



Interim President Thomas E. Furlong



Thomas E. Furlong

Thomas E. Furlong, who retired from SPC in February, became SPC's Interim President on Jan. 1. Furlong, 62, was Senior Vice President, Baccalaureate Programs and University Partnerships, when he retired.

"I am honored that the Board of Trustees has entrusted me with this great responsibility at this important moment in the history of St. Petersburg College," Furlong said.

"I am very excited to re-join the SPC team as we transition from our long-time president to our new permanent president," he said. "I am truly delighted to have this opportunity to work with our outstanding students, faculty members and staff during the coming months."

Interim, continued on Page 4

Margaret Miller: 'The Wellness Challenge saved my life'



Margaret Miller

Margaret Miller believes she owes her life to SPC's Wellness Challenge - and to drinking plenty of water.

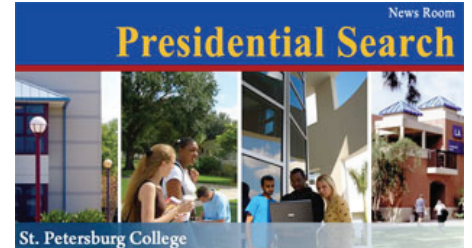
Miller, 59, an Administrative Specialist in the Dual Enrollment/Early College department at the Seminole Campus, decided the college's Wellness Challenge would be a good way to get in shape and improve her health. She embraced the program, including the part that urged drinking eight glasses of water daily.

"I purchased a very big insulated water bottle and began drinking," she said.

What she didn't know was that a stone was lurking in one of her kidneys - a stone that became dislodged as a result of all the water she had been drinking. The stone caused a great deal of pain, and it sent Margaret to a nearby emergency room in the middle of the night.

That would have been bad enough, but the worst news was still to come; when doctors examined her, they found something much worse than a kidney stone - a very large mass on the left side of her abdomen, attached to her adrenal gland.

Life, continued on Page 2



Presidential candidates narrowed to nine semifinalists

The 13-member Presidential Search Committee selected nine semifinalists Thursday from a field of 21. The nine will now prepare 10-minute videos that the committee members will view. The committee will convene Feb. 4 at noon to narrow the field to three to five people.

Related links:

[SPC Presidential Search Web site](#) - complete details on the search process, search committee members and candidates.

[St. Petersburg Times article](#) - Friday, Jan. 8

Visit the online version of the *Blue & White* for links to the following weekly columns:

- Birthdays/anniversaries
- Cultural Corner
- Locker Room
- SPC TV
- Sustainable SPC
- SPC Wellness and
- Visual Calendar

Joyce Burkhart dies at 66

Joyce Burkhart, a librarian who created the CyberLibrary at SPC's Seminole Campus, died Dec. 28 in Mission Viejo, Calif.

Mrs. Burkhart, who was 66, worked at SPC from 1985 to 2003. She taught English and managed the St. Petersburg/Gibbs Campus library from 1990 to '98 before moving to the Seminole Campus.

"Joyce Burkhart was a visionary leader," Seminole Campus Provost Jim Olliver said. "There are a few people who fundamentally change the direction of a place but aren't recognized for it because they are so far ahead of the time. Her BEEP (Best Educational E-Practices) series won international acclaim, using the emerging power of the Internet to create links off of a two-page document to explore the full range of issues on the topic.

"The CyberLibrary she started at Seminole was the first easy-to-navigate online library around, and when there was a concern that when SACS visited we'd be cited negatively for lack of physical resources, we actually ended up getting a commendation for Joyce's creative, ground-breaking work on accessing electronic resources."

Mrs. Burkhart is survived by her husband of 40 years, Robert; a daughter, Laura Curtis; and a granddaughter, Elizabeth. The family has asked that donations in her memory be made to Journey's End Animal Sanctuary, P.O. Box 220163, Glenwood, FL 32722.

A remembrance ceremony will be held in TL108 on the Seminole Campus from 1 to 4 p.m. on Thursday, Feb. 11. Mrs. Burkhart's husband and daughter are expected to attend.



111th commencement

Sara Rueda Cuartas delivers a Student Perspective at the college's morning graduation ceremonies Dec. 19 at the First Baptist Church of Indian Rocks. Cuartas was one of five students who delivered Student Perspectives at one of the two ceremonies. She received her Associate in Arts degree. Almost 500 students received a degree or certificate. It also was the last graduation for retiring President Carl M. Kuttler Jr., who presided over both ceremonies. View the [2009 fall graduation ceremony](#).

Life, continued from Page 1

"It was already bleeding," she said. "The doctors said I could have bled to death."

Margaret's story had a happy ending – the kidney stone was taken care of, and then doctors performed laparoscopic surgery to remove the benign tumor.

Margaret said she had been reluctant to take part in the Wellness Challenge, but she now believes it saved her life.

"I am so thankful for the Wellness Challenge," she said. "I truly believe that this program saved my life."

Margaret said she took part in a previous wellness program that required her to wear a pedometer, something she didn't like very much because of the inconvenience factor.

"When you are busy with work you hate to be interrupted to do something like that," she said. "But I will never complain about that again. Plus, the wellness program

almost challenges you to prove to yourself that you can make changes. I think people like challenges."

Steve Malla, SPC's Wellness Director, said the Wellness Challenge has had many good outcomes, but none as dramatic as Margaret's.

"The Wellness Challenge has had many success stories, mainly with employees losing weight, getting more sleep and exercising more," Malla said. "But Margaret's success tops the list!"

Equal Opportunity

St. Petersburg College is dedicated to the concept of equal opportunity. The college will not discriminate on the basis of race, color, religion, sex, age, national origin, or marital status, 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 the director of EA/EO at 727-341-3261; by mail at P.O. Box 13489, St. Petersburg, FL 33733-3489; or by e-mail at ea_eo_director@spcollege.

FOCUS ON TRAINING

SPC's Staff and Professional Development program has expanded the available training opportunities for college employees. Each month, the *Blue & White* features a different training opportunity.

Improve your communication skills

"The problem with communication," said George Bernard Shaw, "is the illusion that it has been accomplished." We all have been in a situation where we wish we had said something differently, or not at all. Sometimes we think we're clear, but we're not. Everybody can improve communication skills.

How can you improve your communication skills? Consider any of these online modules available from the Video Streaming Library:

- Seven Steps to Improving Communication
- Developing Positive Assertiveness

- Six Ways to Resolve Conflict
- Overcoming Negative Behavior
- Listening and Understanding

Interested in enrolling?

- First, make sure it relates to your work and that you have your supervisor's approval.
- Then, fill out the [Video Streaming Library Application](#) and indicate which course(s) you would like to enroll in.
- Wait for an e-mail response and then you are on your way.

For more information, contact [Matthew Stewart](#) in Human Resources at Ext. 3116.

Nominations sought for Apollo and new Alumni Achievement awards

[The Apollo Award](#), given each year since 1966, is presented by the St. Petersburg College Alumni Association to the top associate degree graduate. Winners are chosen for their leadership, scholastic standing, community service, honors and awards. Now, the association is adding an award for baccalaureate graduates.

The awards will be:

- Associate degree recipient - Apollo Award
- Baccalaureate degree recipient - Alumni Achievement Award

The winner receives:

- Scholarship check for \$1,000 for the Apollo

Award, \$1,500 for the Alumni Achievement Award

- Lifetime membership in the SPC Alumni Association
- One-year honorary appointment to the SPC Alumni Association Board of Directors

Nominate your favorite student

[Nominations can be made online](#) by a full-time or part-time employee of SPC, an alumnus of SPC, a currently enrolled student or the nominee (self-nomination).

All nominees must have:

- Graduated from SPC in July or December 2009, or will be graduating in May 2010
- Minimum GPA of 3.25 for Apollo Award and 3.50 for

Achievement Award

- Demonstrated leadership qualities
- Involved in college activities
- Participated in community service

NOTE: Nominees for the Alumni Achievement Award must have attended SPC for all four years of their college career. No transfer students will be considered. Apollo Award winners are eligible to receive the Alumni Achievement Award as well, but will not be given special consideration.

Furlong came to SPC in August 2001, to develop the college's new four-year program and to oversee the University Partnership Center. When he retired in February of 2009, the college had more than 4,000 baccalaureate students, 2,000 baccalaureate graduates and 27 majors.

Before coming to St. Petersburg College, Furlong was Deputy Executive Director for Educational Services of the Florida Community College System.

He was Vice President for Educational Services at Tallahassee Community College from 1987 to 1995 where he served twice as acting president.

From 1984-1987 he was executive director of the Florida Postsecondary Education Planning Commission — the PEPC Commission — and worked with the state's community colleges and its universities. He directed PEPC's research toward the first State Master Plan for Postsecondary Education and

Supplements and was cited by the governor and the Cabinet for having "contributed significantly to the progress of higher education in Florida."

A psychology major at Philadelphia's La Salle University in the late 1960s, he holds a master's in Counselor Education and a Ph.D. in Postsecondary Education Management from Florida State.

A Florida resident since 1969, Furlong is married and has five children.

Save the date for Jan. 22 alumni event

The St. Petersburg College Alumni Association invites you to join them for a night of "Making student dreams come true" on Friday, Jan. 22 at 6:30 p.m. at the Leepa-Rattner Museum of Art.

Mingle with SPC alumni, students and staff as they award \$25,000 in scholarships raised from Dollars for Scholars thrift store.

Other highlights include:

- Live music by Charlie Coffman and the Easy Street Band
- Taste of Tarpon hors d'oeuvres buffet and Viennese dessert table
- Door prizes and drawings for scholarship naming opportunities
- Four free lifetime memberships to the SPC Alumni Association

The cost is \$25 per person. RSVP to [Tiffany Stallard](#) by Friday, Jan. 8. Dress is casual.

Onward & Upward

As part of the City of Clearwater's art in public spaces initiative, [Marjorie Greene](#), Fine & Applied Arts instructor on the Clearwater Campus, will show her large format drawings. Greene's art will be on display at City Hall through March 31. Student and faculty works from the Clearwater Campus Fine Arts Department will be highlighted throughout the exhibit season at Clearwater City Hall and the Main Library.

[Thomas R. Loveland](#), a Department of Technology Education instructor on the Clearwater Campus, will be awarded the top-rated peer-reviewed article written by university teacher educators for his article "[Teaching Design in Television Production Technology: The Twelve Steps of Preproduction](#)" that he co-authored for the May/June 2009 issue of *The Technology Teacher*. The award will be presented by [the International Technology Education Association \(ITEA\)](#) at its annual conference in Charlotte, N.C. on March 20.

Meeting Notices

The Development Committee for the Board of Directors for the Leepa-Rattner Museum of Art will meet on Wednesday, Jan. 13 at 3 p.m. in the Interactive Gallery in the museum to discuss general business.

The SPC Foundation will have a Finance and Investment Advisory Committee meeting on Thursday, Jan. 21 at 9 a.m. in Room 102 at the District Office, 6021 142nd Avenue North, Largo, to discuss general business.

The Collections Committee for the Board of Directors for the Leepa-Rattner Museum of Art will meet on Wednesday, Jan. 27, at 2:30 p.m. in the Associate Curator & Registrar's office in the Museum to discuss general business.

BOT *Highlights*

DECEMBER 15, 2009

PRESENTATION OF RETIREMENT RESOLUTION

Ms. Suzy A. Balasis, West St. Petersburg Community Library, St. Petersburg/Gibbs Campus, accompanied by her colleagues, was presented with a retirement resolution by President Kuttler and Chairman Brett.

EXPENDITURES AND CONTRACTS (exceeding \$250,000)

The Board approved an amendment to an agreement with Higher One, Inc. to allow for College employees to open up bank accounts through Higher One to receive direct deposits from the College.

GRANTS/RESTRICTED FUNDS CONTRACTS

The Board authorized applications for and acceptance of grant funding (if awarded) from: (1) National Forensic Science Technology Center for video production and post-production services; and (2) Florida Department of Education to provide expanded computerized placement testing to eligible and interested high school students for 2009-10.

CAPITAL OUTLAY (Money that can be spent only on construction projects)

The Board approved the following:

- (1) Disposition of Surplus or Obsolete Property;
- (2) Certificate of Final Inspection & Release of Final Payment, Chilled Water Loop, Business Technologies, CL;
- (3) Miscellaneous Civil Engineering Services for Projects Collegewide;
- (4) Amendment to Lease Agreement between St. Petersburg College and St. Petersburg Downtown Partnership, Inc. for lease of space at the Downtown Center;
- (5) Amendment extending Lease Agreement between St. Petersburg College and St. Petersburg Pier Aquarium, Inc. for lease of space at the Downtown Center;
- (6) Name change of (old) Natural Science Building, CL, to Social Science Building;
- (7) Name change of Word Processing Building, SP/G, to Music Industry Recording Arts (MIRA) Building; and
- (8) Phase I Schematic Design Documents & Preliminary Guaranteed Maximum Price,

Business & Professional Women's (BPW) Scholarship House, SP/G.

CREDIT CURRICULUM CHANGES

EFFECTIVE TERM I, 2009-2010:

The Board approved **changes** in the following program: BAS Degree: Paralegal Studies (LEGAL).

EFFECTIVE TERM II, 2009-2010:

The Board approved **addition** of the following courses: ARC 2180C Introduction to Digital Design and Fabrication; COM 3720 Interpersonal Communication for Professionals; MUC 1618 Film Scoring II – Television Episodic; MUC 1619 Film Scoring III – Feature Length; MUM 1624 Electronic Music: Synthesis and Sampling II; MVK 1318 Keyboard for Rock, Jazz, Blues and Funk I; MVK 2328 Keyboard for Rock, Jazz, Blues and Funk II; MUM 1XXX Performance Techniques; MUN 1041 Hand Drumming Techniques; MUN 17XX Improvisation Techniques; SYG 1XXX Stress Management and Assertiveness Training.

The Board approved **changes** in the following courses: ASL 1160C Advanced American Sign Language with Lab; ASL 1300 Structure of American Sign Language; ASL 1430 Fingerspelling; ATE 4000 Veterinary Technology Precapstone; BCH 3023 Elementary Organic and Biological Chemistry; BSC 3096 Human Biology; BUL 3310 Advanced Legal Environment of Business; CTS 2321 Linux System Administration I; EDF 3862 International Perspectives in Education; FIN 1000 Principles of Finance; INT 1000 Fundamentals of Interpreting; INT 1000L Fundamentals Lab; INT 1200 Interactive Interpreting; INT 1202 Interpreting / Transliterating; INT 1231 Voicing I; INT 1232 Voicing II; INT 1400 Issues in Educational Interpreting; INT 1480 Interpreting Specialized Topics; INT 1941 Interpreting Practicum; INT 1942 Interpreting Internship; MVV 1317 Pop Vocal Style; MVV 2327 Pop Vocal Style II; PCB Ecology with Lab; PCB 3063C Genetics with Lab; PCB 4674 Adaptation in Plants and Animals; PCB 4723C Comparative Animal Physiology with Lab; PHT 2252 Orthopedic Disabilities and Treatment.

Highlights continued on next page

The Board approved **deletion** of the following courses: ACG 2100 Intermediate Accounting I; CET 2627 Building Cisco Multilayer Switched Networks; CET 2628 Cisco Internetworking Troubleshooting Support; CET 2665 Secure PIX Firewalls; CGS 1510 Electronic Spreadsheet I; CGS 1520 Microcomputer Business Presentations/Graphics; CGS 1540 Microcomputer Database Management I; CGS 1930 Microcomputer Systems Software; CGS 2103 Advanced Microcomputer Applications; CNT 2500 Data Communications; COP 2222 Advanced C++ Programming for Business; COP 2224 C++ Windows Programming for Business; COP 2349 Shell Programming for System Administrators; CTS 2205 Advanced Excel (Microsoft Specialist); CTS 2213 Outlook (Microsoft Specialist); CTS 2220 Advanced Word (Microsoft Specialist); CTS 2230 Advanced PowerPoint (Microsoft Specialist); CTS 2332 Linux/Unix Domain Name Service (DNS) Administration; CTS 2333 Linux/Unix Network Administration; CTS 2431 Advanced Access (Microsoft Specialist); MNA 1744 Effective Project Management; MNA 1771 Critical Skills for Supervisors; MNA 1781 Effective Business Communications Skills; MNA 1783 Delivering Effective Business Presentations; MNA 1788 Problem Solving Techniques; OST 1100 Keyboarding I; OST 1741 Microcomputer Word Processing; OST 1793 Internet Orientation; OST 1812 Desktop Publishing II.

The Board approved **addition** of the following programs:

CT Program: Linux System Administrator (LINUXSA), Web Design (WEBDS).

The Board approved **changes** in the following programs:

BS Degree: Business Administration (BUS), Business Technology Education (BTEED), Middle Grades General Science Education (5-9) (MGSED);

AS Degree: Business Administration (BUS), Computer Networking (COMPNET), Computer/Web Programming and Analysis (CWPA), Financial Services-Banking (FINSV), Insurance Services (INSVS), Music Industry/Recording Arts (MIRA), Website Design and Management (WEBSDM);

AAS Degree: Business Administration and Management (MGMT or MKT), Industrial Management Technology (INMG);

CT Program: Accounting Applications (ACTAP), Business Administration (BUSADM), Computer/Web Programming Specialist (CWPS).

The Board approved **deletion** of the following programs:

AS Degree: Accounting (ACCTG);

CT Program: Microsoft Certified IT Professional Enterprise Administrator (MCITPEA).

EFFECTIVE TERM III, 2009-2010:

The Board approved **deletion** of the following courses: ACG 2110 Intermediate Accounting II; CGS 2103 Advanced Microcomputer Applications; COP 1829 Web Graphics I; CTS 2213 Outlook (Microsoft Specialist); CTS 2220 Advanced Word (Microsoft Specialist); OST 1100 Keyboarding I; OST 1110 Keyboarding II; OST 1793 Internet Orientation; OST 1810 Desktop Publishing I; OST 1812 Desktop Publishing II; TAX 2000 Introduction to Business Taxes.

2009-2012 GOALS/2010-2011 INSTITUTIONAL INITIATIVES

As part of the planning for the 2009-2012 Goals and 2010-2011 Institutional Initiatives, the Board was asked to review the previous year's document approved in February 2009 and offer any input as it goes forward to Cabinet and then to the Board for final approval in February 2010.

PRESIDENT'S CONTRACT NEGOTIATIONS

Board Attorney Joseph Lang distributed the most current recommendation for the president's retirement package and addressed each area of the president's compensation package as previously discussed, followed by proposed changes based on further research. His revised recommendation included that President Kuttler be paid in cash a net total of entitlements of \$116,058.37, and pursuant to his contract, the College release ownership of his computer, peripherals, software and College internet hookup to the president, who will assume maintenance, and that the balance of the entire accrued sick leave payout of \$257,641.67 be paid into a restricted account in honoring the terms of the contract, subject to a contingency that the auditors complete the audit before the funds are released to the president and that the audit does not contain

any determination that payment of this amount be prohibited by any existing law. Mr. Lang said he believes this recommendation fully protects the president and honors his contract, and if the auditor determines the full amount is not lawful, the funds would be returned to the College's general fund. Following lengthy discussion regarding several lingering concerns of the Board, trustees voted 4-1 to (1) delay a decision on compensation in regard to termination of the president's contract; (2) since the Board felt it was getting into a highly regulatory area in these negotiations, ask Mr. Lang to engage a law firm with experience and expertise in the area of state employment contracts to help the Board make a recommendation on the provisions of the president's contract; and (3) concurrently ask Mr. Lang to request an expedited opinion from the Attorney General to get clarity on the ambiguous provisions of the contract regarding compliance with the law. After further discussion, the Board, based on advice given from legal counsel and Human Resources, agreed 4-1 to pay the president for the vacation leave he is due, provided the president's termination date with SPC is on or before Dec. 31, 2009. The president confirmed his plan to retire as of Dec. 31, 2009.

INTERIM PRESIDENT'S CONTRACT

Mr. Lang reported on negotiations in regard to the contract for Interim President Dr. Thomas E. Furlong, Jr. He briefed the Board on two recommendations from Dr. Furlong, one being that he be paid in this position for a minimum of three months in the case

of a new president being selected and taking office sooner than anticipated, and the second in regard to the provision of transportation or a vehicle to Dr. Furlong, to which he expressed a preference for driving his own car with an allowance from the College of \$500 per month. The Board approved the contract as submitted with the understanding that Dr. Furlong's two recommendations be amended into the contract by Mr. Lang.

REPORT ON PRESIDENTIAL SEARCH COMMITTEE

Mr. Johnston, as Presidential Search Committee chair, provided a brief summary of the Committee's first meeting on Dec. 10. He noted that the Committee's next meeting is scheduled for Jan. 7, whereby they have been charged to reduce the pool of 23 candidates down to 8, and that Dr. Jeff Hockaday, the search consultant, will then send out questions for those 8, whose responses will be circulated to all members to then reduce down to 4. Board Chairman Brett stated he has received numerous correspondence related to both the search process and the president's contract issues, and he submitted all to the Board clerk as public record per a decision made by the Search Committee.

JANUARY BOARD OF TRUSTEES MEETING

The Board's next meeting was confirmed for Tuesday, January 19, 2010, at the EpiCenter, beginning with a workshop on textbook matters at 8 a.m., followed by the meeting at 8:30 a.m. or soon thereafter.

The Blue & White

Editor: Mike O'Keeffe | Web Designer: Barbara Wolter | Writers: Cathi Carr and Bill Frederick

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St. Petersburg College – JANUARY 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p style="font-size: small;">★ ★ ANGEL SYSTEM OFFLINE DAILY 6-7AM ★ ★</p> <div style="border: 1px dashed black; padding: 5px; margin: 5px 0;"> <p style="font-size: x-small; margin: 0;">Important DATE!</p> <p style="font-size: x-small; margin: 0;">0420 Sr Citz & State Employee Regular Class Registration runs Fri, Jan 8th through Fri, Jan 15th</p> </div>	<p style="font-size: x-small;">0420 Spring Reg, 1st 8-Wk Mod & Online Classes BEGIN</p> <p style="font-size: x-small;">SE & SP Libraries -In Session Hours <u>Resume</u></p> <p style="font-size: x-small;">State Reporting Due 1/25-Ensure that all information is in PS</p>	<p style="font-size: x-small;">0420 Spring 1st Draft Course Schedule List to Deans/PDs/AC</p> <p style="font-size: x-small;">0425 Summer NONC PDs send Rm Requests to <u>Sites</u></p>	<div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p style="font-size: x-small; margin: 0;">Academic & Student Affairs Hours:</p> <p style="font-size: x-small; margin: 0;">Mon-Thu: Jan 4-7, Jan 11-14 = 8:30AM – 7:00PM</p> <p style="font-size: x-small; margin: 0;">Fri: Jan 8 = 8:30AM – 4:00PM</p> <p style="font-size: x-small; margin: 0;">Sat: Jan 9 = 9:00 AM – 2:00PM</p> <p style="font-size: x-small; margin: 0;">Fri: Jan 15 = 8:30AM – 2:00PM</p> </div>	<p style="font-size: x-small;">0420 = SPRING</p> <p style="font-size: x-small;">0425 =SUMMER</p>	<p style="font-size: x-small;">1 New Year's Day</p> <p style="font-size: x-small;">SE & SP Libraries CLOSED</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0; text-align: center;"> <p style="font-size: x-small; margin: 0;">COLLEGE CLOSED</p> </div>	<p style="font-size: x-small;">2</p> <p style="font-size: x-small;">SE Library OPEN</p> <p style="font-size: x-small;">SP Library CLOSED</p>
<p style="font-size: x-small;">3</p> <p style="font-size: x-small;">COLLEGE CLOSED</p>	<p style="font-size: x-small;">4</p> <p style="font-size: x-small;">SE & SP Libraries OPEN – Out of Session hours Jan 4 -10</p> <p style="font-size: x-small;">Last day to apply for Payment Plan</p>	<p style="font-size: x-small;">5</p> <p style="font-size: x-small;">0420 Spring Universal Due Date</p> <p style="font-size: x-small;">0420 Spring Book Line of Credit</p>	<p style="font-size: x-small;">6</p> <p style="font-size: x-small;">Deadline for 1/26 C & I Meeting</p>	<p style="font-size: x-small;">7</p>	<p style="font-size: x-small;">8</p> <p style="font-size: x-small;">Lower Division and 12 Month Faculty Report</p> <p style="font-size: x-small;">0420 Spring SrCitz/St Employ Regular Class Registration BEGINS</p>	<p style="font-size: x-small;">9</p> <p style="font-size: x-small;">ACADEMIC & STUDENT AFFAIRS OFFICES OPEN 9AM- 2 PM</p>
<p style="font-size: x-small;">10</p>	<p style="font-size: x-small;">11</p> <p style="font-size: x-small;">0420 Spring Reg, 1st 8-Wk Mod & Online Classes BEGIN</p> <p style="font-size: x-small;">SE & SP Libraries -In Session Hours <u>Resume</u></p> <p style="font-size: x-small;">State Reporting Due 1/25-Ensure that all information is in PS</p>	<p style="font-size: x-small;">12</p> <p style="font-size: x-small;">** No Registration Allowed After First Class Meeting</p> <p style="font-size: x-small;">0420 Spring Book Line of Credit</p>	<p style="font-size: x-small;">13</p>	<p style="font-size: x-small;">14</p>	<p style="font-size: x-small;">15</p> <p style="font-size: x-small;">0420 Spring Classes:</p> <p style="font-size: x-small;">-Last day to drop/ref/chg to audit Reg, Online & 1st 8-Wk Mod --Sr Citz/State Employee Regular Class Reg. ENDS</p> <p style="font-size: x-small;">-Weekend Classes BEGIN</p> <p style="font-size: x-small;">- ** Last day to register for Online Regular & 1st 8 WK Mod Classes</p>	<p style="font-size: x-small;">16</p>
<p style="font-size: x-small;">17</p>	<p style="font-size: x-small;">18</p> <p style="font-size: x-small;">Martin Luther King Day</p> <p style="font-size: x-small;">COLLEGE, SE & SP Libraries CLOSED</p>	<p style="font-size: x-small;">19</p> <p style="font-size: x-small;">0425 Summer 1st Draft Course Schedule List to Deans/PDs/AC</p>	<p style="font-size: x-small;">20</p> <p style="font-size: x-small;">AIS/HR sends load sheets to Ps/VPs by 12PM</p> <p style="font-size: x-small;">Deadline for 2/9 C & I Meeting</p>	<p style="font-size: x-small;">21</p>	<p style="font-size: x-small;">22</p> <p style="font-size: x-small;">0420 Spring Classes:</p> <p style="font-size: x-small;">-Last day to drop/ref/chg to audit Weekend Classes</p> <p style="font-size: x-small;">-Grade Rosters Available Online</p> <p style="font-size: x-small;">-Non FA Refund BEGINS</p>	<p style="font-size: x-small;">23</p>
<p style="font-size: x-small;">24</p> <p style="font-size: x-small;">TOMMORROW!</p> <p style="font-size: x-small;">State Reporting Due Date</p>	<p style="font-size: x-small;">25</p> <p style="font-size: x-small;">0425 Summer 2nd Draft Course Schedule List to Deans/PDs/AC</p> <p style="font-size: x-small;">0425 Summer NONC PDs send Rm Requests to <u>Sites</u></p>	<p style="font-size: x-small;">26</p> <p style="font-size: x-small;">0420 Spring No Show Withdrawal Process BEGINS</p> <p style="font-size: x-small;">C & I Meeting</p>	<p style="font-size: x-small;">27</p> <p style="font-size: x-small;">Deans/PDs/AC Delinquent Attendance Reports Due by 6PM</p>	<p style="font-size: x-small;">28</p> <p style="font-size: x-small;">Deadline to mail 1098T</p>	<p style="font-size: x-small;">29</p> <p style="font-size: x-small;">Corrections in PS completed by sites/load sheets due back to HR</p>	<p style="font-size: x-small;">30</p>
<p style="font-size: x-small;">31</p>	<p style="font-size: x-small;">0420 Spring Book Line of Credit – Ends 1/28</p>					