

## BOARD OF TRUSTEES' WELCOME GUIDE 2015-16



















Dear Board of Trustees member:

Welcome to St. Petersburg College and membership on the Board of Trustees. I am honored you have chosen to share your insight, talents and skills with us and can assure you your participation will have an important impact on our Board, students, faculty and staff. You will have the opportunity to make a lasting difference in the lives of many.

As you may already know, St. Petersburg College has long served the area as a respected, accessible and affordable option for higher education opportunities. Most Pinellas County families have ties to our college and surveys show they are pleased with the education they received here. In a recent survey of our graduates, 98 percent said they would recommend St. Petersburg College to a friend.

You will find that the college works closely with local business and community leaders and frequently updates its curriculum to meet immediate workforce needs. Pinellas County schools are filled with teachers who are SPC graduates. Hospitals are staffed with SPC-educated nurses and other health care professionals. And chances are the policeman, firefighter or paramedic who comes to your aid in an emergency was trained here as well.

I have found service on SPC's Board of Trustees to be enjoyable and rewarding and I hope you will too. I look forward to working with you as we seek to not only maintain but enhance the work and reputation of this fine college.

Sincerely,

Jeffrey "Dale" Oliver Chairman of the Board

#### Dear Board of Trustees member:

Congratulations on your recent appointment to serve as a member of the St. Petersburg College Board of Trustees. As a newly appointed trustee, you are embarking on an exciting undertaking that will make you a part of the life of the college, and the college very much a part of your life. As a member of the college's governing board, you will be intimately involved in guiding an institution that improves the lives of the citizenry in its county service region. It is an important responsibility. You are to be commended for your willingness to donate your time for the good of your fellow citizens.

Your experience, vision and perspective as a community leader will be of great value as you consider global matters relating to the college's mission, service, effectiveness and directions for the future.

In a strict financial sense, you will not be compensated for your job as a trustee. But in a larger sense, you will get enormous dividends from your service to the college. As a trustee of a learning institution, you will learn and grow in many ways, along with the students.

This orientation guide is designed to acquaint you with St. Petersburg College and the principles of effective trusteeship. We hope that the information contained within will provide a reference that will help you to carry out your duties in a confident and informed manner.

Each new trustee faces a challenging period of orientation to the Board, the college and the art of trusteeship. Open communication between the Board and the President is vital to effective administration of the college. Please know that I am here, in part, to help you be the very best trustee you can be. I look forward to a long and mutually beneficial relationship between you and St. Petersburg College, and want to congratulate you again on your prestigious appointment.







## **Mission, Values and Vision**

At St. Petersburg College we believe all students deserve a quality education for a reasonable fee in a convenient and comfortable setting conducive to learning. In January 2013, the Board of Trustees approved revised mission statements adding the college's vision and values. The Vision and Values statements were developed over six months by committees totaling more than 75 students, faculty, career staff and administrative personnel.

The new, simpler mission statement solidifies our purpose. The delineated vision and values offer the foundation for strategic decisions.

Mission: Promote student success and enrich our communities through education, career development and self-discovery.

Vision:

a great college transforming the lives.... of our students, of our communities, of our employees

## Values Statements:

#### Student Focus

We believe students are the heart of SPC. All SPC resources, decisions, and efforts are aligned to transform students' lives to empower them to finish what they start.

#### Academic Excellence

We promote academic excellence through interactive, innovative, and inquirycentered teaching and learning.

#### **Outstanding Service**

We commit to a culture where excellent service is expected and delivered by all SPC employees.

#### Diversity

We foster a learning community in which the values, goals, and learning styles of all students and members of the college community are recognized and supported.

#### **Ethics**

We are dedicated to the highest standards of ethics and integrity while promoting a culture of stewardship.

#### **Culture of Inquiry**

We encourage a data-driven environment that allows for open, honest dialogue about who we are, what we do, and how we continue to improve student success.

#### **Partnerships**

We nurture relationships within the college and community that allow us to grow our knowledge, expand our reach, and strengthen our impact on those we serve.

#### Transparency

We embrace openness in communication by providing access to college processes and procedures, expenditures, institutional effectiveness, and student success rates.

#### Leadership and Empowerment

We are committed to the authority to lead and the creativity to inspire by providing accessible learning opportunities responsive to a range of community needs.

#### **Global Citizenship**

We broaden perspectives and promote the principles of civil discourse and ethical responsibility in social, cultural, and environmental matters both locally and abroad.



#### Innovation

We actively seek and create new tools and techniques that facilitate and encourage cutting edge innovation in student education and services.

#### **Mutual Respect**

We make a commitment to treat all members of SPC and our communities with mutual respect and empathy.

#### **Professional Development**

We commit to providing all SPC employees ongoing opportunities for personal and professional growth.

## Strategic objectives for 2015-16

In December, Board of Trustee members met in small groups with faculty and staff to identify strategic priorities. During January and February, staff collegewide submitted proposals for initiatives to support these priorities. The proposal presentations were streamed live to all college employees.

- Enhancement of the College Experience: Student Success initiative.
- Develop academic and instructional retention initiatives.
- Continuation of strategic enrollment growth plan.
- Marketing and Strategic Communication plans for website redesign and CRM integration.
- Strengthening strategic community initiatives linking to student success and job placement.
- Continued employee professional development.

## St. Petersburg College by the numbers

## WHERE ARE MOST SPC STUDENTS FROM? 70% 50% 77% CREDIT SEEKING **98**% PART-TIME STUDENTS ARE 25+ YEARS OLD IOULD RECCOME OF TO BEREN STUDENTS THERE ARE ABOUT SIX FEMALE STUDENTS ENROLLED 4%



SPC WAS FLORIDA'S FIRST TWO YEAR COLLEGE & THE FIRST TO OFFER BACHELOR'S DEGREES





OF THE ENTIRE

ECONOMY

## **Board of Trustees Members**



#### Jeffrey "Dale" Oliver, Chair

Dale Oliver, of St. Petersburg, is the vice president of operations/co-owner for Power Grid Engineering, LLC, a Winter Springs based engineering firm specializing in electric utility engineering consulting. Previously, he served as Vice President at Progress Energy from 2001-2012 and spent almost 20 years in various leadership roles at Georgia Power. He also serves on the Board of Trustees of St. Anthony's Hospital. He received his bachelor's degree in electrical engineering from the Georgia Institute of Technology and his master's degree in business administration from Georgia State University. He is a registered professional engineer in Florida, Georgia and North Carolina, and a graduate of Leadership Florida. Oliver was appointed in December 2012; his term expires in May, 2015.



#### Lauralee Westine, Vice Chair

Lauralee Westine of Palm Harbor is an attorney with Lauralee Westine Law Offices PA. She has earned her Juris Doctorate from Stetson University College of Law and her MBA from Stetson University Graduate School of Business. After leaving the Pinellas County State Attorney's Office in 1999, she has been zoning and permitting cell towers and other type towers throughout the State of Florida. Westine was appointed in September, 2013; her term expires in May 2017.



#### **Bill Foster**

Bill Foster, of St. Petersburg, is the former mayor of the City of St. Petersburg. An attorney at Foster and Foster, P.A., he spent 10 years on the St. Petersburg City Council, two years as chairman. He has been a participating member of St. Petersburg Vision 2020, the Pinellas County Annexation Task Force, the NAACP and the St. Petersburg History Museum. He is a graduate of Northeast High School, Samford University and the Cumberland Law School at Samford University. He was appointed for a term beginning December 18, 2015, and ending May 31, 2019.



#### **Deveron M. Gibbons**

Deveron M. Gibbons, of St. Petersburg, has been vice president of Public Affairs with the Amscot Corporation since 2005. Previously, he was senior government affairs advisor at Holland and Knight from 2003 to 2005 and director of government affairs for the Department of Community Affairs from 2000 to 2001. A St. Petersburg native, he received his Bachelor of Arts in Political Science from the University of Florida in 1995 and his master's in Public Administration from the University of South Florida in 2006. His association with SPC began at age 3, when he would accompany his mother to the library on what is now the St. Petersburg/Gibbs Campus. Originally appointed in June, 2006, Gibbons was reappointed for a term beginning June 12, 2015, and ending May 31, 2018.



#### **Nathan Stonecipher**

Nathan Stonecipher, of St. Petersburg, is co-owner of Green Bench Brewing Co. and a member of the Board of Directors of the EDGE Business District Association in St. Petersburg. A Pinellas County native, he is a graduate of St. Petersburg College and the University of Florida. He previously was vice president of Directed Capital Resources LLC and was an assistant bond trader with Raymond James Financial. Stonecipher was appointed for a term beginning Dec. 18, 2015, and ending May 31, 2018. Trustees emeriti of St. Petersburg College (formerly known as St. Petersburg Junior College) since the Board of Trustees was created in 1968 are: Arthur Libby Albers\* Bridgette Bello Philip Benjamin\* Evelyn Bilirakis Stanley A. Brandimore\* Terrence E. Brett L. Chauncey Brown\* Janice C. Buchanan Kenneth P. Burke Laurel J. Chadwick Pamela Jo Davis Robert J. Fine Jr. William W. Gilkey\* Thomas H. Gregory Lacy R. Harwell\* Paul Hatchett\* James E. Hendry\* Ann G. Hines\* H. W. Holland\* W. Richard Johnston Susan D. Jones Cecil B. Keene\* Joseph H. Lang (designated Chairman Emeritus) Beatrice Lewis\* E. C. Marquardt\* J. Patrick McElroy Demos A. Megaloudis\* Gary Megaloudis Reina C. Pollack Kenneth T. Welch Mac J. Williams\* Robert C. Young

\* deceased

## **Role of the Board of Trustees**

The basic structure of Florida's system of public education contains four primary sectors:

- Elementary and secondary education ("K-12"), under the direction of the State Board of Education, locally governed by elected school boards.
- **The Division of Vocational Education (DVE)** also is under the governance of the State Board of Education. The DVE supports programs (rather than institutions) with the primary focus on GED and Adult Basic Education.
- The Florida College Systems (FCS), responsible to the State Board of Education, led by instructional Boards of Trustees appointed by the Governor and confirmed by the Florida Senate; there are 28 institutions in the FCS, all of which began as a community college. At present, 24 of the institutions are authorized to offer baccalaureate degrees. In 2001, SPC became the first college to award such degrees and is the largest and most sophisticated of the 28 colleges in this regard.
- The State University System of Florida (SUS), governed by the constitutionally established Board of Governors, guided by Boards of Trustees with a designated range of responsibility and authority; there are 11 institutions in the SUS.

State law provides that the state college Board of Trustees is responsible for costeffective policy decisions appropriate to the college's mission, the implementation of high-quality programs within the law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting and education standards (1001.64(1), Florida Statutes).

Generally, the role of the Board is described as that of policy and finance. The role of the President is described as administration and management.

## **Strategic duties**

The monthly meetings of the Board of Trustees are undertaken in fulfillment of statutory authority and rules of the State Board of Education. The meetings are organized to facilitate:

- Required, specific actions of the board in matters relating to contracts, purchases, personnel, facilities or other similar matters
- Review of the college's operating budget and related financial matters
- Review of specific programs and activities that represent prior Board decisions
- Updates on matters relating to actions of the Florida Legislature and other state and federal agencies
- Updates on matters of importance from the campus provosts and site executives, Chair of the Faculty Governance Organization and Chair of the Career Employees Advisory Council

The Board will generally use a portion of its monthly meetings for workshop activities in the development of the annual operating budget, its revenue and tuition planning and its facilities review and planning. The college operating budget is developed over the January to May time frame to allow for any modifications or constraints that may emerge as a result of legislative activities.



Frances Neu, Vice President, Institutional Advancement and Executive Director of the Foundation, addresses the board.

## Responsibilities

State law authorizes the SPC Board of Trustees to adopt rules, procedures and policies consistent with law and rules of the State Board of Education related to its mission and responsibilities (1001.64(4) (b), Florida Statutes). According to statute, the Board has authority for policies related to:

- Institutional governance
- Personnel
- Budget and financial management
- Administration
- Programs
- Curriculum and instruction
- Buildings and grounds
- Physical plant management
- Travel and purchasing
- Technology
- Students (enrollment of students, student records, student activities, financial assistance and other student services)
- Contracts, grants and college property

It is the President's responsibility to implement these policies through the college administration, faculty and staff.

The Board is granted authority as a body; no individual Board member may take official action without the consent of the entire Board.

The Board of Trustees conducts open meetings in accordance with Florida's Government in the Sunshine Law, which stipulates that all discussions of college business by two or more Board members must be advertised and open to public attendance.

Board meetings are held regularly on the third Tuesday of each calendar month. At its first regular meeting after July 1 of each year, the Board of Trustees organizes by electing a chairman and a vice chairman (1001.61(4), Florida Statutes).

## **Conflict of Interest Policy**

College trustees (and employees) are subject to the College's policies regarding standards of conduct, as well as Florida's "Code of Ethics for Public Officers and Employees," and are expected to operate with the highest level of honesty, accuracy and responsibility. Institutional policy on conflict of interest can be found in the Board of Trustees' Rules and College Procedures (P6Hx23-2.031), which includes but is not limited to:

#### Solicitation and acceptance of gifts or travel

Trustees may not solicit or accept gifts or gratuities that give the appearance that a gift improperly influenced business decisions, or accept business travel paid for by individuals doing business with the College.

#### Doing business and conflict of interest

Trustees may not have any interest, engage in any business transaction or professional activity, or incur any obligation of any nature, which is in substantial conflict with the proper discharge of his or her duties. This includes acting in his or her official capacity as a trustee to directly or indirectly purchase, rent or lease any realty, goods or services from any business entity of which the individual is an officer, partner, director or proprietor, or in which such person's spouse or child has a material interest.

#### Unauthorized compensation and employment conflict

Trustees may not hold employment or a contractual relationship with any business entity doing business with the College where it would create a continuing or reoccurring conflict between his or her private interests and responsibility as trustee, or otherwise impede the full and faithful discharge of public duties.

#### Misuse of public position and fraud

A college trustee or employee may not use his or her position to gain a privilege, benefit or exemption, or by deliberate act, obtain a benefit, position or financial gain by misrepresentation, deception or any other type of fraudulent practice.

#### Voting conflicts

Trustees may not participate in the deliberating and voting process in an official capacity on any measure which would inure to his or her private gain or which he or she knows or suspects has the potential to inure to a private gain for that trustee or a relative or business associate without first disclosing the nature of their interest in the matter. Where a conflict of interest is identified, a trustee must abstain from deliberating and voting, and publicly state the nature of his or her interest in the matter. In such a case, the trustee must disclose the nature of his or her interest, and a record of the disclosure and abstention shall be incorporated into the minutes of the Board meeting.

## **Sunshine Law**

Florida's *Government in the Sunshine Law* (§286.011 F.S.), commonly referred to as the Sunshine Law, provides a right of access to governmental proceedings at both the state and local levels, and is applicable to appointed boards such as a state college Board of Trustees.

There are three basic meeting requirements:

- 1. Meetings of public boards or commissions must be open to the public.
- 2. Reasonable notice of such meetings must be given.
- 3. Minutes of the meetings must be taken.

#### Access to meetings

Public access to meetings is a key element of the Sunshine Law and public agencies are advised to avoid holding meetings in places not easily accessible to the public. Those with disabilities must be granted reasonable accessibility. In addition, discussions at such meetings that are audible only to those seated at the board table may violate the "openness" requirement of the law.

#### • What communications are covered?

Sunshine Law extends to any discussions and deliberations of the Board, as well as formal action and decision-making. There is no requirement that a quorum be present. Instead, the law applies to any gathering, whether formal or casual, of two or more members of the same board to discuss some matter on which foreseeable action will be taken at a public meeting. It is the discussions and deliberations by officials in reaching a decision, which interests the public – not merely the final decision.

Communication by one trustee to inform other members of a subject which will be discussed at a public meeting is not a violation of the Sunshine Law if, prior to the meeting, there is no discussion and deliberation among the board members. If, however, the communication is circulated among Board members for discussion with comments being provided to other members, there is interaction among the trustees which may be a violation. These communications can be in the form of verbal conversations, written correspondence, electronic mail and text messaging, and even use of social media. Communications by trustees on the College's facebook page regarding college business is subject to Sunshine Law. Thus, trustees should not engage in an exchange or discussion of any matter that foreseeably will come before the Board for official action.

#### Delegation of authority and committees

Appointed committees whose powers are limited and possess no authority to bind that agency may be subject to the Sunshine Law. A limited exception to the applicability of the Sunshine Law has been recognized for committees

Continued on next page.

#### Sunshine Law continued

established for fact-finding only. However, when a committee has a decision-making function in addition to fact-finding, the Sunshine Law is applicable to those meetings and communications.

#### Social meetings of board members

Members of a public board or commission are not prohibited under the Sunshine Law from meeting together socially, provided that matters that come before the Board are not discussed at such gatherings.

#### Violations of Sunshine Law

Any member of a board or commission who knowingly violates the Sunshine Law is guilty of a second degree misdemeanor. Florida law imposes noncriminal penalties for violations, in most cases punishable by a fine. A trustee may be removed from office for a violation by executive order of the Governor. When a method for removal from office is not otherwise provided by the Constitution or by law, the Governor may suspend an appointed public officer for any misdemeanor arising directly out of his or her official duties.

#### Impact on board decisions

Sunshine Law provides that no resolution, rule, regulation or formal action shall be considered binding except as taken or made at an open meeting. Courts have held that decisions or actions taken in violation of the Sunshine Law may be deemed invalid as if they did not occur. However, where the Board does not merely perfunctorily ratify or accept such decision at a later open meeting, but rather takes "independent final action in the sunshine," the decision or action will stand and the violation deemed "cured."



Dr. Law discusses policies at BOT meeting.



President Bill Law at graduation

## **Role of the President**

The President is the chief executive officer and is responsible for the operation and administration of the state college as defined in state law (1001.65, Florida Statutes). The President also serves as the executive officer and corporate secretary for the SPC Board of Trustees and is responsible to the Board for all operations of the college and for setting the agenda for Board meetings in consultation with the chair (1001.61(5), Florida Statutes). The President is not a voting member of the Board and therefore is ineligible to serve as its presiding officer (6A-14.0262(2), Florida State Board of Education Administrative Rules).

The Board is charged with the selection of the President and the annual evaluation of the President's performance on assigned duties and responsibilities.

### **General powers of the President**

The President shall:

- Provide advice and counsel the Board of Trustees and recommend Board action; provide primary leadership to the development of a strategic plan for the college, to be adopted by the Board of Trustees
- Exercise general administration of the college to determine needs and recommend improvements; create, modify and review the personnel and staffing levels
- Develop an annual operating budget for the college for review and approval by the Board of Trustees
- Develop an annual and long-range facilities plan for the college in conformance with guidelines provided by the State Board of Education and the Florida Legislature
- Establish operating procedures derived from the general statutory authority of the Board of Trustees and from delegated authority provided by the Board of Trustees
- Recommend and implement standards for the operation of the college programs and for student completion of instructional programs
- Perform duties and exercise responsibilities assigned by law, by rules of the State Board of Education, and by the Board of Trustees
- Delegate authority necessary to ensure that laws and rules are executed efficiently

## **Executive Leadership**













Dr. William D. Law, Jr. became St. Petersburg College's sixth president on June 7, 2010.

At the time of his appointment, Dr. Law was serving as President of Tallahassee Community College, a position he had held since 2002. Before joining Tallahassee Community College, Dr. Law had been the founding president of Montgomery College in suburban Houston, serving in that role for 10 years. From 1988 to 1992, Law was president of Lincoln Land Community College in Springfield, III.

Early in his career, Dr. Law served as staff director of the Florida House of Representatives' Committee on Higher Education and worked for the Florida Board of Regents. In 1981, he became the vice president of Institutional and Program Planning at St. Petersburg College (then St. Petersburg Junior College), where he worked until 1988.

Dr. Law earned a Bachelor of Arts degree in English from LeMonye College and a master's degree and doctorate in Design and Management of Postsecondary Education from Florida State University.

In his several presidential positions, Dr. Law has become well known as an advocate of economic and workforce development, student success and community outreach. He currently serves on the boards of:

- Center for Community College Student Success (CCCSE) National Advisory Board
- Community College Research Center (CCRC)/National Center for Postsecondary Research
- National Community College Advisory Council Educational Testing Service (ETS)
- Career Source Pinellas
- Bon Secours St. Petersburg Health System
- Pinellas County Economic Development
- Florida Chamber Foundation
- St. Petersburg Chamber of Commerce

His effort to increase student success has allowed him to work at state and national levels and has provided opportunities such as consulting with the Bill and Melinda Gates Foundation, providing expert testimony to the United States House of Representatives and serving as a member of the Florida Task Force on Community College Baccalaureate Education.

When not working, he enjoys running and has completed more than two dozen marathons, including seven Boston Marathons. He also enjoys traveling and following new technologies. He and his wife, Pat, are the parents of two adult sons and two grandchildren.

## **Senior Leadership**

#### Anne Cooper

Senior Vice President Instructional and Academic Programs

She has a bachelor's degree in

psychology/pre-med from the University of Hawaii, a master's degree in experimental psychology from the University of Texas, and a doctorate in counseling and social psychology from the University of Wales in Great Britain.

She came to SPC in 1990 as a faculty member at the Tarpon Springs Campus. Later she served as a program director for Fine Arts and Social Sciences. Prior to appointment to her current position, she served as provost on the Clearwater Campus.

#### James "Jesse" Coraggio

Vice President, Institutional Effectiveness and Academic Services



He has an associate degree from SPC, a bachelor's degree in mass communications from the University of South Florida, as well as a master's degree in education and a doctorate in curriculum and instruction from the University of South Florida. He came to SPC in 2006 as an assessment coordinator for academic programs. Most recently he served as the executive director of Institutional Research and Effectiveness. In 2011, he was the winner of the Exemplary Institutional Effectiveness Practice Award presented by the Association of Florida Colleges. He is a published author and has won numerous awards for his written works.

#### **Brian Miles**

Vice President, Administrative/ Business Services and Information Technology



He has a bachelor's degree from the U.S. Military Academy, a J.D. from Nova Southeastern University, and is pursuing an MBA from the University of Memphis. He came to SPC in 2012 as Associate General Counsel and subsequently served as AVP of Administrative Planning and Operations Support before holding his current position. His responsibilities include leading and overseeing financial operations, information services, budget planning and analysis, human resources, facilities and compliance.

#### **Tonjua Williams** Senior Vice President, Student Services

She has a bachelor's degree in business from Clearwater



Christian College, a master's degree in counselor education from the University of South Florida and a doctorate in higher education administration from Barry University.

She came to SPC 25 years ago and has held several prior positions including advisor/ recruiter, adjunct instructor, project director, associate provost and provost. Among her current responsibilities is to create and maintain a student-centered culture at SPC.

## Leadership

#### Michael J. Bennett

Associate Vice President Financial Assistance Services

He has a bachelor's

degree in science and literature from Widener University in Pennsylvania and a master's degree in student personnel services from Rowan University in New Jersey. He came to SPC in 2009 to oversee Financial Assistance Services. He has more than 37 years of successful experience in higher education (more than 33 in Financial Assistance). He also has experience in grant writing, fund raising, long-range planning, technology training and admissions. He has received numerous awards for leadership and scholarship throughout his career.

#### **Deborah Boyle**

Chief of Staff President's Office

She has an associate degree in business from SPC, a bachelor's degree in

interdisciplinary social science from the University of South Florida and a master's degree in management from the University of Phoenix. She is presently on hiatus from her doctoral program in organizational leadership at the University of Phoenix.

She has been employed at SPC since 2004, working with planning and budgeting in Business Services, Staff and Professional Development and assisting with the SACS reaccreditation project. Prior to becoming chief of staff, she worked in Human Resources as coordinator of Professional Development.

#### Susan M. Colaric Associate Vice

President Online Learning and Services

She has a bachelor's



degree in psychology from the College of William and Mary and a master's degree in library science from the University of North Carolina, Chapel Hill and a doctorate in instructional systems from Pennsylvania State University. Before joining the leadership at SPC in 2014, she served as Assistant Vice President of Instructional Technology at Saint Leo University since 2006. In this role, she coordinated the development of online courses and was responsible for faculty professional development related to the appropriate use of technology for teaching and learning. She has 15 years of experience working in the fields of online and instructional technology.

#### Suzanne L. Gardner

General Counsel

She holds a bachelor's degree in political science from Long Island University, a

master's degree in communications from Wheaton College and a juris doctor from Chicago-Kent College of Law.

She came to SPC in 2006 as an associate general counsel. Prior to SPC, she worked in private practice for 14 years.

#### Catherine Crist Kennedy

Associate Vice President, Academic Affairs & Partnerships

She has a bachelor's

degree in English from Emory University and a master's degree in educational leadership from the University of South Florida. She is a doctoral student in higher education leadership at Barry University.



She oversees the University Partnership Center, Dual Enrollment, the Collegiate High School and the International programs. She began her career at the college in 2006 as the director of Curriculum and Student Success in the College of Education.

#### **Amy Lockhart**

Associate Vice President, Business and Financial Services

She holds bachelor's and master's degrees



in Accountancy from the University of South Florida, and is an SPC alumna. She is also a Certified Public Accountant in Florida.

She came to SPC in 2010, and has worked as both a Grant Accountant and Senior Accountant. Her responsibilities include providing leadership to the Accounting, Purchasing (including Auxiliary Services and Asset Management), and Student Accounting departments. Previously, she worked in Florida's Sixth Judicial Circuit Court for 18 years in various roles, including Court Operations Manager and Administrative Services Manager.

#### Richard Mercadante

Professor Communications President, Faculty Governance Organization (FGO)



He has a bachelor's degree in philosophy from Suffolk University, a master's degree in philosophy from Boston College, a master's degree in speech communication and a doctorate in philosophy from the University of South Florida.

He joined St. Petersburg College in 2006 and has been teaching for 25 years. He currently teaches courses in speech communication, philosophy and interdisciplinary studies (honors). He has been awarded competitive research and education grants from the National Endowment for the Humanities, the Council for Basic Education and the National Science Foundation.

#### Leadership continued

He has served as President of the Florida Communication Association and as Chair of the Clearwater Faculty Council (2008-11). He is the Faculty Governance Organization Senate President for 2015-16. He is also the faculty moderator for Students for Educational Reform.

#### Frances Neu

Vice President Institutional Advancement and Executive Director of the Foundation



She has an associate degree from St. Petersburg College and a bachelor's degree in broadcast journalism/ communications from the University of Florida.

She came to St. Petersburg College in March 2011 to oversee the SPC Foundation and Alumni Association. Prior to coming to SPC, she was vice president of Development for JA Worldwide. Also, she previously served as vice president and then president of the Pinellas Education Foundation raising in excess of \$5 million annually for innovative programming.

#### Patrick W. Rinard

Associate Vice President Enrollment Services

He has an associate degree from St. Petersburg College,



bachelor's and master's degrees in marketing from the University of South Florida, and a doctorate in higher education leadership and administration from Barry University. He came to SPC in 1992 as an academic advisor at the Health Education Center. He also has served as the manager of Computer Programming and Support and as Registrar. Current responsibilities include providing leadership and coordination for SPC's recruitment, retention and enrollment programs and the overseeing of the Central Shared Services Center.

#### Heather C. Roberson Academic Director. Center of Excellence for Teaching and Learning



Heather C. Roberson, a Ph.D. Candidate in Public Policy with Walden University, holds a B.A. in Political Science from Maryville College and a M.A. in Comparative Politics and International Relations from the University of South Florida. Her research interests are in Leadership Pathways and Organizational Development.

She has been a Political Science faculty member at St. Petersburg College since 1999. From 2010 through 2015, she represented the Tarpon Springs Campus on the Faculty Senate. She is a founding faculty member of the internationally recognized SPC Model United Nations Team and currently serves as the director for the Center of Excellence for Teaching and Learning.

#### **Diana Sabino**

Executive Director, Marketing and Strategic Communications

She has a

bachelor's degree in English and writing communications from the University of Massachusetts at Dartmouth and a master's in internet marketing from Full Sail University. She came to St. Petersburg College in the summer of 2013 from Argosy University where she was the Director of Marketing.

Prior to Argosy, she was Director of Marketing and Communications for SFC Acquisition Corporation, which governs a number of colleges and academies including Platt College in Oklahoma and Southwest Florida College. There she directed data-driven approaches to marketing in order to cost effectively generate enrollment growth, student persistence and retention.



#### James D. Waechter

Associate Vice President Facilities Planning and Institutional Services



He has a bachelor's degree in business management from the University of South Florida and a master's degree in public administration from Florida Gulf Coast University.

He came to St. Petersburg College in 2003 to work in Design and Construction Services. In 2006, he was promoted to Coordinator of Design and Construction Services and later to Director of Facilities Services.

A Pinellas County native, he previously worked for several local businesses including the Paradyne Corporation and Southern Industrial Supply.

#### Edward W. Woodruff, Jr. Director Government Relations



He has a bachelor's degree in education

from the University of Florida and a master's degree in geography from Florida State University.

He began working for SPC in 2006 in the position he currently holds. Duties include reporting to the President on legislative issues important to the college and maintaining communication with Pinellas Legislative Delegation members and their staffs. He also closely follows the activities of the State Board of Education and the Higher Education Coordinating Council.



## Provosts

#### **Marvin Bright**

Provost Tarpon Springs Campus

He holds a bachelor's degree

in interdisciplinary studies from Towson University, a master's degree in educational psychology from Temple University and a doctorate in higher education administration from Morgan State University.

He comes to SPC from the Virginia Community College System, where he served as Chief Officer of Student Success Initiatives. With more than 20 years of experience in higher education, Bright has held several administrative positions in academic and student services, including Associate Vice President of Student Affairs, Dean of Students, Director of Athletics, Associate Professor and Counselor.

#### **Eric Carver**

Provost Caruth Health Education Center



He holds a master's degree in Public Administration and

a master's degree in Bioethics & Medical Humanities from the University of South Florida. He has a doctorate in Health Science from Nova Southeastern University. He came to SPC as an adjunct instructor in 2005 and completed his recent assignment as Lead Faculty Associate for the Center of Excellence for Teaching and Learning. His prior experiences include serving as an officer in the U.S. Air Force Reserves and working with veteran services at the University of South Florida St. Petersburg campus.

#### **Jamelle Conner**

Provost St. Petersburg/Gibbs Campus

Jamelle Conner began her work at St. Petersburg College

in 2008. For the past 20 years, she has served in several leadership roles among diverse organizations, including education,

private industry, public utilities, and government agencies. She has a bachelor's degree in Accounting

and Computer Information Systems from Florida Southern College and an M.B.A. from the University of Tampa. Jamelle is currently pursuing her PhD in Leadership and Education with a specialization in Higher Education Administration from Barry University. She is a graduate of the 2010 Florida State College Chancellor's Leadership Seminar and served as an alumni participant for the 2012 Seminar cohort.

#### Scott Fronrath Provost

Allstate Center

He holds a master's degree in criminal justice with a specialization in

public administration and a doctorate in organizational leadership and human resource management from Nova Southeastern University.

He comes to SPC from Keiser University, where he served as an Associate Dean of Academic Affairs. With 17 years of law enforcement experience, he has taught police tactics and officer survival techniques for a variety of law enforcement agencies throughout Florida. He serves on a number of boards, committees and labor unions, and is an evaluator for the Department of Justice, Bureau of Justice Assistance and several criminal justice organizations.

#### **Kevin Gordon**

Provost SPC Downtown Cernter and SPC Midtown Center

He has a bachelor's degree in economics

from Florida State University and a master's degree in educational leadership from Nova Southeastern University. He has a doctorate in educational leadership from the University of South Florida.

He joined SPC in November 2011, replacing Yvonne Ulmer as Executive Officer of the Downtown and Midtown campuses. He



#### **Mark Strickland**

Provost Seminole Campus

He has a bachelor's degree in History from the University of South Florida



and a master's degree in education with a specialization in sports management from Nova Southeastern University. He began his doctoral program at Colorado State University, and is now continuing his studies at St. Thomas University in Miami.

He came to SPC in 2000 as college recruiter for Enrollment Management. In 2003, he was promoted to Coordinator of Enrollment Management and soon thereafter became Director. In addition to his duties as Director of Enrollment Management he also served as the Athletic Director from 2007-2015. From 2011-2015 he served as the Associate Provost at the Downtown Campus. He became Provost of the Seminole Campus in May 2015.

#### **Stan Vittetoe**

Provost Clearwater Campus

He has a bachelor's degree in English from Marycrest College in Iowa, a



master's degree in English literature from the University of Iowa, and a doctorate in higher education leadership and policy studies from Iowa State University.

He came to SPC in 2003 as Clearwater Campus provost. He also has served as vice president for Workforce and Continuing Education.





## Deans

### Susan A. Baker

Dean College of Nursing

She has a bachelor's degree in nursing from Florida A&M University and

master's and doctorate degrees in nursing from the University of South Florida.

She came to SPC as a faculty member in the RN to BSN program four years ago. She has been a nurse for 25 years, primarily caring for cancer patients. In addition to her SPC responsibilities, she teaches breast and prostate cancer education classes in community centers and area churches.

#### **Jimmy Chang**

Dean Mathematics

He has bachelor's degrees in mathematics and

theater, and a master's degree in mathematics from the University of South Florida.

He came to St. Petersburg College in 2000 as an assistant professor teaching courses ranging from Developmental Mathematics to Advanced Calculus and Differential Equations. He became dean in 2012.

At SPC, he has served as the Clearwater Campus Honor College coordinator and as the faculty advisor to the Math and Science Club.

#### John Chapin

Dean Natural Sciences

He has a bachelor's degree in biology from Stetson University, a master's

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degree in biology from the University of South Florida and a doctorate in educational studies from the University of Nebraska.

He comes to SPC from Tallahassee Community College, where he was vice president for Economic and Workforce Development. He began his academic career teaching science at SPC's Tarpon Springs Campus. He also has worked as associate dean at Lone Star College-



Montgomery in Texas, as dean at Polk State College and as vice president for instruction at Guilford Technical Community College in North Carolina.

#### **Susan Demers**

Dean College of Policy, Ethics and Legal Studies

She has a bachelor's degree in speech and

drama from Stetson University and a juris doctor from the University of Florida Levin College of Law.

She came to SPC in 1982 as coordinator of the college's Legal Assisting program where she also served as an instructor. She has been a member of the Florida Bar since 1975. Along with her SPC duties, she teaches basic Trial Advocacy and Technology in Litigation at Stetson University.

#### **Richard Flora**

Dean School of Veterinary Technology

He has a bachelor's degree in

mathematical economics from Rose-Hulman Institute of Technology in Indiana, a master's degree in business administration from Indiana University and a doctorate in veterinary medicine from Purdue University.

He came to SPC nine years ago as an instructor in the Veterinary Technology program. Currently, he oversees all aspects of the A.S. and B.A.S. Veterinary Technology programs as well as two Veterinary Hospital Management certificate programs.



#### **Brian Frank**

Dean College of Public Safety Administration

He has a bachelor's degree in law and justice from



Rowan State University in New Jersey and a master's degree in criminal justice administration and doctorate in leadership from Lynn University in Boca Raton.

He came to SPC nine years ago as a Law Enforcement coordinator/professor for the police academies. Prior to his current position, he served as lower division program director for Public Safety. In addition to his role as dean, he also serves as associate provost for the Allstate Center merging academic and student affairs functions.

#### **Kim Hartman**

Dean College of Education

She has a bachelor's degree in intermediate education from the



University of North Carolina, a master's degree in educational research evaluation and testing from Florida State University and a doctorate in curriculum and instruction from the University of North Carolina.

She joined SPC in 2012. Previously, she was chair and associate provost of Curriculum and Instruction at the University of Mississippi, associate and assistant professor at the University of North Carolina and assistant professor at Gardner-Webb University and the University of Nevada. She also taught at public middle schools in North Carolina.



#### Joseph S. Leopold

Dean Communication

He has bachelor's and master's degrees in English from Florida

State University and is a doctoral candidate in education and leadership at Barry University.

He began his career at St. Petersburg College as a full-time instructor in Communications in 1991 teaching writing, rhetoric and composition and, later, political science and anthropology.

From 2005-08, he served as Faculty Senate President. In 2008, he was named Academic Department Chairman for Social and Behavioral Sciences on the Clearwater Campus.

In 2012, he became director of Learning Resources heading up a process that combined libraries and tutoring to make out-of-class support more intentional and learner-centered.

#### **Rebecca Ludwig**

Dean College of Health Sciences

She has a bachelor's degree in health occupations



education from the University of Iowa, a master's degree in adult education from the University of Arkansas in Little Rock and a doctorate in health sciences from the University of Arkansas in Fayetteville.

She joined SPC in July 2012 after working 15 years as the founding chairman of the Department of Imaging and Radiation Sciences in the College of Health Related Professions (CHRP) at the University of Arkansas for Medical Sciences. She also worked as director of Imaging Programs at Riverland Community College in Austin, Minn., for six years.

**Greg Nenstiel** Dean

College of Business He has a bachelor's degree in political

science from Penn State University, and

a master's degree in diplomatic history and doctorate in education foundations and leadership from the University of Maryland.

He came to SPC in 2007 as director of Curriculum and Program Management for the College of Technology Management. Previously, he worked in a variety of industries including financial services, high tech manufacturing and health care. He has served on the faculties of the University of Maryland, University of South Florida and Florida Institute of Technology.

#### Sharon Setterlind

Dean College of Computer & Information Technology



She has a bachelor's

degree in management from Eckerd College, a master's degree in management from National Louis University and a doctorate in business administration from Argosy University.

She came to SPC as a full-time faculty member in the College of Technology Management in 2004 with more than 20 years of experience managing and directing information technology services. She previously served SPC as dean of Business Technologies, lower division.



**Joseph Smiley** Dean Social and Behavioral Sciences

He has a bachelor's degree in political science from Florida



A&M University, a master's degree in government and international studies from Notre Dame and a doctorate in curriculum and instruction from Argosy University.

He came to SPC in 1981 as a faculty member. Since then, he has served as a program director of Social Sciences and Business Technology and as program director of Social Sciences, Lower Division Education and Humanities. He conducts workshops for parents and students on how to achieve academic success.

#### **Jonathan Steele**

Dean Humanities and Fine Arts

He has a bachelor's degree in biblical literature from

Clearwater Christian College, a master's degree in music theory from the University of South Florida and a doctorate in the college teaching of music from the University of Florida.

He came to SPC in 1991 as a faculty member in Music and Humanities. Prior to his current position, he served as program director of Humanities and Fine Arts on the St. Petersburg/Gibbs Campus. At SPC, he also has directed the SPC Band and the Clearwater Community Band. The supervision of the Music Industry/ Recording Arts program is one of his current responsibilities.

## **Organizational structure**

## Leadership

The President meets with the Executive Team weekly and has monthly individual meetings with provosts or site executive officers. The President also co-chairs the Strategic Issues Council, the college-wide communication point for all student learning and accountability initiatives. The Institutional effectiveness and planning process is a continuous endeavor; operationally the process begins with three oversight committees – Academic Affairs, Student Support and Systems Support.

#### St. Petersburg College Leadership Team



#### SPC Faculty Governance Organization

The Faculty Governance Organization (FGO) provides a vehicle through which faculty members may have input into administrative decisions of the college. The President of FGO sits on the President's Strategic Issues Council and Executive Team and provides input into policy and budgetary discussions.

The Faculty Governance Organization at SPC also provides the forum and means for faculty to initiate input and participate in academic decision making and self-governance. FGO, having a multi-site, hierarchal structure, from departmental representatives to a Senate Executive Board whose chair sits on the President's Strategic Issues Council and Executive Team, allows opportunities for ample input, critical discussion and formulation of recommendations. Recognition by the college administration and by FGO that cooperation and collaboration are key elements in facilitating quality development and progress within the college continually supports this mutual commitment.



Faculty Governance Organization members for 2016-17 From left to right: Richard Mercadante, Senate President, Clearwater Campus; Jeffrey Briggs, Chair, Health Education Center; Jim Wallis, Chair, Tarpon Springs; Darlene Westberg, Vice President/Chair, St. Petersburg Gibbs Campus; Dennis Ward, Senate Parliamentarian/Chair, Seminole Campus; Shannon Ulrich, Chair, Clearwater Campus



From left: Chair: Jeanne Trimble, Facilities, AC; Vice-Chair: Pepper Harth, Student Support, SE; Secretary: Kimberly R. Williams, Student Support, DT/MT/PAL; Treasurer: Karen Nadeau, Administrative, TS

## Career Service Employee Council (CSEC)

The St. Petersburg College Career Service Employee Council, representing all career service employees, supports the College's mission by emphasizing the role career service employees play in providing the highest quality learning experience for SPC students.

The purpose of the CSEC is to act in an advisory capacity to the President, support issues of importance to career service employees, make recommendations and perform other services as outlined in the by-laws and as requested by the President.





## A new direction

At its June meeting the Board of Trustees approved an operating budget for the 2015-16 year, awaiting state funding. Since receiving the state revenue appropriation, the amended budget is slated for approval at the September BOT meeting.

"It's our commitment to ensure that all students have the resources they need to be successful and to finish what they start. We uphold that commitment again this year by holding the line on our tuition," said Dr. Bill Law, President of St. Petersburg College.

Since 2010, SPC has refocused its strategic efforts on student success, shifting personnel, financial resources and energy in an intentional, data-driven way to:

- Help students finish what they start
- Engage and train staff at all levels to support students in class and out
- Produce graduates whose lives are changed by earning a degree or certificate

SPC 2015-16 Operating Budget

(\*Pending final approval)

#### **FOCUS: Reducing student costs**

In addition to freezing tuition costs, 57% of lab fees were either decreased or eliminated over the last two years.

#### **Operating Expenses**

Personnel and Benefits

Total Personnel & Benefits .....\$ 120,123,290

Current Expense

Capital Spending

Total Capital Spending ......\$ 3,397,196

Total Operating Costs – Fund 1x ......\$ 155,597,996

#### Revenue

#### Funds

Student Tuition & Out-of-State Fees	\$ 58,920,268
Learning Support Access Fee	\$ 1,909,846
State Appropriation - CCPF Recurring	
State Appropriation - Lottery	
Performance Funding	
Industry Certifications	
Operating Cost for New Facilities	
Distance Learning Fee	
Technology Fee	
Lab Fee Revenues	
Other Revenues	
Other Student Fees	
Fund Transfers In	
Revenue Stabilization Reserve	
One-Time Non-Recurring Funds	
Total Revenues	





## Strategic Budget Reallocation

## **Budget review**

## **Budget development**

In accordance with state laws, the Board is responsible for costeffective policy decisions appropriate to the college's mission (1001.64 (1), Florida Statutes). Among its numerous duties to fulfill this responsibility, the Board must:

- Establish fees, especially tuition
- Submit an institutional budget request to the State Board of Education annually
- Account for expenditures of all state, local, federal and other funds
- Develop the college's strategic and accountability plans (1001.64 (10-15), Florida Statutes)

The fiscal stability of SPC is assured by adherence to and application of statutes, administrative code, policies and procedures relating to the college's strategic planning, budget request, finance and administration, accountability for expenditures and internal and external audits.

The President is responsible for the operation and administration of the college, which includes determining the funds necessary to operate the college and proposing an annual budget to the Board of Trustees for approval (1001.65(2), Florida Statutes).

At SPC, the budget development process is a year-round activity. (The fiscal year is July 1 to June 30.) In the fall, the President presents to the Board the proposed list of faculty positions to be filled for the following academic year. This early process allows the college to recruit the very best faculty nationwide and to make timely offers of employment during the spring semester.

During the fall semester, the Board will take time to revisit and modify the college's strategic plan as may be necessary. This process provides strong guidance to the President and the staff on activities and resource commitments to be included in the budget for the college for the academic year that begins on the following July 1. In-depth review of current activities and budget commitments that support the mission and college priorities are also reviewed at this time. Early in the calendar year (late February/early March), two other important activities take place:

**First**, the college determines the enrollment level to be served in the upcoming fiscal year. This is done by the college's deans and provosts based on a detailed review of the most current enrollment patterns. The final product results in a highly focused schedule of courses that is driven by student need and access. The detailed review permits the college to plan with high precision the enrollment levels for the coming year and project tuition revenue into the budget planning process.

Second, the college holds a day-long budget development forum where any budget manager can propose a new/ expanded/revised initiative that should be included in the upcoming college budget. All proposals are posted in an online folder to which all parties have access; the presentations are also webcast throughout the college as a means for expanding the dialogue and debate over items to be funded. From this activity, the President develops the programmatic parts of the college budget that are recommended to the Board for its consideration, review and adoption.

During the spring semester, the college leadership carefully monitors and participates in legislative matters in Tallahassee, particularly regarding state funding for the college. As the Legislature refines its activities, the college budget is adjusted and modified to reflect the funding level and any specific guidance or restrictions that may come from the funding.

One of the most valuable tools available to Florida's State Colleges is exceptionally wide discretion in the deployment of budget resources. Unlike our colleagues in K-12 and universities, where legislative allocations are highly compartmentalized with multiple restrictions on spending, the budgets for Florida's state colleges are provided with wide latitude for the Board to determine the most effective use of resources.

At each Board meeting in the January-to-June cycle, key components of the college budget are presented to the Board for its guidance, modification and support as the final college operating budget is being crafted. These Board workshops will typically focus on tuition policy and levels, salary and benefits, program additions or deletions, new positions or resources for strategic initiatives and overall fiduciary issues relating to college finances.

The proposed final operating budget is presented at the May Board meeting. It is available to be adopted in either May or June (often pending some final resolution of legislative matters).

The President forwards the budget to the Chancellor, upon approval by the Board. The budget process is finalized after the Governor signs the appropriation act.

## Sources of revenue

A major source of funds for the operation of the college comes from the state through the Community College Program Fund. This fund is formula-driven and largely reflects enrollment levels and enrollment growth. The fund contains state general revenue and lottery funds.

Student fees are approved by the Board within guidelines established each year by the Florida Legislature. Simply stated, the Legislature establishes a "maximum" tuition level (per student contact hour of instruction) and each board has the option of setting its own tuition level up to the established maximum.

For FY2015-16 SPC course fees are set at \$111.75 per credit hour for Florida residents for lower division courses and \$122.70 per credit hour for Florida residents for upper division courses.

Fall 2015 program fees per credit hour	Lower division	Upper division
Florida Residents		
Tuition fee	\$80.94	\$91.79
Student activity and service fee	7.63	9.18
Financial aid fee	4.04	4.59
Technology fee	4.04	4.59
Capital improvement fee	15.10	12.55
Total registration fees	\$111.75	\$122.70
Non-Residents		
Tuition fee	\$80.94	\$91.79
Out-of-State fee	242.97	275.53
Student activity and service fee	7.63	9.18
Financial aid fee	16.20	18.37
Technology fee	16.20	18.37
Capital improvement fee	22.96	12.55
Total registration fees	\$386.90	\$425.79



While state appropriations and student fees comprise the overwhelming share of the college budget, there are also some "miscellaneous revenues" included in the operating budget. These revenues include:

- Revenue earned from contracts and grants for the recovery of costs incurred in the administration of various state and federal grants and contracts
- Revenue earned from rental of our college facilities by other organizations
- Funds transferred from other funds, such as the auxiliary fund

Interest earned on investments is placed with the State Division of Treasury, the State Board of Administration and with various banks



## **College expenses**

Expenses are budgeted in three major categories:

- Personnel costs including payroll and related benefits
- Capital outlay consisting of expenditures to acquire assets with a useful life of one year or greater and, generally, with a cost in excess of \$1,000
- Operating expenses not including in the other two categories

#### ST. PETERSBURG COLLEGE WELCOME GUIDE

## Agreements with external agencies

In addition to adopting rules, procedures and policies related to its responsibilities within the college, the Board is authorized to contract for the purchase, sale, lease, license or acquisition, in any manner, of goods, materials, equipment and services required by the college (1001.64(26), Florida Statutes).

When entering into such agreements, the President may approve, execute, and administer contracts for and on behalf of the Board for licenses and the acquisition or provision of commodities, goods, equipment, planning and construction to be rendered to or by the college. This is provided such contracts are within the law and guidelines of the State Board of Education and in conformance with policies of the college Board of Trustees and are for the implementation of approved programs of the college (1001.65(5), Florida Statutes).

Approved by the Board, institutional policy authorizes the college to operate or contract for auxiliary enterprises as a service to, and incidental to, the instructional programs. Auxiliary enterprises may include, but are not limited to, the college bookstore, food service, vending machines and vended copy/ print machines (6Hx23:5.071, St. Petersburg College Procedure).









## **Contracts and grants administration**

SPC provides administrative services for many contracts and grants. The administrative services include human resources, payroll, accounting, compliance and other administrative functions.

As of June 10, 2014, SPC has approximately 78 active grant awards, inclusive of SPC's allcollege Grants Department as well as Allstate and SPC Foundation grants, representing one-year and multi-year contract periods. These 78 awards fund the salary and benefits costs of 92 contract/grant employees at SPC. The 78 current awards represent \$45 million. SPC receives reimbursement for providing administrative services in the form of indirect costs. The estimated indirect cost that has been and/or is anticipated to be earned from the current contracts/grants is \$2 million over the various award periods. Current funders include the U.S. Department of Education, U.S, Department of Labor, U.S Department of Justice, U.S, Department of Defense, Florida National Guard, Florida Department of Education, Bill & Melinda Gates Foundation, Pinellas County and Duke Energy.





#### Advising Model \$180K

The goal of SPC's new advising model is to enhance career preparation and student success, reduce student wait times for advising, improve advisor effectiveness and increase the level of student ownership toward educational goals.

Over the three-year transition to the new model, advisors will be reclassified from Student Support Advisors (Career Services, level 6) to Career & Academic Advisors (Administrative & Professional, level 1) and will be required to have a bachelor's degree and training certifications.

In year one, the college will focus on training advising managers, creating the new Career & Academic Advisor classification and creation of a communication plan for advisors.

#### **Disability Resources Support \$143K**

The addition of a new full-time Employment and Internship Coordinator will let us place more students with disabilities in internships and jobs. Funding also will be provided for a new, accessible information management system for increased efficiency for students and staff; additional administrative and captionist/interpreter.

#### Women on the Way Services \$102K

Two new full-time Student Support Advisors will enable us to respond to the increasing number of students in this program. The new positions will let us serve more students in the evening hours, enhance services at the Midtown Center and Seminole Campus and track student progress on key College Experience initiatives.

Other College Experience priorities include:

- Enhance Student Services and Expand Community Relations \$57K
- Increase Efficiency of Student Support **\$72K**

Targeted initiatives in and outside the classroom aimed at improving student success include:

- Academic/Lab Student Success Support \$50K
- STEM Student Success Support \$133K
- SACS Coordination \$67K
- Faculty Support with Online Student Research \$20K
- Online Revitalization **\$159K**
- Poetry Journal Support \$10K
- Increase CCIT Certification Completion \$9K
- Workforce Advisory Groups \$4K
- New Midtown Facilities and Security Needs \$174K
- Support for Strategic Collaborative Lab Engagements \$54K
- Moving the Needle 2015 \$10K
- Support of Community Facilities Rentals \$14K

College Experience Student Success Initiative \$554K

Academic and Instructional Enhancements \$452K

## Other priority spending of note: 2015-16

## Maintaining campus needs

The college remains committed to refreshing technology across the campuses and allowing each provost to use discretionary funds for minor equipment replacement and purchase, and for technology needs.



## **Student Activities budget**

This budget includes a discretionary amount for student leaders to spend as they see fit. The money is divided among the campuses based on semester hours at each location.

## Discretionary budget – \$1.3 million

Student Government Association leaders annually develop budgets and spending plans to support enrichment activities for campuses and students.

## Other – \$3.8 million

The balance of the Student Activities budget supports athletics and campus-based support services and resources.



## **Capital outlay**

This budget supports construction, remodeling, renovation and major equipment.

<ul> <li>Construction bond payments</li> </ul>	\$2.3 M
<ul> <li>Major construction projects</li> </ul>	\$16 M
<ul> <li>Deferred maintenance/infrastructure</li> </ul>	\$5.1 M
<ul> <li>Campus Remodel and Misc. Expense</li> </ul>	\$2.3 M
<ul> <li>Campus Major Priority Projects</li> </ul>	\$1.3 M
<ul> <li>Campus Discretionary</li> </ul>	\$1.3 M
(Major equipment and renovation/remodel)	
<ul> <li>Internal Construction Personnel</li> </ul>	\$1.1 M
<ul> <li>Balance for Contingency</li> </ul>	\$1.1 M

## Campus discretionary renovation/maintenance and capital (major) equipment (based on formal refresh plan) Total \$1.3 M



## **Educational offerings**

SPC's commitment to its two-year curriculum earns it high national rankings in degrees awarded annually.

The majority of SPC students are pursuing Associate in Arts degrees, followed closely by those pursuing workforce education. The A.A. degree is designed to transfer to bachelor's degree programs and grants students admission as a junior to one of Florida's public universities. SPC students complete their lower division coursework for about one-half the cost of state universities.

As the state's first two-year college, SPC has never lost its dedication to educating the community. SPC offers nearly 40 Associate in Science degrees and 50 technical certificates. These and other programs, such as Advanced Technical Certificates, Applied Technology Diplomas and Post-Secondary Adult Vocational programs, prepare students to enter the workforce or upgrade their current job skills.

Nearly 6,000 SPC students are pursuing one of the college's 22 baccalaureate degrees.

# 2014-15 Students enrolled by degree objective



## **SPC Enrollment**



Source: Pulse Business Intelligence, data extracted Aug. 20, 2014

## **Baccalaureate education at SPC**

In the 1990s, there was concern in Florida that the state was not producing enough bachelor's degree students to globally compete in the world marketplace. Florida ranked 46th in the number of baccalaureate students it produced. The Legislature initiated many efforts to assist in increasing the number of students in the baccalaureate pipeline. One of these options included partnership with other colleges and schools to offer degrees on our campuses. In 2000, St. Petersburg Junior College began articulation agreements with a number of institutions to have them offer their degrees on our campuses. Fourteen institutions were engaged to offer bachelor's, master's and doctoral degrees.

The Legislature also piloted an approach involving community colleges offering selected bachelor's degrees at their institutions. In June 2001, SPJC removed the "junior" from its name, becoming St. Petersburg College, the first among Florida's 28 public community colleges to transition to a four-year institution. In August 2002, SPC began offering baccalaureate programs in critical areas, leading to a bachelor's degree in Nursing, Education and Technology Management.

SPC now offers 22 bachelor's degrees, most in areas that have traditionally been underserved by Florida's public universities. These include:

- Biology
- Business Administration
- Dental Hygiene
- Education (seven teaching degrees)
- Educational Studies (non-teaching degree)
- Health Services Administration
- International Business
- Management and Organizational Leadership
- Nursing (RN to BSN)
- Orthotics and Prosthetics
- Paralegal Studies
- Public Policy and Administration
- Public Safety Administration
- Sustainability Management
- Technology Development and Management
- Veterinary Technology



The college began its baccalaureate offerings with more than 300 students and is now serving nearly 5,500 upper division students. Since the inception of baccalaureate programs, SPC has graduated 7,355 students – mostly new teachers, bachelor's degree-prepared nurses and technology/business managers. The value to the students is an important piece.

This model saves money for students and taxpayers by providing quality education opportunities near their homes and workplaces. The chart below indicates the cost differentiation when attending various institutions.



Source: Florida College System Research and Analytics, April 2014

#### **Bacclaureate Programs Five-Year Enrollment Trend**



Source: Pulse Business Intelligence, data extracted June 16, 2015

## Composition, duties and initiatives of the Division of Instruction and Academic Programs

Teaching and learning is the focus of this department where curriculum is developed and implemented, students' needs are addressed and college research takes place on a daily basis.

The head of the department is Dr. Anne Cooper, one of three senior vice presidents who report directly to the President. The department is responsible for academic planning and implementation of all credit and non-credit courses and all twoyear, four-year and certificate programs including online and developmental instruction. In addition, the department oversees:

- Learning Resources (a combination of learning support and library services)
- Grant Development
- Honors College
- The Center for Excellence in Teaching and Learning (CETL)
- St. Petersburg Collegiate High School
- Dual Enrollment and Early College programs
- International Education
- Workforce Programs
- Online Education
- Collaborative Labs

## Academic planning and implementation

The college has a structured curriculum and program development, approval and review process of which faculty are an integral part. A college-wide Curriculum and Instruction (C&I) Committee approves all new, modified and deleted courses and programs.

Each SPC course outline and content is reviewed every three years in conjunction with a comprehensive program review. Individual program administrators lead the review process, along with their faculty and an assigned instructional design technologist, as needed. The goal is to ensure that the content being taught is current and aligns with approved C&I documents. Also, before any class can be offered online or blended (students attend faceto-face and use online technologies), it must pass a

course-design review process of its own. The goal of this process is to ensure that online course content is accessible to all types of students and has been developed with the best online education practices.

## St. Petersburg College is committed to meeting the needs of its students in meaningful, learner-centered ways. The college belie

Learning Resources

students in meaningful, learner-centered ways. The college believes that by combining the resources of its libraries (faculty, staff and materials) with opportunities for tutoring and other types of student assistance, a more student-centered learning environment will be achieved. Providing a full array of learning opportunities, Learning Resources will continue to seek new and innovative ways to partner with St. Petersburg College faculty and staff to help students engage in collaborative learning activities that enhance, create and promote academic success in and out of the classroom.

## Grant development

The college has an extensive grant development process. The SPC Grants Department seeks funding through a variety of sources to diversify the College's portfolio of grants including federal, state, local and private foundation grants. In identifying a potential opportunity, a proposer presents an idea through his or her supervisor for approval, to the Grants Department. A decision is made by the Executive Director of Grants Development to pursue the grant based on a combination of factors: centrality to mission, institutional/ program strength in the area of the grant, appropriateness to the college, time and effort verses size of the grant, timing/workload, number of awards to be made, usefulness in securing other grants and/or achieving other critical institutional needs. Based on this decision, the Grants Department will then pursue approval by the President, who will determine appropriateness to proceed based on institutional impact, matching requirements, prestige, and commitment of institutional resources and manpower over time. The program supervisor, Executive Director of Grants Development and President provide final approval on the grant proposal before

submission to the Board. The grant proposal application is then submitted to the Board for review and approval.



### **Honors Program**

The SPC Honors Program is committed to excellence in education with a main mission of building an intellectual community of likeminded, passionate and dedicated scholars. There are three honors recognitions available: an Honors Diploma, Honors Certificate, and an honors designation on transcripts.

The Honors Program fosters creativity, global perspectives, leadership qualities and critical thinking skills for SPC's most talented and motivated students. The advanced, discussion-based courses imbedded in the honors curriculum prepare the students for future achievement, both educationally and professionally. A student's academic depth and personal growth are enhanced throughout the curriculum and program. The dedicated faculty, coupled with personal academic counseling and mentoring, help foster the value of undergraduate research projects, service-learning opportunities, pertinent seminars and workshops, as well as extra-curricular activities of which the honors program consists.

## Institutional Research and Effectiveness

Institutional Effectiveness is the integrated, systematic, explicit and documented process of measuring performance against the SPC mission for the purpose of continuous improvement and academic programs, administrative services and educational support services. Operationally, the institutional effectiveness process ensures that the stated purposes of the college are accomplished as described in our mission, goals and objectives. The unification of four areas under the umbrella of Institutional Research and Effectiveness facilitates this process. The four areas include Institutional Research, SACS





Accreditation, Curriculum Services, and Academic Effectiveness and Assessment. The overarching goal of the college Institutional Research and Effectiveness area is working throughout the college to support the improvement in student learning outcomes.

## Center of Excellence for Teaching and Learning (CETL)

This faculty-driven enterprise supports, recognizes and rewards faculty in the pursuit of excellence in teaching, learning and assessing to promote the success of SPC students. To achieve its mission, CETL partners with existing college resources to promote professional development of full-time and adjunct faculty. CETL's focus in the second phase (2013-16) is on three major goals:

- Encourage faculty to strive for excellence and consistently engage in the teaching, learning and assessment process to enhance student success
- Serve as a first stop for professional development resources that promote excellence in teaching and learning
- Support, maintain and enhance standards of excellence for college-wide pedagogical competencies

The CETL Board of Directors consists of 11 faculty members. The Board guides and supports the CETL Director who leads focused college wide initiatives from faculty. CETL is headquartered on the Clearwater Campus. Eight associates assist in implementing CETL initiatives at other sites. All CETL positions rotate in two-year cycles.

### St. Petersburg Collegiate High School

A public charter school for motivated students in grades 10-12 eager to take on greater academic challenges, the program comprises a distinctive melding of secondary and postsecondary curriculum and employs various instructional strategies that foster leadership and prepare students to excel in college coursework. This accelerated program provides students with the opportunity to simultaneously earn a high school diploma, an Associate in Arts degree, optional CAPE certification, and qualify for a Bright Futures Scholarship. Set within the St. Petersburg/Gibbs Campus, SPCHS students walk the same hallways as SPC students and meet the same high expectations. Students benefit from extensive academic and career counseling as well as a variety of extracurricular activities. Applicants with a minimum unweighted GPA of 3.0 and qualifying PERT scores are selected for admission via a random lottery. There is no cost for application, tuition or books.

The Board also serves as the governing board for the Collegiate High School. Florida law mandates governance training for this role. A four-hour online training module will be made available to you upon your appointment to meet this requirement.



## **Dual Enrollment**

St. Petersburg College offers college classes to qualified public, private and home-educated high school students in Pinellas County. These courses give students credits toward a high school diploma and a college degree with an option for CAPE Industry Certification. Courses are available on most SPC campuses and local high school campuses.

## **Early College**

The Early College Program is a unique partnership between St. Petersburg College and Pinellas County Schools that provides highly motivated public, private and home-educated students entering 11th grade with the opportunity to simultaneously earn a high school diploma and an A. A. degree, along with an option for CAPE Industry Certification, at three of our SPC campuses.

## **Early Admission**

The Early Admission Program is an additional partnership program between St. Petersburg College and Pinellas County Schools. This program is limited to public high school students in Pinellas County who have completed the 11th grade. Students take courses that fulfill high school graduation requirements and earn 30+ college credits toward an associate degree, with an option to earn CAPE Industry Certification, at four of our SPC campuses.

## **International Education**

It is essential for SPC students to have the international understanding, skills and knowledge critical to live and work in a global society. SPC graduates must work and keep pace in a rapidly changing marketplace. Having an international education grounded in cross-cultural understanding and global literacy is the key to our students' success.

The Center of International Programs (CIP) nurtures cross cultural understanding and global literacy in a variety of ways while partnering with multiple stakeholders to:

- Facilitate on-campus and regional international activities
- Maintain a robust CIP website with social media (Facebook, Twitter, Pinterest), a blog, global news, local opportunities for global engagement and other resources
- Infuse curriculum with global content
- Require a world view course as part of all associate degrees
- Collaborate with local international organizations and businesses
- Support and initiate International faculty/student exchanges
- Promote Fulbright programs
- Offer a wide variety of education abroad opportunities
- Integrate international students into SPC campus life

## Workforce

With the support of executive leadership, Workforce Development is a strategic priority at St. Petersburg College. Overarching goals include:

- 1. Increase collaboration and consortia with Pinellas County Schools to align their career and technical programs and ours more closely to each other.
- 2. Increase more employer involvement in developing and refining our curriculum to meet industry demand.
- 3. Creat more opportunities for internships and other experiential learning.
- 4. Strenghten connections with CareerSource Pinellas and Pinellas County Economic Development and share data to drive our programmatic growth.
- 5. Create local partnerships for workforce development and placement of graduates.

The college is focusing on STEM and other high-wage, highdemand, and high-growth fields. We prepare students for success in these fields and help incumbent workers advance in their careers.

## **Workforce Program Expansion**

### Career Pathways model facilitates stackable credentials

The career pathways model provides students a clear and aligned sequence of industry-relevant coursework and stacked credentials that will enable them to attain and retain employment. These programs incorporate a variety of creditbearing postsecondary credentials, including certificates, nationally-recognized industry certifications and degrees, into the proposed program design. These credentials can be earned in sequence and build on previously-earned content as students progress through their programs. This allows them to build a portfolio of credentials that serve them well as they transition from learning to employment.

## Career Services expansion and focus on placement

The college's career services are expanding to create a more comprehensive, integrated career and academic advising program to strengthen transfer and employment of SPC graduates. Our goal is to bolster the continuum of services from students' entry to exit. Our four-step model of career identification, career classification, career preparation, and transition services will address students' needs and build their competencies at each developmental level. The college is focused on integrating industry certifications into the curriculum. Program administrators and faculty continually analyze and adjust coursework to align with appropriate certifications. We are integrating the career services expansion with the participation of both the academic and student services teams to guide students toward successful employment opportunities.

## **Industry Certification**

To promote the employability of SPC students, the college is placing a growing emphasis on the alignment of workforce programs with third-party industry certifications. Faculty members are encouraged to obtain and maintain current industry certifications to ensure course curricula and activities are aligned accordingly. More than \$100,000 has been allocated to purchase test vouchers for students to take industry certification exams associated with certificate, degree and workforce training. An industry certification testing center is located at the EpiCenter and test-preparation courses are available through the Workforce and Professional Development Department.

## Workforce Expansion Plan in action

Over the past four years, the college has received more than \$28 million in state and federal grant funding specifically related to initiatives being implemented under the Workforce Expansion Plan.

- Florida TRADE A statewide consortium of 12 colleges, led by SPC, the mission of the program is to improve upon Florida's existing training and education system in advanced manufacturing. Florida TRADE was designed to provide shortterm certification training that results in stackable or latticed industry-specific credentials that articulate statewide to A.S. degree programs, including Engineering Technology.
- Tampa Bay Hi-Tech Training (HITT) HITT targets the training of those looking to pursue careers in IT fields by providing paid tuition and out-of-class support services for students. The main priority is to assist students in overcoming the gaps in knowledge, skills, and credentials needed to fill jobs in which employers currently seek H-1B visas.
- H-1B Healthcare This program targets the training of those wanting to pursue careers in allied health and nursing fields by providing out-of-class and wrap-around support services to help students achieve success along their educational pathways.
- HOPE Careers As a national consortium project, HOPE focuses on training in the field of Orthotics, Prosthetics and Pedorthics (O&P) to prepare workers with skills suitable for entry and middle-level employment. The training offered reflects the profession's advancements in technology and patient care, while aligning with national industry standards. HOPE utilizes online technology to enhance current curriculum delivery and expands access to training across the country.
- Leveraging, Integrating, Networking, Coordinating Supplies (LINCS) – A national consortium project, LINCS offers a career pathway of latticed and laddered credentials in Supply Chain Management and Logistics for entry and middle-level workers, enabling upward mobility from entry level worker certificates all the way to the Master of Business Administration (MBA).
- Community College Consortium for Bioscience Credentials (C3BC) – A multistate consortium project, C3BC synchronizes a recognizable set of core skills and competencies across the biosciences industry, focusing on three key subsectors – laboratory skills, bio-manufacturing and medical devices.

## **St. Petersburg College Foundation**

The St. Petersburg College Foundation, Inc. is a 501(c)(3) corporation chartered as a direct support organization of St. Petersburg College. The Foundation accepts and prudently manages all gifts including cash, securities, property, bequests and trusts, and helps advance the objectives of the college through a broad range of scholarships and program grants. Led by a prominent Board of Directors who represent a diverse mix of professional, business and civic leadership, the Foundation seeks to create an environment of collaboration and support between the college and a broad constituency of stakeholders.

Under the expert direction of the Foundation board, and in partnership with outstanding college leadership and an exceptional staff, the Foundation has experienced significant growth over the past several years. For the fiscal year ending March 31, 2015, revenues approached \$1.9 million (excluding in-kind gifts).



Support for scholarships, by far the Foundation's largest initiative, exceeded \$800,000, while gifts to other Foundation programs were over \$550,000. Operating expenses, excluding College support, were under \$150,000.

Through the largess of a loyal and growing donor base, the Foundation made more than 2,000 scholarship awards totaling in excess of \$1.58 million during the 2014-15 academic year. Additionally, contributions of \$86,090 to the Foundation's First Generation Scholarship Fund were matched dollar-for-dollar by the state and accounted for another 424 scholarships awarded by the college.

Over the course of the year, the Foundation worked with other college departments to update and launch a revised the Presidential

Scholarship Initiative to attract some of the county's best and brightest students to SPC. In the first year of the enhanced program, the Foundation awarded scholarships for up to 60 credit hours



Erica Wells 2015 Presidential Scholar pictured with her parents and president Law.

to 64 graduating high school seniors. The group had an average weighted GPA of 4.29, an average SAT score for Reading and Math of 1102 and an average ACT score of 25. The value of the Presidential Scholarships awarded this year exceeded \$432,000.

The Foundation's Innovation Grants Initiative has generated a great deal of interest and excitement across our campuses. The Initiative provides grants of up to \$3,500 to faculty and staff to implement projects that promote student engagement and success. A selection committee, comprised of college and community representatives, reviews the grant proposals and makes the selections. This year, over \$55,000 was awarded to 20 grantees, bringing the total awarded since its inception in 2011 to more than \$300,000. To showcase the talent and creativity of the grant recipients, the Foundation hosts an annual Innovation Grants Luncheon where guests from the college and the extended community learn about the scope and the outcomes of the projects funded.

The vision and mission of the college have created a culture of giving that is clearly evident in the Foundation's Employee Giving program. More than 250 college employees donate approximately \$43,000 annually to support SPC students and programs. Gifts range from \$1 to \$250 per pay period, but of greater importance is the broad range of college personnel who demonstrate enthusiastic support and confidence in the work of the college through their participation. Each year, participants come together in a Foundation-hosted reception where they are thanked by President Law and hear the personal success story of our students.

The SPC Alumni Association helps SPC students stay connected to their alma mater long after they leave the classroom; currently, over 2,000 alumni are card-carrying members. The association is a part of the Foundation and receives Foundation staff support for its programs, outreach, meetings and functions. Each year, the Association presents three prestigious awards:

- The Apollo Award provides a \$2,500 award to honor an outstanding associate degree graduate.
- The Alumni Achievement Award provides a \$3,000 award to honor an outstanding bachelor's degree graduates.
- The Outstanding Alumni Award honors outstanding alumni who have made meaningful contributions to their profession and/or their community.





Amy Bhatt, 2015 James Lenas, 2015 Apollo Award Winner Alumni Achievement Award winner



Chief Anthony Holloway, 2015 Outstanding Alumni Award winner



The Foundation launched the first of its annual Distinguished Speakers event with inaugural speaker Steve Wozniak, Apple Computers co-founder.

### **Foundation** Governance

Since its founding in 1979, the Foundation has been fortunate to have the involvement of an outstanding Board of Directors. The active participation of the men and women who serve in this capacity has been paramount to ensuring the growth and success of the organization.

The 19-member board governs the Foundation and oversees the management of financial assets exceeding \$59 million. Under the leadership of Chairman Bill McCloud, the Foundation has focused its energies on building and engaging its Board. During this time, seven new members, representing a diverse range of skills and expertise, have been elected to the board. In addition to board-elected directors. the Board includes three ex-officio members: the President of SPC: the Vice President for Institutional Advancement/Foundation Executive Director; and the Associate Vice President for Financial and Business Services. Each director also serves on one of the following committees: Executive, Finance & Investment, Governance and Development & Events.

The board has further developed its strategy to grow support, expand community outreach, strengthen ties with existing partners and develop strategies to create new alliances, particularly with local business leaders who are natural partners and key beneficiaries of the college's work. It is the vision of the board that these efforts will help generate increased visibility for the college and the key role it plays in preparing a highly skilled workforce that will, in turn, help secure the economic vitality of our community.

<b>St. Petersburg College Foundation, Inc.</b> <b>Statement of Financial Position</b> <i>As of March 31, 2015 and 2014</i>				
ASSETS		2015		2014
Cash and cash equivalents	\$	1,133,457	\$	1,010,658
Remainder interest in trusts and estates		1,072,057		1,202,178
Other assets		39,761		55,250
Investments		59,302,836		57,075,063
Total assets	\$	61,548,114	\$	59,343,149
LIABILITIES AND NET ASSETS LIABILITIES				
Total liabilities				
NET ASSETS Unrestricted	Ś	1 502 224	\$	1 212 602
Restricted	Ş	1,592,324	Ş	1,313,683
Nonexpendable		27,430,633		27,100,453
Expendable		32,525,157		30,929,013
Total net assets	Ś		ć	59,343,149
Total liabilities and net assets	\$	61,548,114	<del>ب</del> \$	
iotal habilities and het assets	Ş	01,548,114	Ş	37,343,149

For the years ended March 31, 2015 and 2014 SUPPORT AND REVENUE		2015		2014
Contributions	\$	2,606,580	\$	2,632,493
Net unrealized and realized gains(losses) on investments		2,981,296		6,884,942
Interest and dividends Other revenues		544,270 (130,119)		552,322 177,790
Total support & revenue	\$	6,002,027	\$	10,247,55
EXPENSES				
Scholarships	\$	1,593,285	\$	1,159,86
Grants to St. Petersburg College		1,361,108		1,412,50
Total program expenses	\$	2,954,393	\$	2,572,37
General and administrative expenses:				
Administrative expenses		429,918		361,08
Fundraising expenses		412,751		363,66
Total general and administrative expense	s \$	842,669	\$	724,74
Total expenses	\$	3,797,062	\$	3,297,12
Change in net assets	\$	2,204,965	\$	6,950,43
NET ASSETS, beginning of year		59,343,149		52,392,71
NET ASSETS, end of year	Ś	61,548,114	Ś	59,343,14

## **Facilities Planning and Institutional Services (FPIS)**

Facilities Planning and Institutional Services is a college-wide, service-oriented department focusing on the design, construction and maintenance of college facilities for the enhancement of overall student learning experience.

FPIS has an operating budget of \$12 million and ongoing construction budget of approximately \$50 million. The department consists of approximately 230 staff members who build, maintain, secure and account for more than 2.5 million square feet of building space located on nine sites and consisting of 419+ acres. FPIS is responsible for the following areas on a college-wide basis:

#### Design and Construction Services (Planning, Building Code Administration/ Permitting and Lease of Facilities)

The Design and Construction Services Department manages the selection of architects/engineers/contractors, design and construction projects for the college. This year's budget is more than \$35 million with the total value of projects in design/ construction/closeout exceeding \$50 million. A majority of the funding for our construction projects comes from Public Education and Capital Outlay (PECO) Funds, Student Capital Improvement Fee (SCIF) Fees and Bonds, Sum of the Digits Allocations (SODA) and Facilities Enhancement Challenge Grants (FECG) as well as other miscellaneous funds.

Strategic Objective – Continue to plan and develop major construction projects including the replacement of the library at the Clearwater campus, marine science labs/classroom at Bay Pines, Student Support Services and Classroom Building at the Midtown campus, Student Support Services Building at the St. Petersburg/Gibbs campus and build out the food service and bookstore at the Downtown campus.

In order to receive funds from the state, the Planning department must generate master plans for the campuses.

**Strategic Objective** – Identify the total amount of buildable space, building locations and size without dealing with specific program locations, etc.

The five-year Educational Plant Surveys were prepared and a report was submitted to the state in June 2012.

**Strategic Objective –** Survey based on the overall college master plan and projected COFTE for the next five-year period effective starting June 3, 2012, for a period until June 30, 2017.

Further, this department is self permitting as allowed by the Florida Building Code and can issue construction permits, perform plan reviews and building inspections for all of our construction projects as well as maintenance permits/inspections college-wide.

#### Facilities Services (Energy Management, Maintenance and Mechanical Services, Fleet Services, Warehouse Services and Mail/Receiving)

The Facilities Services Department provides support functions for the college including maintenance, energy management, motor pool services, warehouse services and mail/receiving functions. The college's physical plant consists of more than 2.5 million square feet of space within 79 permanent buildings and 50 relocatable buildings.

Strategic Objectives – Develop a comprehensive deferred maintenance plan college-wide with related costs and implementation strategies, implement the comprehensive energy management plan throughout the college with the goal of continuing to offset utility expenses in the operational budgets and develop and implement training plans for all trade levels facilities team members to improve technical skills, computer skills, safety and customer service as well as cross train staff across all sites for maximum flexibility. The 2012 budget provides \$600,000 in CIP funding for deferred maintenance.

#### **Custodial and Landscaping Services**

The Custodial and Landscaping Services Department is another department that provides support services to all college-owned property and facilities. All of the college's interior spaces are cleaned daily by the custodians. In addition to normal landscaping duties, this department also performs pest control and maintenance of the college's trees. This staff includes certified arborists and licensed pesticide professionals.



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#### Institutional Services (In House Construction, Access Control and Moving Services)

In House Construction performs and subcontracts out minor construction projects college-wide ranging from painting to completely remodeling large areas for multiple users. Access Control manages hard keys, electronic cards, security systems and video recording security devices college-wide while Moving Services provides self-performed and subcontracted moving services college-wide.

#### **Interior Design Services**

The Interior Design Department provides coordination with users, space planning, specification of furniture and finishes for all major construction projects and also smaller in-house work. This department prepares cost estimates, obtains quotes, prepares requisitions and oversees delivery and installation for all college furniture and equipment. It meets with users and prepares drawings for in-house construction projects and is the first point of contact for all facilities-related ADA requests. The department plans, orders and updates all interior signage college-wide. The Interior Design Department also maintains and updates the college-wide Facilities Inventory and Database. This database includes details of all sites, buildings and rooms in the college and includes their sizes and uses. Plans are included in the five-year facilities survey and are used by fire and law enforcement as well as many other departments college-wide. This report is transmitted to the state three times a year, and the data is used for the utilization report as well as a basis for construction funding.

#### **Collegewide Security Services**

The Security Department works on all campuses and sites to enhance security measures and to improve the safety and security of the students, faculty and staff members. This department consists of mainly full-time officers and some contract security officers. It is responsible for the assignment of security personnel, vehicle registrations, routine safety inspections, investigation of policy and procedural violations and infractions and minor criminal offenses as well as providing customer service through programs such as safety escorts, vehicle jump start and lock-out services.

#### **Emergency Management**

SPC's Emergency Management Department coordinates a comprehensive approach to emergency preparedness and response as recommended by the Gubernatorial Task Force for Campus Safety. Services include:

- Development and Coordination of the college Emergency Management Plan and the Continuity of Operations Plan
- Development and training for Incident Command System
- Coordination and testing of the SPC Alert Emergency
   Notification System
- · Maintain the Emergency Preparedness website

#### Environmental, Safety and Risk Management Services

Environmental, Safety and Risk Management Services' role is to ensure a safe and healthy work environment for faculty, students and staff by promoting good work practices that comply with all environmental and occupational safety rules and regulations and to protect resources through sound administration of the college's insurance coverage program. ESRM provides technical, environmental and safety regulatory and related operational risk management services to departments college-wide.

#### Facilities Accounting and Inventory Services

The Facilities Accounting Department provides accounting, auditing and financial control of facilities operating and construction funding sources, and coordinates the financial activities of construction projects. This department also administers and conducts the college-wide annual fiscal year inventory of taggable assets in order to maintain the physical inventory.

## **Campus/Center profiles**

#### **Allstate Center**

– 3200 34th St. S, St. Petersburg

The center is home to almost 1,200 students. Since 1960, the Southeastern Public Safety Institute (SEPSI)



has offered specialized training and education to those preparing to enter a public safety profession, in-service practitioners and administrators. Law enforcement, corrections, fire and equivalency of training academics are housed at the campus. Law enforcement and emergency series professionals from around the world train with the internationally-renowned Multijurisdictional Counterdrug Task Force Training Program and National Terrorism Preparedness Institute.

The site features many unique and practical learning environments such as booking and criminalistics rooms, interrogation labs, a media center, an exercise room, a padded defensive tactics room, a mock apartment crime scene, jail cells, a courtroom, a forensics lab, a photo lab and a student lounge.

#### **Caruth Health Education Center**

- 7200 66th St. N, Pinellas Park

The center is the hub of everything medical at the college and home to more than 3,500 students. It was created in response to the growing needs for health care workers in the community and offers opportunities for A.S. degrees, certificate programs



and continuing education to broaden professional horizons. Such programs include: Dental Hygiene, Emergency Medical Services, Funeral Services, Human Services, Health Information Management, Health Care Informatics, Medical Coder, Medical Laboratory Technology, Nursing, Physical Therapist Assistant, Radiography and Respiratory Care. Students also can go on to earn bachelor's degrees in specific programs, such as its nationally ranked Nursing and Dental Hygiene programs.

#### Clearwater Campus

– 2465 Drew St., Clearwater

The campus is home to more than 15,000 full- and part-time students. Programs include Building Arts and Engineering Technology,



Communications, Computer and Information Technology, Ethics, Fine Arts, Mathematics, Natural Science, Paralegal Studies, Sign Language Interpretation and Social and Behavioral Sciences. Early College Program courses for 11th and 12th grade students are available through a partnership with Pinellas County Schools, and the SPC Honors College also provides an exemplary educational experience for students looking for more in their education.

The campus provides many cultural offerings to the community and its students through the Clearwater Crossroads Gallery and use of the Fine Arts Auditorium.

#### EpiCenter

– 13805 58th St. N, Largo

The center is a jointuse facility between SPC, WorkNet, Junior Achievement



and Pinellas County and serves as a place where professionals from business, academia and government can meet together to provide a unique blend of information and services. The facility features more than 10,000 square feet of Collaborative Labs space, where businesses and other organizations can focus on planning, strategizing, problemsolving and business development.

The college's Workforce Institute provides credit and non-credit classes in professional development, technology, regulated industries and business solutions. Other students can earn their bachelor's degrees from SPC's College of Computer and Information Technology or a certificate in a variety of programs including Microsoft, Cisco, computer support and computer programming. Interested individuals also can work toward an M.B.A. with the University of South Florida as well as other courses taught by various colleges through SPC's University Partnership Center. More than 1,200 students attend classes at the EpiCenter.

#### **St. Petersburg/ Gibbs Campus** – 6605 Fifth Ave. N, St. Petersburg

The campus is home to almost 16,000 full- and part-time students. It offers a variety of classes



through the college's nationally recognized Applied Ethics Institute, College of Business, College of Computer and Information Technology, Child Development, Humanities and Fine Arts Music Industry/ Recording Arts, Mathematics, Natural Science, Social and Behavioral Science, Communications, College of Education, International Programs, Intercollegiate Athletic Departments and the A+ ranked St. Petersburg Collegiate High School. It features the acoustically sound, 310-seat Music Center and the Planetarium. The campus and its students are active in the community, and the fruit of a partnership between the City of St. Petersburg and the college is evident with the creation of the 50,000-square foot West St. Petersburg Community Library.

#### **Seminole Campus**

– 9200 113th St. N, Seminole

The campus is home to more than 12,000 full- and part-time students. It offers associate and professional certificate



programs and the University Partnership Center, which allows SPC students to earn bachelor's and graduate degrees. The campus and its students are active in the community, and the Seminole Community Library is a result of the partnership between the college and the City of Seminole, as is the Seminole Campus Natural Habitat Park and Environmental Center, approximately 40 acres of land on the campus' 100-acre site. The University of Florida College of Dentistry is located on the campus.

#### SPC Downtown Center

– 244 Second Ave. N,
 St. Petersburg

Home to more than 4,500 full- and parttime students, the site is housed in the SPC Downtown Arts and Cultural Center and conveniently located in downtown



St. Petersburg. It features an Adult GED program, preparation classes open to anyone 16 or older who is not enrolled in a Pinellas County public school. Other offerings include morning express classes, as well as two- and four-year degree program courses.

#### SPC Midtown Center Douglas L. Jamerson, Jr. Midtown Center

– 1300 22nd St. S., St. Petersburg

The college's newest facility is a new threestory, 49,000-squarefoot, state-of-the art center. The new center includes multiple classrooms, two science labs, three



computer labs, a book store, a community room, and a career center. Course offerings include Advanced Manufacturing, Clinical Medical Assisting, Computer Support CompTIA A+, Early Childhood Education, Entrepreneurship, Human Services, Associate in Arts transfer degrees in Business, Communications, Computer and Information Technology, Humanities. Math and Social Sciences.

#### SPC Midtown Center Cecil B. Keene, Sr. Student Achievement Center

– 1048 22nd Street S, St. Petersburg

This Midtown location opened in 2003 in response to a request from the city to extend higher education



opportunities to nearby residents. Following the opening of the nearby Douglas L. Jamerson Jr. Midtown Center in 2015, most of the college's academic offerings in Midtown were relocated to the new facility. This center currently holds a branch of Woman on the Way, a GED counseling office and EMS classes. Also, the collegewide Volunteer Services Department and the Center for Civic Learning and Community Engagement are located here.

#### **Tarpon Springs Campus**

– 600 Klosterman Road, Tarpon Springs

The campus, which accommodates more than 10,000 full- and part-time students, is spread across 80 acres of rolling terrain. The design and names of the buildings reflect the community's



Greek heritage and an amphitheater offers a natural, Greek-style setting for cultural events. Course offerings include Adult GED, Continuing Education, Ethics, Fine Arts and Humanities, Mathematics, Natural Science and Social and Behavioral Sciences. The campus also is home to the Leepa-Rattner Museum of Art, the Fine Arts Education Center and the M.M. Bennett Library complex.

#### **Veterinary Technology Center**

– 2376 Ulmerton Road, Largo

The college's worldclass Veterinary Technology Center opened in August 2011 and houses the college's Veterinary Technology Associate of Science, Bachelor



of Applied Science and certificate programs. The facility features classrooms, laboratory space, surgery and X-ray suites, a computer lab, kennels and offices. More than 100 students are currently enrolled at the site.

## **History of St. Petersburg College**



In the 1920s, people in St. Petersburg began to talk about the need for an institution of higher learning to provide job skills training to local residents of modest means. At the time, higher education was available only to those who could afford to travel to distant cities and stay there long enough to complete their studies.

So in September 1927, with the backing of local business and political leaders, Florida's first two-year institution of higher learning, St. Petersburg Junior College, opened in an unused wing of the then-new St. Petersburg High School. Enrollment – 102, taught by a

diploma was all that was needed for certification.

George Lynch



Mirror Lake



St. Petersburg/Gibbs Campus



**Roland Wakefield** 

Michael Bennett





Tarpon Springs Campus

Superintendent of Public Instruction, St. Petersburg Public Schools. There were 48 members of the first graduating class in 1929. More than half received state teaching certificates. At the time, the need for certified teachers in Pinellas County was great and growing and a two-year college

faculty of 14. The first college president was George Lynch who served also as

In 1931, the college, which was now in its own building overlooking Mirror Lake in downtown St. Petersburg, became accredited and has remained so to this day.

President Lynch died suddenly in 1935 and was replaced by a dean, Robert Reed. At the time, SPJC's enrollment had grown to 294 students, with 67 of them graduating that year. As enrollment continued to increase, the college outgrew its campus at Mirror



Lake. In 1937, SPJC acquired 25 acres for a new campus in the 6600 block of Fifth Ave. N, the current site of the St. Petersburg/Gibbs Campus.

Robert Reed

Upon President Reed's death in 1944, Vice President Roland Wakefield took his place. While serving as SPJC's president, Wakefield became president of the Florida Association of Colleges and Universities. He retired from the college in 1950 and was replaced by SPJC's Dean of Men, Michael Bennett. During his tenure, which lasted until his retirement in 1977, Dr. Bennett served on numerous state and national boards including as president of the Southern Association of Junior

Colleges and as secretary of the Commission on Higher Education for the Southern Association of Colleges and Schools.

In 1965, the predominately African-American Gibbs Junior College merged with St. Petersburg Junior College under Dr. Bennett's leadership. Also that year, a new campus on Drew Street opened in Clearwater. By 1970, SPJC classes also were offered at an SPJC Center in Tarpon Springs.

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Dr. Carl M. Kuttler, Jr., SPJC's longest serving president, accepted the position upon Dr. Bennett's retirement in April 1976. Dr. Kuttler retired in December 2009 after overseeing the openings of the Caruth Health Education Center in 1981; the Allstate Center (public safety) in 1988; the

Seminole Campus in 1998; and the Downtown (2005) and Midtown (2003) centers. In 2001, St. Petersburg Junior College was transformed into the bachelor's degree-granting St. Petersburg College. The American Association of Community College Trustees named Dr. Kuttler the most outstanding community college president in the nation in 1998.

Upon Dr. Kuttler's retirement in December 2009, Dr. Thomas Furlong, former senior vice president for Baccalaureate Programs and the University Partnership

Center, was appointed by the Board of Trustees to serve as interim president during a nationwide presidential search.

In June 2010, Dr. William D. Law, Jr., a former SPJC vice president who, most recently, had served as president of Tallahassee Community College, was selected as SPC's new president.

Since his arrival, Dr. Law's focus has been on student achievement, faculty enhancements and workforce education and training. Training the workforce is an important focus at St. Petersburg College. In addition to our associate and bachelor's degrees, St. Petersburg College offers nationally-recognized industry certifications and continuing education units along with a full array of classes and training options to give students the skills and credentials they need to succeed in their careers.

The college's Workforce Institute addresses the needs of the unemployed and under-employed in our communities. The institute offers more than 35 affordable certificates that can be completed in 10 weeks or less in

occupational fields such as health care, child care, public safety, technology, business and manufacturing. As of September 2015, a total of 15,670 students had enrolled in courses offered by the Workforce Institute.

In 2010, the college and Gibbs High School entered into a partnership designed to help raise academic standards at the struggling high school and better prepare its students for college work. SPC offered resources, including facilities and faculty and student tutoring, to Gibbs students.

Institute for Strategic Policy Solutions opening luncheon, July 1, 2011

The Center for Excellence in Teaching and Learning (CETL) was formed in 2010 to help enhance learning opportunities for students and faculty on all campuses.

Continued on next page.



Seminole Campus



SPC Midtown



SPC Downtown









Thomas Furlond









William D. Law, Jr





Collaborative Labs in the EpiCenter



Leepa-Rattner Museum of Art



SPC Band concert in the Music Center

#### Palladium

Theater

#### History of St. Petersburg College continued

In August 2012, the college opened the Collaborative Center for Emerging Technologies on the Clearwater Campus to provide highly skilled training for manufacturing and industry jobs in engineering technology, architecture, rapid prototyping and material testing and measurement. This center offers tomorrow's engineering, technology and manufacturing employees the cutting-edge skills and education credentials they need to be assured of success in their work environments. These in-demand courses lead to nationally-recognized industry certifications, including Lean Six Sigma Green Belt and Black Belt, computer-aided drafting and design, medical quality systems and engineering technology support, among others. The college works closely with industry and education partners to secure funding and provide technical expertise, materials and equipment to support these specialized and innovative programs.

On Sept. 8, 2012, President Barack Obama visited the Seminole Campus. Nearly 15,000 people turned out to greet him on a hot, steamy Saturday morning. This marked the first time a sitting president had ever visited St. Petersburg College.

Through the years, the college has invested its resources in an Honors College; the Leepa-Rattner Museum of Art on the Tarpon Springs Campus; a Music Center with two Steinway concert grand pianos and a Heissler pipe organ on the St. Petersburg/Gibbs Campus; the Palladium Theater in downtown St. Petersburg; the EpiCenter in Largo – a partnership with Pinellas County to support higher education and business development - which houses the Collaborative Labs; St. Petersburg Collegiate High School and an Early College Program for academically focused teenagers; the University Partnership Center that offers bachelor's, master's and doctoral degrees from 15 universities in Florida and across America; state-of-the-art classroom technology; online learning opportunities; intercollegiate sports for men and women; and advanced education and professional development for faculty and staff including travel opportunities. A new Veterinary Technology Center opened in Largo in 2011, the college's 10th learning site.



Student Services building on St. Petersburg/Gibbs Campus, which houses St. Petersburg Collegiate High School





University Partnership Center lobby



Veterinary Technology Center

#### ST. PETERSBURG COLLEGE WELCOME GUIDE

Sylvia Earle

Among the school's more prominent alumni are NASA astronauts Nicole Stott and Samuel Durrance; Bob Carroll, a writer and creator of the *I Love Lucy* television show; aquanaut Sylvia Earle; movie actress Carol Baker; rock musician Jim Morrison of The Doors; Wendell Ware, a creator and leader in the development of microfilm, microfiche and ultra fiche; Howard Johnson, who played on the New York Mets World Championship team; numerous authors; artists; judges; lawyers; political leaders; and local and national business and civic leaders.

In July 2012, St. Petersburg College became an official participant in Achieving the Dream, a network of more than 200 colleges nationwide dedicated to helping more than 3.8 million community college students, especially minority students, reach their educational and career goals. The college's investment includes a commitment to align resources to programs, activities and services determined to be the most impactful in improving student success, thereby eliminating achievement barriers, enhancing out-of-class support services and producing quality academic programs.

By Fall 2012, the college had initiated The College Experience to keep faculty, staff and administration focused on giving students the support they need to earn the degree or certificate that will change their lives. The College Experience includes:

- Expanding out-of-class support including tutoring opportunities and learning center improvements
- Integrating career and academic advising
- Improving new student orientation by adding face-toface orientation for most students
- Setting up an early alert system to prompt faculty to notify an adviser when a student starts to struggle
- Developing an online tool called My Learning Plan that allows students to map out their courses from enrollment through graduation

The College Experience has proved extremely successful for all student categories. Advances were most notable among minority students. For Fall 2015, success rates rose 13.6 percent among male African-American students in developmental classes, and 6.9 percent overall compared to Fall 2014.

#### Continued on next page.

#### Accreditation

St. Petersburg College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACS-COC) to award selected bachelor's degrees in science and bachelor's degrees in applied science; associate degrees in arts, associate degrees in science, and associate degrees in applied science; as well as certificates and applied technology diplomas. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call 404-679-4500 for questions about the accreditation of St. Petersburg College.



Community Colleges Count





Bob Carroll with Lucille Ball





New website for The College Experience





Douglas L. Jamerson, Jr.



Dedication plaque for Cecil B. Keene at original SPC Midtown Center.





Groundbreaking celebration of new SPC Midtown Center for Achievement building





U.S. Secretary of Labor Hilda L. Solis, center, meets with students as she tours the Collaborative Center for Emerging Technologies at the Clearwater campus of St. Petersburg College before a press conference to announce grant awards from the Trade Adjustment Assistance Community College Čareer Training program (TAACĆCT) on Wednesday, Sept. 19, 2012, in Clearwater, Fla. Photo Credit: Department of Labor

#### History of St. Petersburg College continued

In March 2014, the college honored former Tarpon Springs Campus provost Nick M. Billiris by naming the campus' administration building for him. Billiris was the campus' founding provost and served the college in that capacity for nearly 33 years.

In August 2015, the college opened its new SPC Midtown Center in south St. Petersburg. The 49,000 square-foot, state-of-the-art building is on the corner of 22nd Street South and 13th Avenue South. It is named for Douglas L. Jamerson, Jr., a former state legislator and state cabinet member. The college's previous Midtown Center, at 1048 22nd St. S., was named for former St. Petersburg College trustee, Cecil B. Keene.

> The college's Collaborative Labs at the EpiCenter continue to provide unparalleled expertise to the college and the community as idea incubators, business laboratories and planning factories. Agencies and organizations receive help forming shared visions for the future and plans of action with the help of a highly-trained, creative staff.

Over the past five years, a reinvestment in the Grants Department has proved instrumental in funding a wide range of initiatives that support key strategies of the college. Since the College began supporting a full Grants Department in late 2011, the department has successfully raised more than \$49 million in grants, more than doubling the annual average of grant money - from \$4 million a year between 2009-2012, to an average of \$10 million a year between 2012-2015.

This significant growth can be attributed to gaining several multi-year, consortium-driven federal grants, including a \$25 million statewide workforce program from the U.S. Department of Labor. The latest grants have concentrated on strengthening student support services, providing scholarships, faculty development, and redesigning academic pathways and job placement services for in-demand fields of targeted industries such as health care, information technology, manufacturing and business and professional services. Strong relationships have played a key role in the department's achievements. An emphasis on growing innovative partnerships with other institutions, industry, economic development agencies and community providers has allowed the department to expand the college's reach.

In September 2015, St. Petersburg College received the prestigious EPA Brownfield Phoenix Award for the design and construction of its newest facility, the Douglas L. Jamerson Jr. Midtown Center. The award honors the innovative leadership of those who work to solve critical environmental problems of transforming abandoned property into constructive sites for economic and community opportunities and assets.

In November 2015, St. Petersburg College learned it ranked fifth in the nation in TurboVote registration. TurboVote is a non-partisan, non-profit online tool that gives students all the materials they need, including registration and absentee ballot request forms and election reminders, to vote in local, state and national elections.

## SPC and Department of Education Acronyms and Abbreviations

Acronym/	Definition
Abbreviation	
A&P	Administrative & Professional employee classification
A&SA	Academic & Student Affairs
AA	Associate in Arts, the degree designed for transfer
AACC	American Association of Community Colleges
AAS	Associate in Applied Science, the degree designed for job entry
AS	Associate in Science
ACCT	Association of Community College Trustees
ACE	American Council on Education
ACT	ACT Assessment, an achievement test from the American College Testing Program used for placement testing in some community colleges and for admissions screening in some colleges and universities
ADA	Americans With Disabilities Act
AFC	Association of Florida Colleges (formerly FACC)
AP	Advanced Placement, a program of advanced level, high school courses and testing from The College Board
BA	Bachelor of Arts
BAS	Bachelor of Applied Science
BOG	Board of Governors/State University System
BOT	Board of Trustees
BS	Bachelor of Science
CCLA	College Center for Library Automation, a project to automate the community college libraries
CCPF	Community College Program Fund, the primary source for operating funds for the Florida Community College System
CCSSE	Community College Survey of Student Engagement
CHEA	Council for Higher Education Accreditation, a national, nongovernmental, self regulatory organization to foster and facilitate the role of accrediting bodies in promoting and ensuring the quality and diversity of American postsecondary education
CIP	Capital Improvement Program
CLEP	College-Level Examination Program, tests used to award college credit based on test scores
COE	College of Education
COP	Council of Presidents
DOE	Department of Education
DSO	Direct Support Organizations
EA/EO	Equal Access/Equal Opportunity
EAP	Employee Assistance Program
ECH	Equated Credit Hour
FACC	Florida Association of Community Colleges (now called AFC – Association of Florida Colleges)

Acronym/ Abbreviation	Definition
FACTS	Florida Academic Counseling and Tracking for Students – formerly the Statewide Student Advising System
FACU	Florida Association of Colleges and Universities
FBE	Florida Board of Education
FCAT	Florida Comprehensive Assessment Test
FCCS	Florida Community College System
FGIC	First Generation in College
FGO	Faculty Governance Organization
FRS	Florida Retirement System
FTE	Full Time Equivalent
GR	General Revenue
HB	House Bill
HVAC	Heating, Ventilating and Air Conditioning
ICS	Incident Command System
JUF	Joint Use Facility
LEED	Leadership in Energy & Environmental Design
LINCC	Library Information Network for Community Colleges
LRMA	Leepa-Rattner Museum of Art
MAX	Men Achieving eXcellence
MCTFT	Multijurisdictional Counterdrug Task Force Training Program
MOU	Memorandum of Understanding
NTPI	National Terrorism Preparedness Institute
OPS	Other Personnel Services (temporary employees)
PECO	Public Education Capital Outlay, state funds for construction, remodeling, renovation, and for site acquisition and development
PTK	Phi Theta Kappa (2-year college honor society)
RFC	Request for Contract
RFP	Request for Proposal
SACS	Southern Association of Colleges and Schools (Regional accrediting body)
SAP	Student Academic Progress
SBE	State Board of Education
SD-IO'S	Strategic Directions-Institutional Objectives
SEPSI	South Eastern Public Safety Institute
SGA	Student Government Association
SLIP	Sign Language Interpretation Program
SSH	Student Semester Hour, an enrollment measure equating to a college credit
SSI	Student Survey of Instruction
UPC	University Partnership Center
WOW	Women on the Way

## **SPC** St. Petersburg College

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The Board of Trustees of St. Petersburg College affirms its equal opportunity policy in accordance with the provisions of the Florida Educational Equity Act and all other relevant state and federal laws, rules and regulations. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, national origin, marital status, sexual orientation, gender identity, genetic information, or against any qualified individual with disabilities in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this Rule, the college will not tolerate such conduct. Should you experience such behavior, please contact Pamela Smith, the director of EA/EO/Title IX Coordinator at 727-341-3261; by mail at P.O. Box 13489, St. Petersburg, FL 33733-3489; or by email eaeo\_director@spcollege.edu.







15-1152-03