dual Enrollment classes completed and will not be required to pay tuition and lab fees. The Agreement will commence August 1, 2020 and continue for the period of one year. The instructional costs to the College are yet to be determined and will be based on student enrollment in each class. This item was approved by Susan Demers on June 16, 2020. Department—Dual Enrollment/Early College
73. Agreement with **St. Petersburg Downtown Partnership, Inc. (SPDP)** to continue to lease space at the Downtown Center for the period of July 1, 2020 through June 30, 2021. SPDP will pay the College an amount of \$12,013.20 over this period. This item was approved by Janette Hunt on May 11, 2020. Departments—Financial and Business Operations and Facilities Planning
74. Agreement with **Tampa Bay Business Journal** to run digital banner advertisements from June 1, 2020 through June 30, 2020. The cost to the College for this Agreement will be \$6,546. This item was approved by Jesse Turtle on April 21, 2020. Department—Marketing & Strategic Communications

75. Agreement with **Trend Magazine, Inc. (Florida Trend)** for a half-page advertisement in Florida Trend's NEXT Magazine at a cost to the College of \$5,000. The Agreement will commence as soon as possible and continue through June 11, 2020. This item was approved by Jesse Turtle on April 22, 2020. Department—Marketing and Strategic Communications
76. Agreement with **WorkNet Pinellas dba CareerSource Pinellas** to continue to lease space at the Tarpon Springs Campus. The Agreement will commence July 1, 2020 and continue through June 30, 2021. WorkNet Pinellas will pay the College an amount of \$941.20 during the renewal period. This item was approved by Janette Hunt on May 11, 2020. Departments—Finance and Business Operations and Facilities Planning
77. Two Amendments to the Agreement with **Zoom Video Communications, Inc.** to purchase additional licenses for use by faculty and staff to hold online meetings as well as sessions with students. The Amendments reflect increased pro-rated amounts of \$2,209.02 (to purchase 350 additional licenses for a total of 500 licenses) and \$1,147.54 (to purchase 500 additional licenses for a total of 1,000 licenses) through the existing subscription billing cycle (through June 1, 2020). Thereafter, the Online Learning and Services Department will assess the license volume need for the next billing cycle of the Agreement (June 2, 2020 through June 1, 2021) to determine if the number of licenses should be increased or decreased. These Amendments were approved by Janette Hunt on March 17, 2020 and April 6, 2020 respectively. Department—Online Learning and Services
78. Amendment to the Agreement with **Zoom Video Communications, Inc.** to purchase the Webinar 1000 format to allow the Collaborative Labs to conduct webinars for large groups. This Amendment commenced April 15, 2020 and will continue through the existing subscription billing cycle (through June 1, 2020). The additional cost to the College for this period will be \$436.61. Thereafter, should the webinar format need to be continued for the next annual period, additional approval will be sought at that time. The College's Master Agreement with Zoom is through June 1, 2023. This Amendment was approved by Janette Hunt on April 16, 2020. Departments—Online Learning and Services/Collaborative Labs

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

Suzanne Gardner, General Counsel, recommends approval.

August 18, 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:

- **P.O. #109830 – Sierra-Cedar INC** – This is in the amount of \$60,000.00 for consulting services to support Peoplesoft HCM Ssystem Assessment from March to August. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional Services..." **Recommended** by David Creamer, Chief Technology Officer, Information Systems.
- **P.O. #109882 – Sierra-Cedar INC** – This is in the amount of \$49,840.00 for consulting services for Peoplesoft Admin Suport through August. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional Services..." **Recommended** by David Creamer, Chief Technology Officer, Information Systems.
- **P.O. #110138 – Apex Office Products INC**– This is in the amount of \$72,490.80 for collegewide Student Life and Leadership swag. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: "Purchases at ..." **Recommended** by Matt Bowen, Associate Provost.
- **P.O. #110209 – Apex Office Products INC**– This is in the amount of \$47,930.00 for college branded facemasks. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: "Purchases at ..." **Recommended** by Matt Bowen, Associate Provost
- **P.O. #110217 – Thomson West**– This is in the amount of \$40,000.00 to purchase books for the Paralegal program from July to June. **Authority:** SBE & BOT Rule 6Hx23-5.12,

Exemption B: “Educational tests, textbooks...” **Recommended** by Matthew Bodie, Exec Dir of Learning Resources.

- **P.O. #110221 – City of Seminole**– This is in the amount of \$53,642.57 for library staffing from July through June. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption F: “Services or commodities ...” **Recommended** by Matthew Bodie, Exec Dir of Learning Resources.
- **P.O. #110234 – Banc of America Public Capital Corp**– This is in the amount of \$82,354.59 for lease/purchase of equipment. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Purchases at ...” **Recommended** by Gary Falasca, Director of Facilities Services.
- **P.O. #110281 – Apex Office Products INC**– This is in the amount of \$42,179.19 for Back to Campus wellness swag. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Purchases at ...” **Recommended** by Diane DiRocco, Sr Manager of Benefits and Wellness
- **P.O. #110491 – Daikin Applied**– This is in the amount of \$50,235.00 for annual chiller inspections. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Purchases at ...” **Recommended** by Gary Falasca, Director of Facilities Services.
- **P.O. #110502 – Augusoft INC**– This is in the amount of \$59,927.88 for the license and subscription of Lumens products. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption F: “Services or ...” **Recommended** by David Creamer, Chief Technology Officer, Information Systems.
- **P.O. #110533 – Gem Supply Company INC**– This is in the amount of \$45,000.00 for paper towels. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Purchases at ...” **Recommended** by Jason Soler, Facilities Manager of Custodial and Landscape
- **P.O. #110557 – Gem Supply Company INC**– This is in the amount of \$39,000.00 for cleaners and toilet tissue. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Purchases at ...” **Recommended** by Jason Soler, Facilities Manager of Custodial and Landscape
- **P.O. #110563 – Nalco Company LLC**– This is in the amount of \$92,168.50 for water treatments on all sites. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: “Purchases at ...” **Recommended** by Gary Falasca, Director of Facilities Services.
- **P.O. #110579 – Blackboard INC**– This is in the amount of \$229,447.00 for distance learning platform-Blackboard LMS from July 2020 through July 2021. **This is grant funded.** **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information technology ...” **Recommended** by Tonjua Williams, President
- **P.O. #110586 – CDW Government INC**– This is in the amount of \$210,770.00 for video conferencing equipment. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information technology ...” **Recommended** by Tonjua Williams, President

- **P.O. #110589 – Avepoint INC**– This is in the amount of \$54,092.00 for cloud based backups. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information technology ...” **Recommended** by David Creamer, Chief Technology Officer, Information Systems.
- **P.O. #110596 – Hill, Laurie L** – This is in the amount of \$39,100.00 for business development consulting through December. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: “Professional services ...” **Recommended** by Tonjua Williams, President
- **P.O. #110601 – Barnes and Noble College Booksellers LLC**– This is in the amount of \$40,000.00 for books and supplies through June. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption B: “Educational tests, textbooks ...” **Recommended** by Ian Call, Principal, Collegiate High School
- **P.O. #110630 – Level 3 Communications LLC**– This is in the amount of \$96,700.00 for telephone services. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information technology...” **Recommended** by David Creamer, Chief Technology Officer, Information Systems.
- **P.O. #110634 – Oracle America INC**– This is in the amount of \$191,920.42 for cloud services. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information technology...” **Recommended** by Jamelle Conner, VP of Student Affairs.
- **P.O. #110656 – Barnes and Noble College Booksellers LLC**– This is in the amount of \$140,000.00 for SPCHS books and supplies. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption B: “Educational tests, textbooks...” **Recommended** Jamelle Conner, VP of Student Affairs
- **P.O. #110667 – Zoom Video Communications INC**– This is in the amount of \$41,211.40 for video conferencing licensing. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information technology...” **Recommended** by Jamelle Conner, VP of Student Affairs
- **P.O. #110693 – Blackboard INC**– This is in the amount of \$90,000.00 for distance learning platform-Blackboard LMS from July 2020 through July 2021. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: “Information technology ...” **Recommended** by Jamelle Conner, VP of Student Affairs

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

Apex Office Products INC –	P.O. 110138 - \$72,490.80
	P.O. 110209 - \$47,930.00
	P.O. 110281- \$42,179.19
	Total- \$162,599.99

Gem Supply Company INC- P.O. 110533- \$45,000.00
P.O. 110557- \$39,000.00
Total- \$84,000.00

Barnes and Noble College Booksellers LLC-
P.O. 110601- \$40,000.00
P.O. 110656- \$140,000.00
Total- \$180,000.00

Blackboard INC- P.O. 110579- \$229,447.00
P.O. 110693- \$90,000.00
Total- \$319,447.00

Sierra-Cedar INC- P.O. 109830- \$60,000.00
P.O. 109882- \$49,840.00
Total- \$109,840.00

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.

August 18, 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 780 computers, VDI units, Audio Visual equipment and other network related items for use in various academic and administrative departments college wide. The leases, **entered into between March 25, 2020 and July 21, 2020** are for a period of 48-60 months. The cost to the College for these leases is expected to be approximately \$1,514,099. 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 \$13.00. Based on the foregoing, the total cost to the College for these lease agreements will not exceed \$1,514,112. 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) , and approval of the 2020-2021 Budget on June 16, 2020 (Janette Hunt)