

BOT *Highlights*

OCTOBER 20, 2009

UPDATE ON THE PRESIDENTIAL SEARCH PROCESS

Chairman Brett reported on the status of the Presidential Search Process, whereby he shared the results of the October 16 meeting that set the candidate profile for the next president, as well as the composition and selection of the Search Committee. He said the trustees accepted the recommendation of Dr. Hockaday in establishing the required credentials of a minimum of an earned doctorate from a regionally accredited institution; required experience of at least 5 years' high-level successful leadership in higher education or its equivalent; and desired attributes that are all available for viewing online as part of the application. He further reported on the decisions made in regard to the 13-member Search Committee, including Mr. Burke and Mr. Johnston serving as the two appointed trustees; 3 diverse faculty to be appointed by the Board from a pool of 6 who will be recommended by the Faculty Governance Organization; 1 SPC administrator and 1 SPC Career Service employee to be appointed by the Board from a pool of self-nominated qualified applicants narrowed down to 2 each by Chairman Brett and Dr. Hockaday; 1 student, the Student Government Association president currently serving on President's Cabinet; the currently serving SPC Foundation president or his designee; and 4 from the community, each participating trustee nominating 1. Mr. Brett stated the Board's hope is that all Search Committee members are identified at the conclusion of the November 17 Board meeting. He noted that the process continues to move forward, with the Committee's first meeting tentatively set for mid-December.

EXPENDITURES AND CONTRACTS

The Board accepted the following Quarterly Reports as information only: (1) Exempt and Non-Exempt Purchases Not Exceeding \$250,000 each; and (2) Contract Items Not Exceeding \$250,000 (or those that were previously approved, but have been amended, modified, extended, clarified or canceled / withdrawn). Approval was given by the Board to enter into the following: (1) Agreement with Ricoh Americas Corporation to provide Collegewide copier / multi-function device services for institutional and staff support; (2) Mutual Aid Agreement with the Florida Division of Emergency Management, which is intended to leverage limited resources and provide mutual assistance between governmental entities such as counties, cities, educational districts, colleges and universities during a disaster; and (3) Extension of agreement with Verizon, Florida, Inc. to provide local and long distance telephone service to the College. The Board further accepted a revised Consular Corps College agreement

with the provision that status reports would be provided to the Board after Years 1, 2 and 3 to determine how the collaboration is measuring up to the business plan as presented.

GRANTS/RESTRICTED FUNDS CONTRACTS

The Board authorized applications for and acceptance of grant funding (if awarded) from: (1) Coleman Foundation – Elevator Grant Competition; (2) U.S. Department of Education – Alternative Certification for Teachers, Paraprofessional Transition to Teaching Program; and (3) U.S. Department of Justice, Office of Community Oriented Policing Services – Spanish Speakers Response to Human Trafficking: An Emerging National Security Issue and Its Impact at U.S. Borders.

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

The Board accepted, as information only, the Quarterly Report of Construction Contract Approvals Not Exceeding \$250,000. The Board approved the following: (1) Quarterly Selection of Pre-Qualified Small Contractors; (2) Certificate of Final Inspection & Release of Final Payment, Remodel/Renovate (Demolition), Social Science Building, CL; (3) Certificate of Final Inspection & Release of Final Payment, Faculty Offices Renovation, SE; (4) Phase III Construction Documents & Guaranteed Maximum Price, Parking Lot Renovation Adjacent to Gymnasium, SP/G; (5) Phase I Schematic Design Documents & Preliminary Guaranteed Maximum Price, Remodel/Renovate for Classrooms/Labs, College of Education, Olympia Building, TS; (6) Purchase of the County-Owned Property to House the Veterinary Technology Special Purpose Center; and (7) Phase I Schematic Design Documents & Change Order No. 1, Veterinary Technology Building, Veterinary Technology Special Purpose Center. The Board additionally was provided with an update on the pending purchase of property owned by Faith United Church of Christ adjacent to the Clearwater Campus.

CHANGES TO THE BOARD OF TRUSTEES' RULES

The Board approved the following changes to the Rules and Procedures Manual: (1) Rule 6Hx23-1.02 Philosophy and Objectives (Purpose) of the College. This clarifies and updates the mission statement and goals for 2009-2010; (2) Rule 6Hx23-1.062 Presidential Compensation Package. This clarifies requirements relating to the President's contract; (3) Rule 6Hx23-1.34 Discrimination Grievance Rule. This highlights the College's commitment to its

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policy for nondiscrimination and clarifies the applicability and availability of the informal and formal procedures for employees and students. It also includes provisions relating to complaints brought forth in bad faith and the prohibition of retaliatory action taken against those who may bring a complaint or provide information or testimony as part of a discrimination grievance; (4) Rule 6Hx23-2.19 Employment of Career Employees – Discipline and Performance Improvement. This changes the Rule title to *Employment of Career Service Employees – Standards of Conduct, Discipline and Corrective Action* and clarifies such standards; and (5) Rule 6Hx23-2.31 Sick Leave and Leave for Illness in Line of Duty, and Rule 6Hx23-2.902 Workers Compensation. These clarify language with regard to illness in line of duty by stating that a maximum of seven (7) total days within a calendar year may be authorized for employees who qualify for illness in line of duty, regardless of the number of separate and distinct compensable injuries or illnesses sustained by such employee.

CREDIT CURRICULUM CHANGES

EFFECTIVE TERM I, 2008-2009:

The Board approved **addition** of the following programs: BS degree: Elementary Education (ELED) and Exceptional Education (ESED). The Board approved **deletion** of the following programs: BS degree: Elementary Education (ELED) and Exceptional Education (ESED).

EFFECTIVE TERM I, 2009-2010:

The Board approved **addition** of the following courses: ATE 1301 Basics of Veterinary Management; ATE 1302 Legal Issues for the Veterinary Hospital; ATE 1303 Marketing for the Veterinary Hospital; ATE 1304 Veterinary Financial Accounting; ATE 2947 Veterinary Work Experience V; EDF 4270 Comparative and International Education; EDF 4271 Sociology of Education; EVR 12XX Environmental Regulation and Compliance; PLA 4XXX Real Property Law. The Board approved **changes** in the following courses: ATE 4000 Veterinary Technology Precapstone; EEX 4094 The Nature of Autism; EEX 4291 Effective Learning Environments for Students with Autism; EEX 4761 Communication with Students with Autism, Families and Other Professionals; EEX 4941 The Nature of Autism Field Experience; EEX 4942 Effective Learning Environments for Students with Autism Field Experience; EEX 4943 Communication with Students with Autism, Families and Other Professionals Field Experience; EVT 3261 Program Management: Technology Education; EVT 4333 Instructional Methods in Secondary Technology Education; EVT 4407C Energy and Power Systems with Lab; EVT 4065 History and Principles of Vocational Education; EVT 4165 Curriculum Construction: Industrial Technical Education; EVT 4365 Basic Teaching Methods: Industrial and Technical Education; EVT 4562 Vocational Education for Students with Special Needs; MLT 2362L Hematology and Body Fluids Laboratory;

MLT 2400L Clinical Microbiology Laboratory. The Board approved **deletion** of the following courses: BTE 4161 Coordination and Management of Cooperative Programs; BTE 4909 Directed Study Business Technology Education; HIM 1031C Medical Transcription I; HIM 2032C Medical Transcription II; HIM 2033C Medical Transcription III; HIM 2034C Medical Transcription IV. The Board approved **changes** in the following programs: CT program: Veterinary Management (VMG); AS degree: Engineering Technology (ENG); Environmental Science Technology (ENVSC); BS degree: Educational Studies (EDST); BAS degree: Paralegal Studies (LEGAL); Sustainability Management (SUSMGT).

EFFECTIVE TERM II, 2009-2010:

The Board approved **addition** of the following courses: AMH 2010H Honors History of the United States I. The Board approved **changes** in the following courses: DEH 4851 Dental Hygiene Practice Management. The Board approved **addition** of the following programs: CT program: Veterinary Practice Management (VETTC). The Board approved **deletion** of the following programs: CT program: Veterinary Hospital Management (VEHM).

SPC WEB-BASED ARTS CALENDAR

The Board approved staff moving ahead with a feasibility study and possible subsequent implementation of a web-based arts calendar for the West Coast of Florida, to be controlled by the College, whereby a central site would be provided for museums, performance groups, churches, etc. to advertise their activities. The president said he would be developing a business plan, which would include a fee for advertising events on the site by the various entities and SPC-related banners and advertisements as sold to other organizations. The Board encouraged heavy promotion of the site, particularly during the first year.

CONFIRMATION OF NOVEMBER MEETING & RELOCATION OF DECEMBER MEETING

The Board confirmed its next meeting for Tuesday, November 17, 2009 at the EpiCenter, 8:30 a.m. The Board further agreed to relocate its December 15 meeting to the St. Petersburg/Gibbs Campus Student Services Building, tentatively scheduled to begin at 8:30 a.m.

MEETING OF THE GOVERNING BOARD OF THE ST. PETERSBURG COLLEGIATE HIGH SCHOOL

In accordance with requirements of the law for Governing Boards of charter schools to meet bi-annually, the trustees met as the Governing Board of the St. Petersburg Collegiate High School (SPCHS) as Principal Starla Metz and Curriculum Specialist Dr. Ian Call presented the following agenda items for review and approval: 2008-09 Highlights, SPCHS Proposed Budget; SPCHS Audit; and Technical Assistance Paper. The Board approved the proposed budget and audit as presented.