

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES February 16, 2021

SPC EPICENTER (1-453)
13805 58th Street N
Clearwater, FL

REGULAR MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. RECOGNITIONS

- A. Presentation of Retirement Resolution
- B. SPC Spotlights

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 January 26, 2021 (*Action*)

V. MONTHLY REPORTS

- A. General Counsel

VI. STRATEGIC FOCUS

A. BUDGET AND FINANCE

- 1. Finance Update - Ms. Janette Hunt, Vice President, Finance and Business Operations, Mr. Hector Lora, Associate Vice President, Budgeting and Mr. Mike Meigs, Associate Vice President, Business and Financial Services (*Presentation*)*

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*)

b. Construction

i. Guaranteed Maximum Price (GMP), Project Number 1707-Z-20-1, Remodel Business Tech – CL (*Action*)

2. Workforce, Community, and Corporate Partnerships Curriculum Changes (*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 2020-2021 College General Operating Budget Report with Tuition Revenue Projections (*Information*)

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

X. PRESIDENT’S REPORT

XI. NEXT MEETING DATE AND SITE

March 23, 2021, Clearwater Campus, ES 104

XII. ADJOURNMENT


If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting February 16, 2021, 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**

February 16, 2021

MEMORANDUM

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
Bodnar, Jennifer	Apprenticeship Coordinator II	Career Connections EpiCenter	2/8/2021 - 6/30/2021
Kledzik, Eric	AVP, Information Technology	Information Systems EpiCenter	2/8/2021 - 6/30/2021
Iregbulem, Ikechukwu (Ike)	Career & Academic Advisor Instructional Allied Health Coordinator	Workforce Institute EpiCenter	2/8/2021 - 6/30/2021
Jones-Cruder, LaTuana	(CCMA)	Workforce Institute EpiCenter	2/8/2021 - 6/30/2021

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Byers, Terry	Accounting Support Specialist	Workforce Institute EpiCenter	2/8/2021

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Negron, Arlenne	Senior Instructional Support Specialist (Acting)	Communications SP/G	2/8/2021

HIRE Temporary			
Name	Title	Department/Location	Effective Date
Whitehead, Yolundra L	Adjunct Faculty, Bach	College of Education TS	2/8/2021
Lombardi, Jennifer L	Adjunct Faculty, HTF Nursing	Nursing HC	2/1/2021
Grabowski, David J	Professional Trainer	Criminal Justice AC	2/1/2021


Jackie Skryd, Chief of Staff, bringing the actions forward, recommends approval.

LH 020521

February 16, 2021

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Approval of a partial Guaranteed Maximum Price (GMP), Project Number 1707-Z-20-1, Remodel Business Tech - CL

Authorization is sought to approve the Guaranteed Maximum Price (GMP) of \$2,822,814.69, data center equipment purchase of \$384,748.60, and to issue all necessary purchase orders to A.D. Morgan Corporation for Project Number 1707-Z-20-1, Remodel Business Tech – CL.

A.D. Morgan Corporation was selected through a Selection Committee as approved by the Board of Trustees on May 19, 2020.

Rowe Architecture, Inc. has completed the 100% drawings. A.D. Morgan Corporation has reviewed the drawings and submitted the GMP of \$2,822,814.69 for project 1707-Z-20-1.

The anticipated date for substantial completion will be 182 Calendar Days from Notice to Commence.


Authorization is also sought to approve the purchase of generator and data center equipment through state contract in the amount of \$384,748.60.

The College will utilize the Direct Purchase Program for this project to realize cost savings. This savings will be reported to the Board at the time of final accounting.

Dr. Tonjua Williams, President; Janette Hunt, Vice President, Finance & Business Operations; and Rodney Wheaton, Associate Vice President, Facilities Planning & Institutional Services.

February 16, 2021

MEMORANDUM

TO: Board of Trustees St. Petersburg College
FROM: Dr. Tonjua Williams, President 
SUBJECT: Workforce, Community, and Corporate Partnerships

Approval is sought for the recommended changes to Workforce Education courses within the 2020-2021 catalog year.

Workforce Education, Technology: Added two new courses to support the sustainability of the certificate program going forward (currently grant funded).

- HDW0700 Google IT Support Professional Certificate Online
- HDW0702 Google IT Support Professional Certificate- Blended

Workforce Education, Technology: Added one new online course to increase the offerings for the Technology program.

- GTS0102 Introduction to GIS - Online

Workforce Education, Business and Finance: Changed two courses increasing the contact hours (BSF0400) and reducing the registration fee (BSF0316).

- BSF0400 Digital Media Marketing Certificate
- BSF0316 Arts Business Academy

Workforce Education, Business: Added one new course to increase the offerings for the Business & Finance program.

- BSF0577 Entrepreneurship Essentials and ESB Certification Exam Prep

Leepa-Rattner Museum of Art (LRMA)

February 2021 Report for SPC BOT

LRMA Fundraising

- LRMA received notice of a \$10,000 bequest distribution with anticipated receipt February 2021.

LRMA Collections:

- LRMA's latest exhibition *About Face: Celebrating Diversity* opened on February 2nd and was featured in that week's Creative Loafing publication.
- *WOMAN-MADE: From the Collection* received a wonderful write-up in Creative Pinellas publication and can be viewed online here:
<https://creativepinellas.org/magazine-items/woman-made-at-the-leepa-rattner/>
- *SPC Visual Arts Faculty Exhibition 2020* closed on Sunday, February 7th.
- Staff is preparing for the installation of two new exhibitions
 - o *Jared Ragland & Cary Norton: Where You Come From Is Gone - Where You Come From is Gone* opens Friday, February 19th on view in the North Galleries of the Museum
 - o *Leonard Baskin: Native American Portraits* and a collaborative exhibition of Native American Artist works from the collections of the Museum and the St. Petersburg College Foundation opens on Friday, February 19th in the center galleries of the Museum.

LRMA Programming

- Online educational classes for the Museum continue to be both popular and lucrative. Upcoming classes include:
 - o Tampa Bay History – March 2021
- Upcoming programs include:
 - o Collaborative Program with the Seminole Tribe of Florida (TBD)
 - o Virtual Happy Hour – Tuesdays 5:30 – 6:30pm
 - o Exhibition Virtual Reception and Artist Talk – Friday, February 19th, 6:00 – 7:00pm

February 2021

Programs

February 18, 2021 (1:00 pm-2:00 pm)

Economic Series II- Institute for Strategic Policy Solutions and Institute for Economic Evolution Benefit Corporations in Florida: Cultivating B Corps for people, planet, and prosperity

With more than 3,500 B Corporations in the world and two successful B Corp initial public offerings in 2020, the “business as a force for good” movement is growing. B Corp Certification empowers corporate improvement through metrics that address long-term profitability, climate impact and social justice among others. How can Florida harness this momentum and compete globally by building an economic climate that promotes human flourishing and environmental health. [Register Here](#)

February 19, 2021 (11:30 am to 1:00 pm)

Guardianship Series I- Institute for Strategic Policy Solutions, Fisher and Sauls and the Brennan Law Firm

What is a Guardianship and when is it appropriate?

Part I of the series will explore the following issues regarding what is a guardianship, the types of guardianship, when it is appropriate and alternatives to guardianship. Most importantly it will evaluate policy issues related to guardianships. [Register Here](#)

February 25, 2021 (11:00 am to 12:00 pm)

What Does Justice Mean?

In partnership with Student Life and Leadership, ISPS will host Justice Peggy Quince for a discussion of what justice means and the impact of COVID-19 on the criminal justice system for Black History Month.

[Register Here](#)

ISPS- News

ISPS welcomes new board members: Daniel Mageras, CFP, a certified financial planner; Jo-Lynn Brown, managing editor for Tampa Bay Business and Wealth Magazine; and Elizabeth Sembler, retired educator and school administrator. We are also proud to collaborate with The Factory St. Pete located at 2622 Fairfield Avenue So, St. Petersburg, to expand our footprint in the County.



Kindly follow us on:



Kimberly G. Jackson, Esq.
Executive Director, ISPS

ST. PETERSBURG COLLEGE FOUNDATION BOARD REPORT 1/31/21

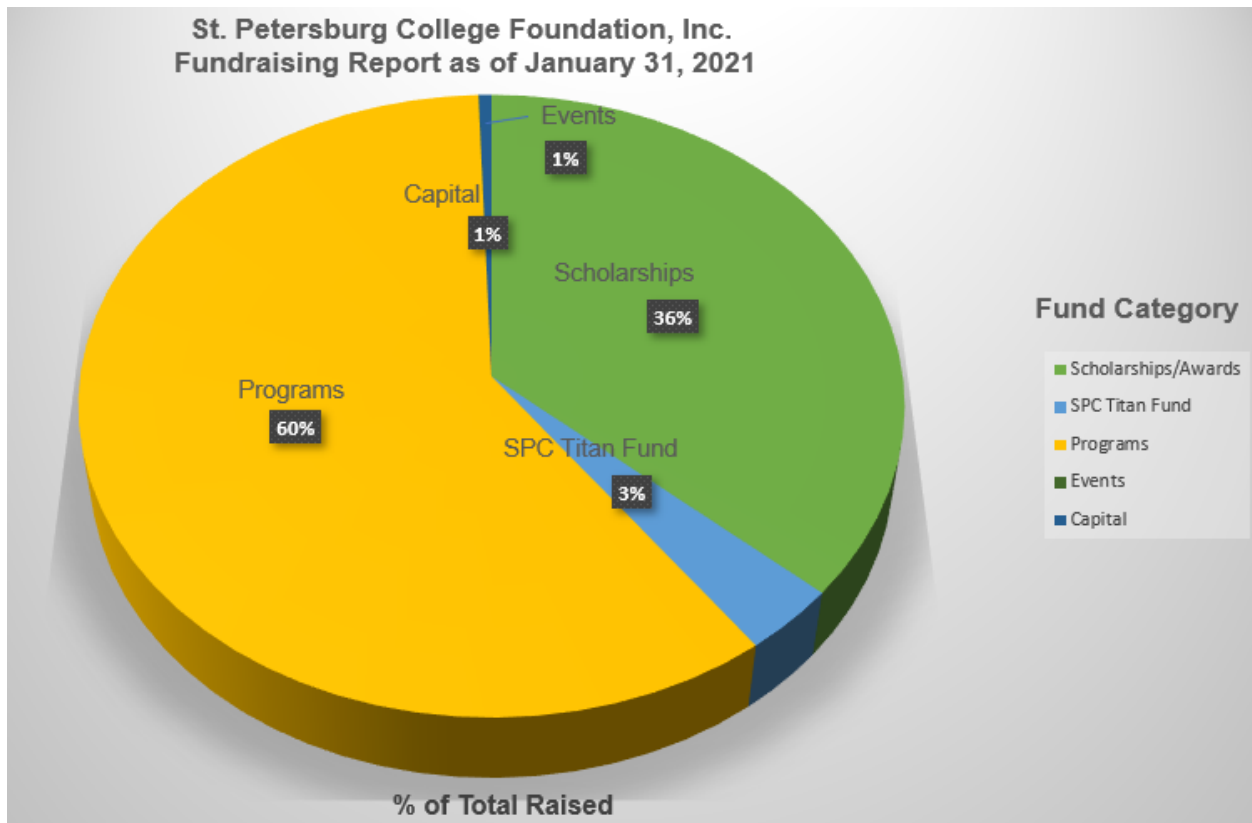
Board Members: Joseph G. Blanton, Jaclyn Boland, Josh Bomstein, Johnny V. Boykins, R. Michael Carroll, Beth Horner, Bill McCloud, Mike Meigs (Treasurer), Steven R. Shepard (Chair), Shan Shikarpuri, Nathan Stonecipher (SPCF/BOT), Jesse Turtle (Secretary), Rich Warshof, Richard Winning (Vice Chair) and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

Fundraising Report

Fundraising Goal; As of January 31, 2021, the Foundation has raised over \$3.69M in donor contributions.

- \$1,345,160 was raised for SPC student scholarships
- \$2,199,292 for College program support.
- \$128,053 for the SPC Titan Fund

The donations received through January 31, 2021 met 119% of the Foundation’s fundraising goal for the fiscal year ending March 31, 2021.



As of January 31, 2021, the Foundation provided the following support to SPC:

- \$1,635,511 in scholarships to SPC students.
- \$1,298,590 in program support, providing support to such programs as
 - Hough Family Health Education Program
 - Palladium Theater
 - College of Nursing
 - College of Education
 - Fire Science Department
 - Alumni Association Awards
 - SPC Institute for Strategic Policy Solutions
 - Cecil B. Keene Summer Program
 - Leepa Rattner Museum of Art
 - Students Trip to Tallahassee
 - Brother to Brother Program
 - Men Achieving Excellence / Women on the Way Programs

Current Highlights:

- Estate of Diane Byrne - \$135,707.85 to support the Morris and Sue Freidman Endowed Scholarship.
- Wendell R. Ware Trust - \$37,625 to support the Wendell Ware Endowed Scholarship.
- Ms. Helen K. Leslie - \$25,000 to support the First Generation Scholarship Fund.
- Mr. and Mrs. Richard Warshof - \$25,000 of which \$15,000 designated to support the SPC Titan Fund and \$10,000 designated to support the First Generation Scholarship Fund.
- The Shifting Foundation - \$15,000 to support the SPC Plume Poetry Program Fund.
- Mr. Alfred T. May - \$5,000 to support the First Generation Scholarship Fund.
- Thomas A. and Mary S. James Foundation - \$2,500 to support the SPC Titan Fund.
- The Tampa Bay Super Bowl LV Host Committee - pledged \$15,000 Microgrant for the Social Justice Institute.
- The Foundation will host the second presentation in the Coffee with Christina series on Saturday, February 27th to engage recent alumni.
- The Foundation will host the Donors and Scholars Virtual Event on Tuesday, March 30th.




Palladium Board Report February 2021

1. The Palladium launched a six-show *Palladium Live* streaming series in February. The series continues through the end of April. Shows feature top Palladium performers and include jazz, blues, chamber music and dance.
2. The Palladium is working on rental events that blend a small live audience with video streaming. Gulf Coast Dance and the Tampa Bay Symphony are currently scheduled. We hope to solidify future event dates with the Florida Orchestra and American Stage Theater.
3. Thanks to donor gifts, the Palladium will soon announce our Palladium Creative Class of 2021. Under this new fellowship program, the Palladium is will provide eleven local performers \$2,500 each to create new shows for the theater. A press release will be posted on Monday, February 15th with more details.
4. Our partnership with WUSF Radio continues with *Side Door Live* audio-only concerts airing on the first Friday of each month. These are concerts from our archives. The February 5th concert was from our John Lamb Birthday Celebration in January of 2019, featuring an all-star jazz lineup honoring Duke Ellington Band alum (and former SPC music instructor) John Lamb. The second half of that concert will air on March 5th.
5. The Palladium will be the host site for Mayor Rick Kriseman's annual *State of the City* address. This will be a virtual event with no live audience. The tentative date is Tuesday, February 16th.

February 16, 2021

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

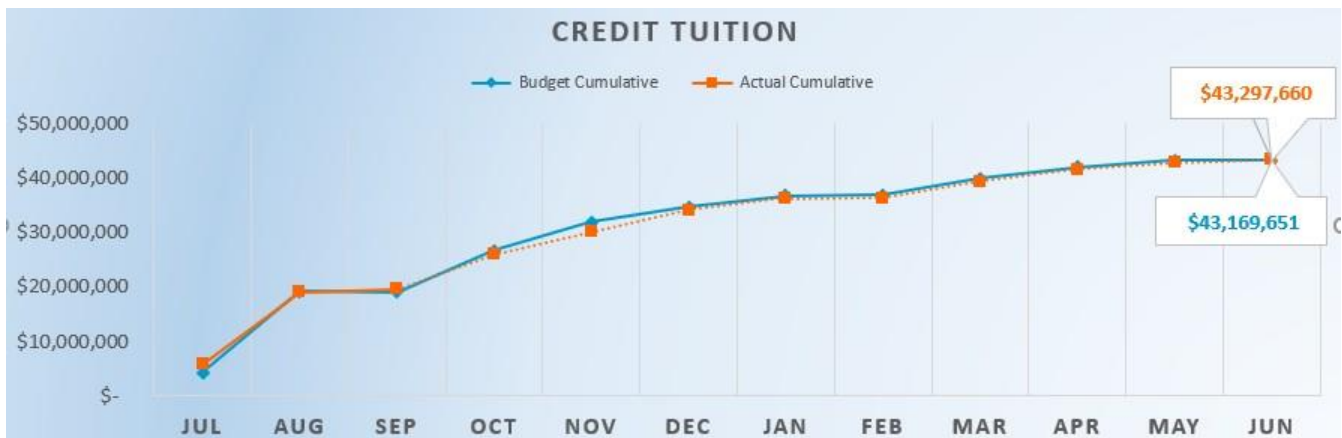
SUBJECT: Fiscal Year 2020-2021 College General Operating Budget Report with Tuition Revenue Projections

The FY20-21 fund 1 operating budget report through January 31, 2021 is attached.

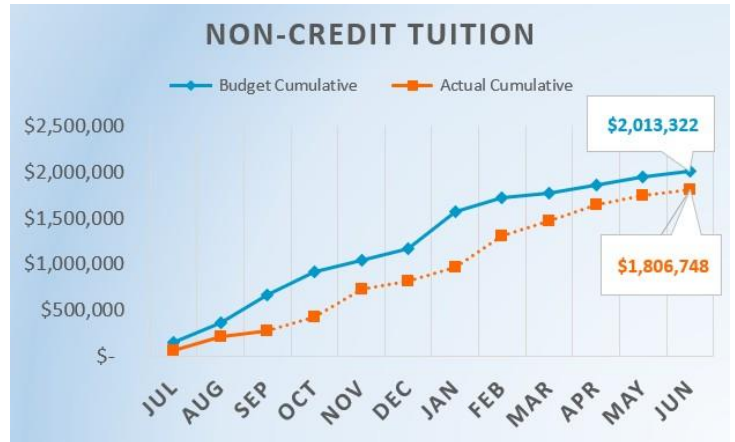
As of January 31, 2021, the overall revenue is \$84.7M, which represents 60.6% of the operating budget. Personnel expense represents 76.5% of the annual operating budget. As of this report date, personnel expense totals \$60.1M or 56.2% of the total budget of personnel expenses. Current and capital expense totals \$13.6M (44%) and \$501K (24.5%), respectively. The net balance of revenue less expense is \$10.5M.

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

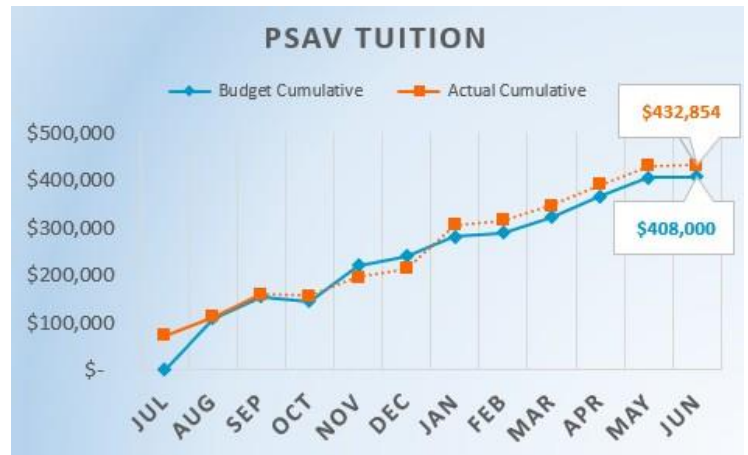
Credit Tuition Revenue – The chart below displays the credit tuition portion of the budget to the trending projected amount. As of January 31, 2021, the tuition projection is \$128K above the budgeted amount.



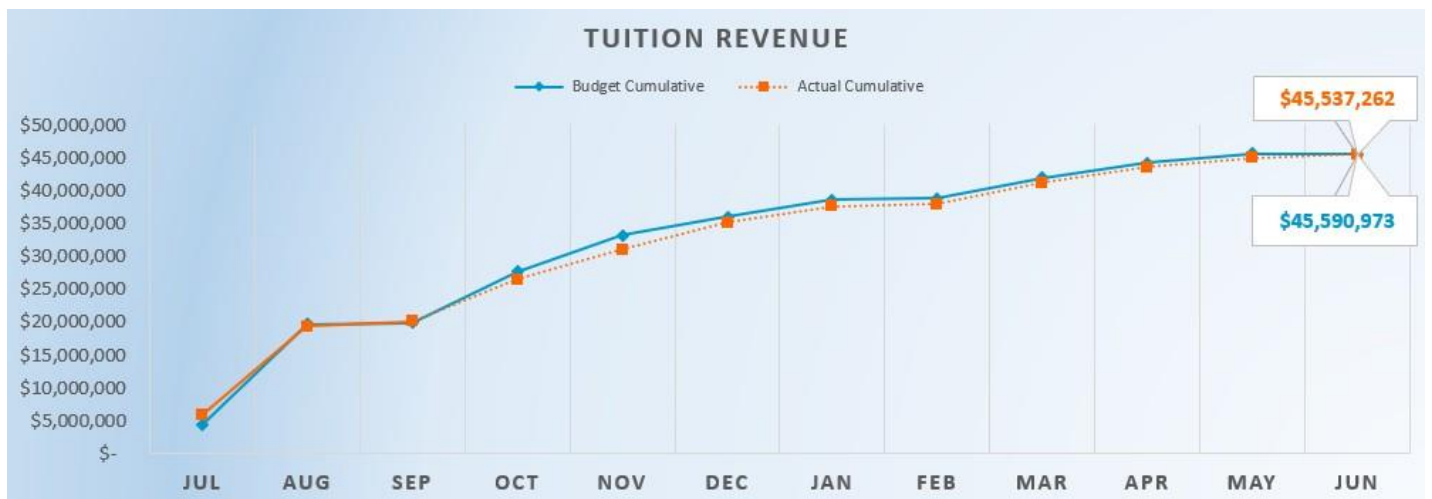
Non-Credit Tuition Revenue – The chart to the right displays the non-credit portion of the budget to the trending projected amount. As of January 31, 2021, the tuition projection is \$206K below the budgeted amount. *The chart does not include the Rapid Credentials.



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 January 31, 2021, the tuition projection is 24.8K above the budgeted amount.



Total Tuition Revenue - The chart below displays the total operating tuition budget to the trending projected amount. As of January 31, 2021, the overall tuition projection is \$53.7K below the budgeted amount.



Janette Hunt, Vice President, Finance & Business Operations; Hector Lora, Vice President, Budgeting.



Operating Budget Report
January 31, 2021

	Budget	Actual	% of YTD
Revenue			
Student Tuition	\$ 45,590,973	\$ 37,473,133	82.2%
State Appropriation - FCS	\$ 62,444,891	\$ 33,118,466	53.0%
State Appropriation - Lottery	\$ 10,481,424	\$ -	0.0%
State Appropriation - Performance Funding	\$ 2,490,328	\$ 928,067	37.3%
Learning Support Access Fee	\$ 1,448,167	\$ 1,106,631	76.4%
Distance Learning Fee	\$ 3,596,130	\$ 4,840,528	134.6%
Technology Fee	\$ 2,230,419	\$ 1,794,902	80.5%
Lab Revenue Fees	\$ 1,902,742	\$ 1,182,941	62.2%
Industry Certifications	\$ 700,000	\$ -	0.0%
Other Revenues	\$ 4,964,169	\$ 2,819,307	56.8%
Other Student Fees	\$ 732,800	\$ 350,020	47.8%
Fund Transfers In	\$ 2,000,000	\$ 1,184,653	59.2%
Reserve	\$ 1,424,212	\$ -	0.0%
Total Revenue	\$ 140,006,255	\$ 84,798,649	60.6%
	Budget	Actual	% of YTD
Personnel & Benefits			
Instructional/Faculty-Full time	\$ 23,746,044	\$ 14,409,560	60.7%
Administrative & Professional	\$ 24,429,658	\$ 13,685,659	56.0%
Career Service (includes OT)	\$ 17,667,689	\$ 9,570,751	54.2%
Adjunct	\$ 7,931,912	\$ 4,261,963	53.7%
Supplemental	\$ 4,258,982	\$ 2,687,807	63.1%
Other Personal Services (OPS)	\$ 1,686,557	\$ 664,051	39.4%
Student Assistants	\$ 422,851	\$ 68,336	16.2%
Health Insurance	\$ 14,228,379	\$ 7,415,938	52.1%
Other Benefits	\$ 12,372,915	\$ 7,403,416	59.8%
Other Personnel Expenses	\$ 304,955	\$ -	0.0%
Total Personnel & Benefits	\$ 107,049,942	\$ 60,167,482	56.2%
Current Expense			
Bad Debt/Unemployment	\$ 945,600	\$ 3,835	0.4%
Insurance (Non Health)	\$ 2,688,420	\$ 1,855,075	69.0%
Repairs & Maint	\$ 979,626	\$ 481,572	49.2%
Scholarships/Fee Waivers	\$ 2,639,842	\$ 1,928,151	73.0%
Services and Fees	\$ 4,434,188	\$ 2,213,615	49.9%
Materials and Supplies	\$ 3,889,122	\$ 1,462,488	37.6%
Travel	\$ 394,947	\$ 17,791	4.5%
Utilities	\$ 5,195,058	\$ 2,966,119	57.1%
Other Current Expense	\$ 6,118,037	\$ 522,709	8.5%
Tech Expense/Licensing	\$ 3,627,486	\$ 2,141,015	59.0%
Total Current Expense	\$ 30,912,326	\$ 13,592,369	44.0%
Capital			
Computer Refresh Leases	\$ 1,753,697	\$ 435,887	24.9%
Capital Purchases	\$ 290,290	\$ 64,783	22.3%
Total Capital	\$ 2,043,987	\$ 500,670	24.5%
Total Operating	\$ 140,006,255	\$ 74,260,521	53.0%
Balance	\$ -	\$ 10,538,128	