

# MINUTES OF THE NOVEMBER 17, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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The Board of Trustees of St. Petersburg College met on Tuesday, November 17, 2020 at the St. Petersburg College Allstate Center, DeSoto Room, 3200 34<sup>th</sup> Street S, St. Petersburg, Florida. The following Board members were present: Chair Katherine Cole, Bridgette Bello, Deveron Gibbons, Thomas Kidwell and Nathan Stonecipher were present. Dr. Tonjua Williams, President of St. Petersburg College and Secretary to the Board of Trustees was also present. Proof of public notice of this meeting is included as part of these minutes. Notices were duly posted.

## NOTICE OF MEETING BOARD OF TRUSTEES, ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, November 17, 2020 at the St. Petersburg College Allstate Center, DeSoto Room, 3200 34<sup>th</sup> Street S., Petersburg, Florida The meeting will be held for the purpose of considering routine business of the College; however, there are no rules being presented for adoption or amendment at this meeting.

A copy of the agenda may be obtained within seven (7) days of the meeting on the [SPC Board of Trustees website](#) at [www.spcollege.edu](http://www.spcollege.edu), or by calling the Board Clerk at (727) 341-3241.

Members of the public are given the opportunity to provide public comment at meetings of the Board of Trustees concerning matters and propositions on the agenda for discussion and Board action. At the Board meeting, in advance of the time for public comment on the agenda, individuals desiring to speak shall submit a registration card to the Board Clerk, Ms. Rebecca Turner, at the staff table. Policy and procedures regarding public comment can be found on the [SPC Board of Trustees website](#) at [www.spcollege.edu](http://www.spcollege.edu)

If any person wishes to appeal a decision made with respect to any matter considered by the Board, he or she will need a record of the proceedings. It is the obligation of such person to ensure that a verbatim record of the proceedings is made. Section 286.0105, Florida Statutes.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the agency five business days before the meeting by contacting the Board Clerk at 727-341-3241. If you are planning to attend the meeting and are hearing impaired, please contact the agency five business days before the meeting by calling 727-791-2422 (V/TTY) or 727-474-1907 (VP).

**20-081.** In accordance with the Administrative Procedure Act, the following Agenda was prepared:

## AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES

**November 17, 2020**

SPC ALLSTATE CENTER (DESOTO ROOM)  
3200 34<sup>th</sup> STREET S  
ST. PETERSBURG, FL  
**SPECIAL MEETING: 9:00 A.M.**

**I. CALL TO ORDER**

- A. Invocation
- B. Pledge of Allegiance

**II. RECOGNITIONS**

- A. SPC Spotlights
  - 1. New Associate Vice President, Budgeting
  - 2. Interim Associate Vice President, Human Resources

**III. COMMENTS**

- A. Board Chair
- B. Board Members
- C. President
- D. Public Comment pursuant to §286.0105 FS

**IV. REVIEW AND APPROVAL OF MINUTES**

Board of Trustees' Meeting of October 20, 2020 (*Action*)

**V. MONTHLY REPORTS**

- A. General Counsel
- B. Faculty Governance Organization – Dr. Jeffery Briggs, Chair (*Presentation*)

**VI. STRATEGIC FOCUS**

**A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT**

- 1. 2021-2024 Strategic Plan Update – Ms. Madeline Pumariega, Strategic Plan Consultant (*Presentation*)
- 2. Legislative Update – Mr. Chris Schnoonover, Partner, Capital City Consulting (*Presentation*)

**VII. CONSENT AGENDA**

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

# MINUTES OF THE NOVEMBER 17, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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1. ADMINISTRATIVE MATTERS
  - a. Human Resources
    - i. Personnel Report (*Action*)
  - b. Construction
    - i. Approval of Guaranteed Maximum Price (GMP), Project Number 1707-X-20-1, Renovation of Epi Tech (*Action*)
2. GRANTS/RESTRICTED FUNDS CONTRACTS
  - a. Florida Department of Education (FLDOE) – Entrepreneurship Education and Training (*Action*)
  - b. Firehouse Subs - Public Safety Foundation Grant Program (*Action*)
  - c. America Walks – Community Change Grant (*Action*)
  - d. Florida Department of Military Affairs, Florida National Guard Counterdrug Program – Multijurisdictional Counterdrug Task Force Training (MCTFT) (*Information*)
3. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000
  - a. Agreement between St. Petersburg College and Xerox Corporation to provide Managed Print Services. (*Action*)

## VIII. INFORMATIONAL REPORTS

- A. Direct Support Organization
  1. Leepa-Rattner Museum of Art (*Information*)
  2. Institute for Strategic Policy and Solutions (*Information*)
  3. St. Petersburg College Foundation (*Information*)
- B. Palladium at St Petersburg (*Information*)
- C. Operating Budget Report (*Information*)

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

**X. PRESIDENT’S REPORT**

**XI. NEXT MEETING DATE AND SITE**

**December 15, 2020, Strategic Planning Workshop, Collaborative Labs**

**XII. ADJOURNMENT**

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting November 17, 2020, he or she will need a record of the proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

Items summarized on the Agenda may not contain full information regarding the matter being considered. Further information regarding these items may be obtained by calling the Board Clerk at (727) 341-3241.

**\*No packet enclosure**

**20-082. Under Item I, Call to Order**

The meeting was convened by Chair Cole at 9:00am

The invocation was given by Chair Cole and was immediately followed by the Pledge of Allegiance.

**20-083. Under Item II – Recognitions**

A. SPC Spotlights

1. New Associate Vice President, Budgeting

Ms. Janette Hunt announced Dr. Hector Lora as the new Vice President of the Budgeting department. She listed the following as Dr. Lora's accomplishments: 10 years of experience in budgeting finance, purchasing, accounts payable, contracts. Dr. Lora's prior position at Martin Methodist College in Tennessee he served as Assistant Vice President for Finance with experience in business metrics and long-term planning.

Dr. Hector Lora thanked the Lord for having the opportunity to stand before the Board. He also thanked the Board for giving him the opportunity to join the SPC community. He stated that he was looking forward to building on the foundation established by Dr. Williams, Ms. Hunt, administrators and the Board.

2. Interim Associate Vice President, Human Resources

Dr. Williams announced Mr. Larry Lewellen as the Interim Associate Vice President of Human Resources. She shared that Mr. Lewellen comes from the Registry with 29 years of experience. In his previous role at Ohio State he served 14 years as Vice President and Chief HR Officer for the entire university and medical center. He has familiarity with PeopleSoft, employee relations, and other skills relevant to SPC and is highly regarded.

Mr. Lewellen expressed appreciation for his role as an interim consultant. He suggested that now is an ideal time to place SPC on a different HR path, one that will elevate the College and more closely align with its strategic plan. He also solicited suggestions for a long-term/permanent head of HR.

# MINUTES OF THE NOVEMBER 17, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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## **20-084. Under Item III, Comments**

### A. Board Chair

Chair Cole offered the following update on the ad hoc real estate committee: the committee was formed with volunteers from the community; the committee has had two meetings—an organizational meeting that gave background about real estate ownership and the Board's direction to reducing SPC's footprint and maximizing the use of space; discussed the shift toward greater online participation; taking a bus tour of the facilities at Midtown. She stated that the committee has another meeting scheduled for next week.

Chair Cole stated that she spoke with Don Mastery, the chair of the real estate committee, and shared that their goal for the committee was for it to make timing and opportunity recommendations to the Board on the disposition of property around the first of the year. She praised the staff for its prior work in analyzing the property held by SPC during the disposition of the District Office. She suggested that the current state of the real estate market along with the recent move to online classes called for greater emphasis on SPC's real estate holdings.

### B. Board Members

Ms. Bello reported being a part of a naming committee for Leslie Honig. She stated that the name At the Health Education Center passed unanimously.

Mr. Kidwell stated that the Leepa-Rattner Museum held its quarterly board meeting two weeks ago. He stated that the museum is struggling with funding due to COVID. He commended Dr. Wilkins and the board for the work they do and mentioned an online auction the museum hosted in an attempt to raise funds. He also stated that he visited the museum with his children and was surprised that they understood the artwork much better than he did.

### C. President

Dr. Williams recognized Katie Schultz, Mike Ramsey, and their team for working with St. Pete Works to obtain a \$2.8M grant. She stated that the grant was for three years and slated to help individuals in poverty to get jobs and to help families get on the right track.

### D. Public Comments

None

## **20-085. Under Item IV, Review and Approval of Minutes**

The minutes of the October 20, 2020 meeting of the Board of Trustees of St. Petersburg College were presented by the chair for approval. Trustee Stonecipher moved approval of the minutes as submitted. Trustee Gibbons seconded the motion. The motion passed unanimously.

**20-086. Under Item V, Monthly Reports**

Under Monthly Reports

A. General Counsel

Ms. Gardner gave the following report on the contract for the adjunct faculty union: collective bargaining started in March in-person before moving to a virtual environment; the union team and their negotiator, Rick Smith, along with SPC's team and the Collaborative Labs facilitated a lot of discussions.

Ms. Gardner reported that collective bargaining sessions have ended and anticipated a finalized agreement in the next week or so. She stated the finalized agreement would be presented to the Board with a memo and recommendations to move forward. She reported that the union would move forward with ratification on its end, and the Board would move forward with final approval. She stated that the Board would receive information once the finalized agreement was received.

Mr. Stonecipher asked for a standard timeline for next steps.

Ms. Gardner responded that the union has given SPC a timeline of three to four weeks to ratify the contract, followed by the contract being sent to the Board for final approval within two months.

Chair Cole asked if the Board would have a chance to comment on the contract before it was distributed for ratification.

Ms. Gardner answered that the Board would be welcome to provide comments on the College's recommendations. She stated that it would be possible to schedule a meeting with the Board to discuss the finalized contract and recommendations, and what the College's next steps would be.

Chair Cole stated that it would be helpful to have a comparison of what would change for the College based on the contract and recommendations versus what the current policies are.

Ms. Gardner agreed.

B. Faculty Governance Organization (FGO) – Dr. Jeffery Briggs, Chair

Dr. Briggs offered the following report on the FGO. He stated that the FGO is made up of 38 senators, representing approximately 340 full-time faculty. He listed the current office holders as follows: Dr. Jeffrey Briggs – FGO president; Dr. Carol Weideman – FGO vice president, Chair, Saint Petersburg/Gibbs; Todd VanAuken – Chair, Health Education Center; Dr. Heather Roberson – Chair, Tarpon Springs; Dennis Ward – Chair, Seminole; Dawn Joyce – Chair, Clearwater; Dr. Bonnie Jefferis – Senate Secretary; Dr. Kevin Morgan – Senate Parliamentarian.

# MINUTES OF THE NOVEMBER 17, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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Dr. Briggs summarized his report with three words: constitution, communication, and Coronavirus.

For constitution, he stated the following: A revised FGO constitution has been approved by the faculty; discussion is to take place with Vice President Academic Affairs and then to Dr. Williams and Dr. Liao-Troth for approval. The revised constitution will be presented to the Board of Trustees.

Dr. Briggs Shared that the FGO senate meetings and campus meetings take place virtually; FGO senate met through the summer—the senate decided to meet monthly rather than bi-annually to keep up with the changes cause by Coronavirus; Dr. Williams and Dr. Liao-Troth have attended FGO senate as well as campus FGO meetings this year. The senate will work with Dr. Liao-Troth to standardize language on full-time faculty continuing education contracts. He also added that the Senate met with Deans Council in May and plan to meet again this semester.

He also reported the following: SPC faculty have guided students through the current pandemic—staff worked to switch from in-person instruction to live online instruction; lower-than-expected withdrawal rates; higher-than-expected success rates; helping strengthen the pillar of academic excellence.

## **20-087. VI. STRATEGIC FOCUS AND PLANNING**

### **A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT**

#### **1. 2021-2024 Strategic Plan Update – Ms. Madeline Pumariega, Strategic Plan Consultant (*Presentation*)**

Ms. Madeline Pumariega, Strategic Planning Consultant, expressed enthusiasm about the foundation laid for the Strategic Plan. She offered the following insight on the strategic planning process: August—Internal data analysis—Higher education landscape review—Review of SPC 2018-2019 strategic plan highlights; September—Board survey—Affirmation of college’s mission and vision—Board direction and expectations shared with President’s Executive team—Full-day retreat with College executive team; October—Engaged in collaborative planning through a series of town halls with faculty, career staff, administrative teams, and students (considered barriers and strengths to develop strategies)—Strategic priorities and high impact practices identified; November—Integrate feedback into the strategic priorities and continue to refine high impact strategies, bringing together current strategic planning leaders to realign with high-impact strategies —Provide an update to the Board—Identify key performance metrics—Develop executive dashboard; December—Present final plan to the district board of trustees—Communicate to college community; Realign strategic planning committee and identify goal champions.

Ms. Pumariega reiterated how important the mission and vision statements are to the strategic plan. She suggested that SPC’s foundational pillars of academic excellence, economic mobility, and community engagement, with underlying pillars of financial vitality and employee experience and engagement are especially timely in the time of COVID.

She reported the following as ways strategic priorities aligned with SPC's foundational pillars: Academic Excellence—Teaching and learning; Student success; Articulation and Transfer, success beyond SPC; Academic Quality, refining programs for relevance, alignment, and high quality. She emphasized that a focus on academic quality would be especially critical in attracting students to both start their careers at SPC and continue on to the baccalaureate program.

Ms. Pumariiega offered the following strategic priorities for economic mobility: Workforce and Innovation—positioning the College as a regional leader by aligning workforce programs to business leads, innovating in teaching and learning, and supporting students; Access and Equity—reaching out to the community, attracting more students; Industry Partnerships-- industry partnerships that allow internships and work-based learning; Student Reach—ensuring the College is ready for students by developing and fine tuning high-impact strategies.

She offered the following strategic priorities for community engagement: Economic and Civic Impact—emphasized as important in town halls with faculty, staff, and administrators; Industry Partnerships—creating win-win partnerships as opposed to just work-based opportunities and internships for students; Thought Leader Convenor—influencing policy and being seen as a higher-education leader at both the state and national level; Student Engagement—ensuring a financial return on investment for students which leads to stronger community engagement.

She presented the following strategic priorities for employee engagement: Employee Experience Model—focusing on recruitment, onboarding, and professional development rather than an a la carte model; Communication Strategy—ensuring top to bottom awareness of strategic goals; Strategic Priority Alignment—re-aligning strategic planning committees to ensure strategic priorities are met; Talent Retention and Acquisition—high-impact strategies to ensure competitiveness in a post-COVID environment.

Ms. Pumariiega presented the following strategic priorities for financial vitality: Institutional Entrepreneurial Practices; Leverage Technology—Technology as a means for ensuring student success; Diversify Revenue Sources—not only state and student tuition and fees, but also grants and other types of partnerships; Data Informed Culture—aligning data with strategy, evidence-based progress.

Ms. Pumariiega reminded the Board of the dashboard, with important indicators as to whether the College was on track with regards to enrollment and student success. She also reminded the Board of the survey results goals the Board wanted to see for the strategic plan: Set the strategic direction; Identifies strategic growth opportunities; Aligns fiscal resources to strategic priorities; Recognizes SPC as a premier college in the country. Additionally, she reported that the survey indicated the following top 3 components of a successful strategic plan: Clarity of direction; strong organization; data-driven decision. She indicated that the College is on task to meet the top 3 components of a successful strategic plan.



# MINUTES OF THE NOVEMBER 17, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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Ms. Pumariega reported the following as the top ranked foundational areas for SPC success according to the Board survey results: Academic excellence; Workforce education; Innovation; Community partnership; Economic mobility.

She listed the following highlights for collaborative planning results from faculty, administrators, and career staff: academic excellence strategies identified by the career staff; economic mobility strategies identified by staff and administrators; community engagement strategies identified by SPC faculty.

She concluded by laying out strategic priorities: prioritize the vision of the Board; align the strategic priorities to student success, community engagement, and academic excellence; look at how time and talent are invested and accomplishing strategic goals; assess how the College evaluates and develops key performance metrics. She also stated a goal of assessing how key performance metrics are evaluated and aligned with committees, fiscal and physical plan, human capital, and technology to advance the impact of the College.

Chair Cole thanked Ms. Pumariega and the College team for the work they put in to ensure that the Board would have a tangible document with a Strategic Plan in December.

## B. Legislative Priorities

### 2. Legislative Update –Mr. Chris Schoonover, Partner, Capital City Consultant

Mr. Chris Schoonover, Partner, Capital City Consultant, offered the following update on the firm's lobbying activities on behalf of the College. He introduced himself and his firm, mentioning offices in Tallahassee as well as Tampa, run by his partner Justin Day. He stated that education was near and dear to his heart, citing a former stint as student body president at FSU.

He offered the following key dates for the 2021 session: Organizational Session—November 17, 2020; Interim Committee Weeks 2021—January 11 – 15, January 25 – 29, February 1 – 5, February 15 – 19; Regular Session Convenes—March 2, 2021; Last Day of Regular 60 Day Session April 30, 2021.

Mr. Schoonover reported that Chris Rouse was officially chosen as Speaker of the Florida House for the next two years and Wilton Simpson of Pasco County was chosen as Senate President for the next two years. He stated that both chambers would meet today (November 17) to officially organize and prepare. He stated that although there is typically a session meeting in December, it was cancelled due to COVID. He also suggested that the presence of the committee weeks made this particular session especially busy.

He then gave the following overview of senate leadership: Senate President 2021 – 2022—Winton Simpson (R); President Pro-Tempore—Aaron Bean (R) from Fernandina Beach, who is in his last term; Senate President-Designate and Rules Chair—Kathleen Passidomo (R) from Naples; Minority Leader—Gary Farmer (D) from Broward County. He stated that it's likely that Senator Stargel of Polk County would be the Appropriations Chair. He stated that the chairs would likely be announced soon.

Mr. Schoonover listed the following for House leadership: House Speaker 2021 – 2022—Chris Sprowls (R); Speaker Pro-Tempore—Bryan Avila (R); Majority Leader: Mike Grant (R); Minority Leader—Evan Jenne (D) and Bobby Dubose (D); Appropriations Committee Chair—Jay Trumbull (R); Education & Employment Committee Chair—Chris Latvala (R); Ways & Means Chair—Bobby Payne (R); Commerce Committee Chair—Blaise Ingoglia (R); Judiciary Chair—Danny Perez (R); Health & Human Services Chair—Colleen Burton (R); State Affairs Committee Chair—Ralph Massullo (R); Pandemics & Public Emergencies Chair—Tom Leek (R); Public Integrity & Elections Chair—Erin Grall (R). He pointed out the uniqueness of having dual Minority Leaders in Evan Jenne and Bobby DuBose. He reported that one person would be more policy oriented while the other would be the whip during session. He also suggested that having Chris Latvala as the Education and Policy Chair would benefit the College as he has worked with them in the past.

He reported the following House rule/process changes: Appropriation Projects—Appropriations bills will be heard on a consent agenda, Require organizations requesting funding from appropriation project to submit attestation, Prohibit funding an appropriation project in House GAA in an amount less than 50% of the original request, Committees will verify local match commitments; Legislation—Member bill limits raised from 6 to 7, Reduce number of proposed committee bills, Deadline pushed back for first two bill submissions; Committee and Floor Process—Extend meeting time for subcommittees from week 3 to week 6, Allow amendments in committees that are within “relating to” clause.

With regards to appropriation projects, Mr. Schoonover explained that prior to the rule changes, appropriation bills were filed as regular bills that needed to be passed out of their first committee of reference to be included in the House budget, a time-consuming process. He stated that the new rules would have appropriation projects heard on a consent agenda. He explained organizations that submit a form for an appropriation project will be required to submit an attestation verifying that the information in the project is accurate and held liable for any false information by the Florida House representatives. He suggested that the new rule changes are an attempt to hold organizations accountable.

He further explained that in order to get funded in the House budget, funding of 50 percent of more must be available. He stated that the intended goal is to reign in the asks from organizations that require state money.

He also stated that committees would verify local match commitments to verify that they are accurate and true. He suggested that this was to keep organizations from over representing local funding in an attempt to secure state funding.

He clarified that the main change is that appropriation filings would be submitted as a file, rather than as a bill, as they were in the past.

He also suggested that changing the session times for subcommittees would allow time for more bills to move from the subcommittee to the floor for consideration.

# MINUTES OF THE NOVEMBER 17, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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He further suggested that allowing amendments in committees that are within “relating to” clauses would allow committee members to more easily move bills through the committee.

Mr. Schoonover gave the following information on the impact of COVID-19: Potential changes on access to Capitol Complex—Capitol Complex currently closed to public, Potential changes for session: Rapid testing of all visitors, no large gatherings/days at the Capitol, Limited capacity for committee meetings, Zoom meetings with legislators; Long range fiscal impact—FY 19-20 GR down \$1.9B/5.7% below estimates, FY 19 – 20 ended with GR down \$1.9B, Economic forecast by Office of Economic and Demographic Research (August 2020): FY 20 – 21 \$3.5B; FY 21 – 22 \$2B, Cares Act Money \$5.86B; Reserves: \$4B.

He stated that the Capitol Complex is closed to the general public and personnel is greatly restricted in an attempt to keep everyone safe. Currently, only members and one guest of their choosing are allowed within the Capitol Complex. He mentioned that although protocols for session have not been released, speculated protocols are listed above. He also suggested that capacity might be confined to committee rooms and limited to 20% capacity. He also suggested that testimony in the House and Senate would likely take place virtually.

He also summarized the impact that COVID would have on the budget, stating that the projected shortfall would necessitate budget cuts. He suggested that the nearly \$6B in CARES Act money could help lessen the shortfall, especially if another CARES Act package is passed. He reported that states were negotiating with the Trump administration to try to remove restrictions on the money and allow states to use the money for COVID-related deficits.

He clarified that there are a lot of unknowns when it comes to what the budget will actually be due to several COVID-related variables. He mentioned that the uncertainty in the budget makes it prudent to wait for clarification before developing strategic plans. He stated that budget would become clearer closer to the start of the session.

Dr. Williams thanked Capital City Consulting for its responsiveness to the Foundation and the Board.

## **20-088. Under Item VII – CONSENT AGENDA**

The Board considered VII – B.1a - B.3g Trustee Stonecipher moved approval of the consent agenda minus the Downtown GMP. Vice Chair Bello seconded the motion. The motion passed unanimously. Information regarding these items are as follows:

## **VII. CONSENT AGENDA**

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

## B. NEW BUSINESS

### 1. ADMINISTRATIVE MATTERS

#### a. Human Resources

##### i. Personnel Report (*Action*)

#### b. Construction

##### i. Approval of Guaranteed Maximum Price (GMP), Project Number 1707-X-20-1, Renovation of Epi Tech (*Action*)

### 2. GRANTS/RESTRICTED FUNDS CONTRACTS

#### a. Florida Department of Education (FLDOE) – Entrepreneurship Education and Training (*Action*)

#### b. Firehouse Subs - Public Safety Foundation Grant Program (*Action*)

#### c. America Walks – Community Change Grant (*Action*)

#### d. Florida Department of Military Affairs, Florida National Guard Counterdrug Program – Multijurisdictional Counterdrug Task Force Training (MCTFT) (*Information*)

### 3. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000

#### a. Agreement between St. Petersburg College and Xerox Corporation to provide Managed Print Services. (*Action*)

## **20-089. Under Item VIII – Informational Reports**

### A. Direct Support Organization

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

### B. Palladium at St Petersburg

### C. Operating Budget Report

Chair Cole directed the Board's attention to the amazing job done on the operating budget. She issued special commendation to the team for its work on tuition estimates, hours, and finances. She thanked recruitment, faculty, and staff for the positive results the College achieved. She felt this accomplishment was especially noteworthy in light of COVID.

## **20-090. Under Item X, Proposed Changes to BOT Rules Manual**

– Public Hearing – NONE

# **MINUTES OF THE NOVEMBER 17, 2020 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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## **20-091. Under Item XI, President's Report**

Dr. Williams stated that Madeline and Chris covered everything she would normally speak on. She recognized the staff for stepping up to fill in the gaps. She thanked to Board for their assistance, stating that their daily calls and meetings have been beneficial in an environment where everything is changing rapidly.

She suggested that the shift to technology would allow the College to streamline some of its functionalities to better align with the strategic plan. She implied that the SPC had the opportunity to set policy, rather than waiting for things to happen. She intimated new things on the horizon that would allow SPC to prepare for the new higher education world.

## **20-092. Under Item XII, Next Meeting Date and Location**

The Board confirmed its next meeting date and location as Tuesday, December 15, 2020 Strategic Planning Workshop, Collaborative Labs

## **XII. ADJOURNMENT**

Having no further business to come before the Board, Chair Cole adjourned the meeting at 9:51 a.m.

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**Tonjua Williams**  
**Secretary, Board of Trustees**  
St. Petersburg College  
FLORIDA

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**Katherine E. Cole**  
**Chair, Board of Trustees**  
St. Petersburg College  
FLORIDA

**Attachments**  
**Board Memos and**  
**Supplemental**  
**Materials**

**Board of Trustees Meeting**  
**November 17, 2020**

## II. A. SPC Spotlights

### 1. New Associate Vice President Budgeting



#### New Associate Vice President, Budgeting



Dr. Hector Lora comes to SPC to lead the budgeting department from Martin Methodist College in Tennessee. Dr. Lora served as Assistant Vice President for Finance.

He has assisted in all aspects of budgeting, accounting, financial planning, human resources, technology services, systems implementation, operations, cash and inventory management, multiple revenue streams, contract negotiations, construction, vendor relationships, and long-range planning.

Dr. Lora has held several financial and administration officer positions including Director of Business Services, Accounts Payable Supervisor, and Student Account Coordinator.

Dr. Lora earned his BBA in Management from Martin Methodist College, MBA from the University of North Alabama, and Doctor of Business Administration (Finance) from Walden University.

### 2. Interim Associate Vice President, Human Resources



#### Interim, Associate Vice President, Human Resources

#### Larry Lewellen



- Mr. Lewellen is a consultant with the Registry for College & University Presidents and serves as a change agent for higher education institutions.
- Prior to working with the Registry, Mr. Lewellen spent 29 years at Ohio State, with 14 years as the Vice President and Chief HR Officer for the entire university and medical center. During his career at Ohio State, he gained experience in all facets of human resources operations, services and leadership, including wellness, compensation, executive compensation, benefits, talent, employee relations, labor negotiations, management information, PeopleSoft system, leadership development, strategic planning, pension reform, and leading enterprise-wide culture transformation.
- Mr. Lewellen holds an MBA in Finance from The Ohio State University (Weidler Scholar), a BS in Business Management-Human Resources from Indiana University and an Innovation Series Certificate from the Fisher College at Ohio State.

V – Faculty Governance Organization (FGO)



FGO Update – November 2020



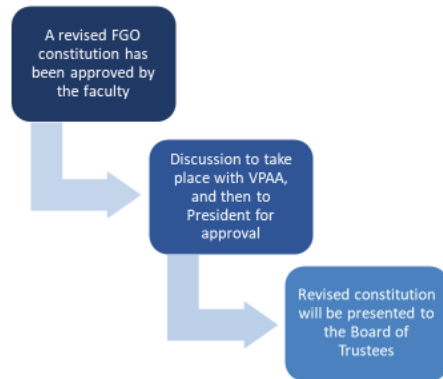
## Who we are

- 38 senators, representing approximately 340 full-time faculty
- Current office holders:
  - Dr. Jeffrey Briggs- FGO president
  - Dr. Carol Weideman- FGO vice president, chair of St. Pete/Gibbs
  - Todd VanAuken- Chair, Health Education Center
  - Dr. Heather Roberson- Chair, Tarpon Springs
  - Dennis Ward- Chair, Seminole
  - Dawn Joyce- Chair, Clearwater
  - Dr. Bonnie Jefferis- Senate secretary
  - Dr. Kevin Morgan- Senate parliamentarian

## The Three C's

- Constitution
- Communication
- Coronavirus

## Constitution



## Communication

- FGO senate meetings and campus meetings take place virtually
- FGO senate met through the summer
- Dr. Williams and Dr. Liao-Troth have attended FGO senate as well as campus FGO meetings this year
- Senate met with Deans Council in May, and plan to meet again this semester

## Coronavirus

- SPC faculty have guided our students through the current pandemic
- Lower-than-expected withdrawal rates
- Higher-than-expected success rates
- Helping strengthen the pillar of Academic Excellence

# Questions?

Thank you for your time.

VI – A.1 2021-2024 Strategic Plan Update



Strategic Planning Process



Integrated and college-wide approach informed by data and best practices.

August	September	October	November	December
<ul style="list-style-type: none"><li>• Internal data analysis.</li><li>• Higher education landscape review.</li><li>• Review of SPC 2018-2021 strategic plan highlights.</li></ul>	<ul style="list-style-type: none"><li>• Board survey</li><li>• Affirmation of college's mission and vision.</li><li>• Board direction and expectations shared with President's Executive Team.</li><li>• Full day retreat with college executive team.</li></ul>	<ul style="list-style-type: none"><li>• Engaged in collaborative planning through a series of town halls with faculty, career staff, administrative teams and students.</li><li>• Strategic priorities and high impact practices identified.</li></ul>	<ul style="list-style-type: none"><li>• Integrate feedback into the strategic priorities and continue to refine high impact strategies.</li><li>• Provide an update to the board.</li><li>• Identify key performance metrics.</li><li>• Develop executive dashboard.</li></ul>	<ul style="list-style-type: none"><li>• Present final plan to the district board of trustees.</li><li>• Communicate to college community.</li><li>• Realign strategic planning committee and identify goal champions.</li></ul>

**MISSION STATEMENT**

The mission of St. Petersburg College is to empower our students and community to achieve success and economic mobility through academic excellence and engagement.

**VISION STATEMENT**

A premier college enriching and strengthening lives through a community of care



**Strategic Priorities**



**Pillar 1: Academic Excellence**

Teaching and Learning

Student Success

Articulation and Transfer

Academic Program Quality

## Strategic Priorities

### Pillar 2: Economic Mobility

Workforce and  
Innovation

Access and  
Equity

Industry  
Partnerships

Student Ready

5

## Strategic Priorities

### Pillar 3: Community Engagement

Economic and  
Civic Impact

Industry  
Partnerships

Thought Leader  
Convenor

Student  
Engagement

6

## Strategic Priorities

### Employee Engagement

Employee Experience Model

Communication Strategy

Strategic Priority Alignment

Talent Retention and Acquisition

7

## Strategic Priorities

### Financial Vitality

Institutional Entrepreneurial Practices

Leverage Technology

Diversify revenue sources

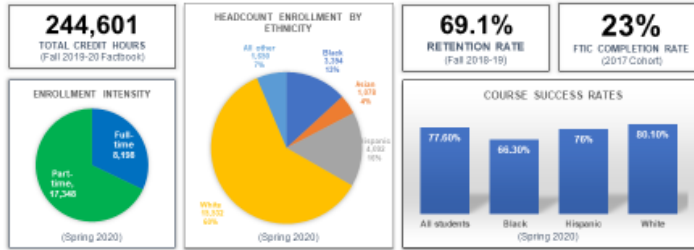
Data Informed Culture

8

# SPC Board Dashboard

9

## SPC Dashboard Metrics



10



## Board of Trustees Survey Results

### Mission and Vision

- ✓ Majority strongly agreed the mission reflects the SPC vision for the next 5 years.
- ✓ Most agreed the vision inspires enthusiasm, commitment and articulates what SPC is seeking to achieve.

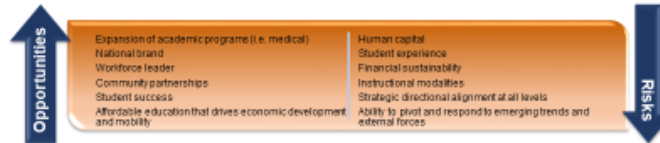
<b>Goals of Strategic Plan</b>	Sets the strategic direction
	Identifies strategic growth opportunities
	Aligns fiscal resources to strategic priorities
	Recognizes the SPC as a premier college in the country

<b>Top 3 Components of a Successful Strategic Plan</b>	Clarity of direction
	Strong organization
	Data-driven decision-making

11

## Board of Trustees Survey Results

<b>Top Ranked Foundational areas for SPC success</b>	Academic Excellence
	Workforce Education
	Innovation
	Community Partnership
	Economic Mobility



12

# Collaborative Planning Results from Faculty, Administrators and Career Staff

13

### ACADEMIC EXCELLENCE STRATEGIES IDENTIFIED BY SPC CAREER STAFF

- |   |  |   |
|---|--|---|
| <ul style="list-style-type: none"> <li>• Restructuring the online guided pathways, incorporate excel pathways into PeopleSoft.</li> <li>• College-wide technology survey</li> <li>• Centralized platform (or app) where students can access events, information, resources, etc.</li> <li>• Streamlining / connecting new student orientation to student's specific major.</li> <li>• Reach out to community partners for technology needs/donations.</li> <li>• Casual meetings between departments so that we can understand how each dept works together on campus.</li> <li>• Expand programs like Pitch.</li> <li>• Reach out to black students at the high school level.</li> </ul> | <ul style="list-style-type: none"> <li>• Tell your own stories of struggle and overcoming barriers so students know that others have experienced and overcome barriers.</li> <li>• Tell how you used college resources like tutors or how you realized it was okay to ask for help.</li> <li>• Help the students recognize and set their goals.</li> <li>• Encourage students to take the PERT.</li> <li>• Possibly have student life offer free classes in Zoom or PERT practice for re-testing.</li> <li>• Peer to peer mentoring</li> <li>• Expand existing programs throughout the county, north and south.</li> <li>• More mentoring programs for black students</li> </ul> | <ul style="list-style-type: none"> <li>• Work closer with high schools and guidance counselors to make sure they are sharing all ways students can get help with finances of going to college.</li> <li>• Provide resources that can be e-mailed to students while in high school for easy reference.</li> <li>• Reinvent the delivering of the existing resources we have available to students, such as Online Open Zoom Meeting for Tutors.</li> <li>• Collect resumes from students to assist with job search.</li> <li>• Offer free classes to learn how to use technology - Zoom, MyCourses, MS office.</li> <li>• Offer more developmental classes so that students are ready to meet the requirements of college level coursework.</li> </ul> |
|---|--|---|

**ECONOMIC MOBILITY STRATEGIES IDENTIFIED BY SPC STAFF AND ADMINISTRATORS**

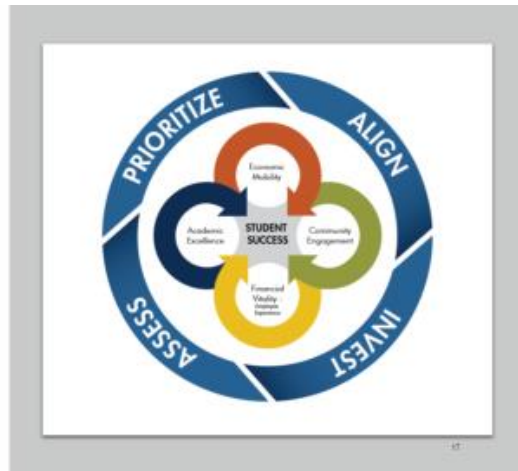
- |  |   |   |
|--|---|---|
| <ul style="list-style-type: none"> <li>• Increase student, faculty and staff's awareness of career and technical education programs, SPC bachelor's degrees and FUSEIGNITE transfer pathways.</li> <li>• Continue to work with community partners to increase number of internships and other work-based learning opportunities for students to gain "real world" experience.</li> <li>• Integrate soft-skills/employability skills into coursework and capstone. (Institute for Professionalism and Leadership)</li> <li>• Expand undergraduate research opportunities</li> </ul> | <ul style="list-style-type: none"> <li>• Expand opportunities for faculty and staff to engage with workforce sectors (i.e. business seminars and engagement forums).</li> <li>• Partner with community organizations to increase student supports for non-academic services (i.e. childcare)</li> <li>• Increase virtual live online as a way to expand access to programs outside of local campuses.</li> <li>• Strengthen advisory board committees to advise on career education preparation and ensure alignment with workforce needs.</li> </ul> | <ul style="list-style-type: none"> <li>• Increase synergy/alignment between workforce and academic departments; ensure career pathways embed short-term certifications into degree programs.</li> <li>• Integrate career services into curriculum.</li> <li>• Utilize staff, virtual advising and recruiting services to identify organizations that SPC can partner with to provide education and training support.</li> <li>• Increase financial aid for short-term programs.</li> <li>• Set up a concierge service for employers to register employees as SPC students on-site.</li> </ul> |
|--|---|---|

**COMMUNITY ENGAGEMENT STRATEGIES IDENTIFIED BY SPC FACULTY**

- |  |   |   |
|--|---|---|
| <ul style="list-style-type: none"> <li>• Market the college (internally and externally).</li> <li>• Increase partnerships with non-profit organizations and involve community in SPC events.</li> <li>• Increase involvement of employees; support employees in community projects.</li> <li>• Involve advisory committees in internships and service learning and volunteer opportunities.</li> <li>• Offer more flexibility in community engagement opportunities – not as time and/or place bound.</li> </ul> | <ul style="list-style-type: none"> <li>• Reach out to retirees as potential mentors.</li> <li>• Reach out to agencies for public safety to mentor young people in high school or middle school</li> <li>• Include community involvement in retention plan</li> <li>• Consider greater incentive for engagement, such as course requirements.</li> <li>• Invite high school juniors to SPC to experience the college.</li> </ul> | <ul style="list-style-type: none"> <li>• Ask local employers to be supportive of their employees who are students.</li> <li>• Invite K-12 teachers to our departments for professional development days for discussions, etc.</li> <li>• Make SPC more accessible for students AND the community</li> <li>• Find means and methods of community and inter-student engagement despite COVID restrictions.</li> </ul> |
|--|---|---|

## Supporting Strategic Priorities

- Committees
- Fiscal and Physical Plan
- Human Capital
- Technology



**SPC** St. Petersburg  
College

Strategic Planning  
Update

## VII – B.2 Legislative Update



### KEY DATES FOR 2021 Session

- Organizational Session
  - November 17, 2020
- Interim Committee Weeks 2021
  - January 11 - 15
  - January 25 - 29
  - February 1 - 5
  - February 8 - 12
  - February 15 - 19
- Regular Session Convenes
  - March 2, 2021
- Last Day of Regular 60-Day Session
  - April 30, 2021



## SENATE LEADERSHIP

- Senate President 2021-2022
  - Wilton Simpson (R)
- President Pro-Tempore
  - Aaron Bean (R)
- Senate President-Designate and Rules Chair
  - Kathleen Passidomo (R)
- Minority Leader
  - Gary Farmer (D)



## HOUSE LEADERSHIP

- House Speaker 2021-2022: Chris Sprowls (R)
- Speaker Pro-Tempore: Bryan Avila (R)
- Majority Leader: Mike Grant (R)
- Minority Leaders: Evan Jenne (D) and Bobby Dubose (D)
- Appropriations Committee Chair: Jay Trumbull (R)
  - Higher Education Appropriations Chair: TBD
- Education & Employment Committee Chair: Chris Latvala (R)
  - Early Learning & Elementary Education: TBD
  - Secondary Education & Career Development: TBD
  - Post-Secondary Education & Lifelong Learning: TBD
- Ways & Means Chair: Bobby Payne (R)
- Commerce Committee Chair: Blaise Ingoglia (R)
- Judiciary Chair: Danny Perez (R)
- Health & Human Services Chair: Colleen Burton (R)
- State Affairs Committee Chair: Ralph Massullo (R)
- Pandemics & Public Emergencies Chair: Tom Leek (R)
- Public Integrity & Elections Chair: Erin Grall (R)



## HOUSE RULE/PROCESS CHANGES



### APPROPRIATION PROJECTS

- Appropriations bills will be heard on a consent agenda
- Require organizations requesting funding from appropriation project to submit attestation
- Prohibit funding an appropriation project in House GAA in an amount less than 50% of the original request
- Committees will verify local match commitments

### LEGISLATION

- Member bill limits raised from 6 to 7
- Reduce number of proposed committee bills
- Deadline pushed back for first two bill submissions

### COMMITTEE AND FLOOR PROCESS

- Extend meeting time for subcommittees from Week 3 to Week 6
- Allow amendments in committees that are within "relating to" clause
- Rules committee will recommend time allotments for questions and debate on the floor

## COVID-19 IMPACT



### POTENTIAL CHANGES ON ACCESS TO CAPITOL COMPLEX



- Capitol complex currently closed to public
- Potential changes for Session
  - Rapid-testing of all visitors
  - No large gatherings/Days at the Capitol
  - Limited capacity for committee meetings
  - Zoom meetings with legislators

### LONG RANGE FISCAL IMPACT

- FY 19-20 GR down \$1.9 billion / 5.7% below estimates
- FY 19-20 ended with GR down \$1.9 billion
- Economic Forecast by Office of Economic and Demographic Research (August 2020)
  - FY 20-21: \$3.4 billion
  - FY 21-22: \$2 billion
- CARES Act Money: \$5.86 billion
- Reserves: \$4 billion



## GET SOCIAL

-  Online at <https://cccfla.com/>
-  @CapCityConsult

## CONTACT US



**Chris Schoonover**

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E | [chris@cccfla.com](mailto:chris@cccfla.com)





November 17, 2020

**MEMORANDUM**

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

**Approval is sought for the following recommended personnel transactions:**

<b>HIRE Budgeted Administrative &amp; Professional</b>			
<b>Name</b>	<b>Title</b>	<b>Department/Location</b>	<b>Effective Date</b>
Keith, Aaron	Brother to Brother Program Manager	Academic & Student Affairs	10/19/2020 - 6/30/2021

<b>TRANSFER/PROMOTION Budgeted Career Service</b>			
<b>Name</b>	<b>Title</b>	<b>Department/Location</b>	<b>Effective Date</b>
Echols, Chelsea B	Student Support Advisor	Financial Assistance Services	11/2/2020

<b>HIRE Temporary</b>			
<b>Name</b>	<b>Title</b>	<b>Department/Location</b>	<b>Effective Date</b>
Fields, Megan	Adjunct Faculty	Baccalaureate Programs	10/13/2020
Lewellyn, Stephen J	Adjunct Faculty	College of Computer & InfoTech	10/5/2020
Mormino, Amy E	Adjunct Faculty	Distance Learning TV SE	11/2/2020
Sofia, Ann O	Adjunct Faculty	Distance Learning TV SE	11/2/2020
Souza, Bethany M	Adjunct Faculty	Distance Learning TV SE	11/2/2020
Lozada, Zuleica	Adjunct Faculty	Natural Science SPG	10/2/2020
Macogay, Eugene	Faculty - supplemental	Baccalaureate Programs	10/13/2020
Hynes, Lisbeth H	OPS Career Level 4	Academic & Student Affairs	10/1/2020
Bindman, Daniel G	Professional Trainer	Criminal Justice AC	10/21/2020
Roach, April D	Professional Trainer	Criminal Justice AC	10/19/2020
Shuler, Kristin	Professional Trainer	Emergency Medical Services HC	10/2/2020
De La Piedra, Gregory P	Professional Trainer	Workforce/Professional Development	10/26/2020


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

LH 11920

November 17, 2020

**MEMORANDUM**

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

**FROM:** Tonjua Williams, President 

**SUBJECT:** Approval of Guaranteed Maximum Price (GMP), Project Number 1707-X-20-1, Renovation of Epi Tech

**Approval is requested for the Guaranteed Maximum Price (GMP) of \$474,554.00 and to issue all necessary purchase orders to AD Morgan, Inc for Project Number 1707-X-20-1, Renovation of Epi Tech.**

In collaboration with College staff and Arc3 Architecture, Inc. 100% construction documents for the Epi Tech Renovations have been completed as associated with the District Office Migration and AD Morgan, Inc. has developed the GMP per those documents.

The Guaranteed Maximum Price (GMP) is \$474,554 with a total project budget of \$725,822.

Project Description: Renovation of classroom and office space at Epi Tech, 2<sup>nd</sup> floor to accommodate the build-out of administrative office space for the College’s Financial Aid Office, Online Learning Office and Academic Effectiveness Office and is intended to be completed in accordance with College standards including but not limited to “sustainable” design standards.

AD Morgan has provided an estimated start to finish timeline of 8 weeks for demolition, construction, finishing and cleanup. Pending approval and a start date, the completion date will fluctuate, but estimated completion is anticipated in February - March, 2021. The GMP documents have been reviewed for building codes, safety-to-life, the Americans with Disabilities Act (ADA) and further refinements.


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

Janette Hunt, Vice President, Finance & Business Operations; and Diana Wright, Associate Vice President, Facilities Planning & Institutional Services; Steve Vinci, Principal, Arc3 Architecture, Inc., recommend approval.

November 17, 2020

**MEMORANDUM**

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

**FROM:** Tonjua Williams, Ph.D., President 

**SUBJECT:** Florida Department of Education - Entrepreneurship Education and Training Grant

**Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Education by St. Petersburg College for the Entrepreneurship Education and Training Grant. Permission is also sought to accept an estimated \$100,000 in funding over a six-month period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.**

The Florida Department of Education is seeking to fund innovative Entrepreneurship Education and Training (EET) projects that cultivate entrepreneurial mindsets and entrepreneurial capabilities for Career and Technical Education (CTE) students. Projects should cultivate the socio-emotional skills and overall awareness of “what it takes” to become a successful entrepreneur, as well as provide knowledge of the broad skills needed for entrepreneurial ventures, such as marketing, accounting and financial modeling.

SPC has submitted a proposal to partner with Pinellas County Schools to offer professional development training for CTE teachers and faculty on how to infuse entrepreneurship into their curriculum. Teachers and faculty will then guide students through entrepreneurial activities that culminate in a regional competition with community partners. The project will foster the development of an entrepreneurship alliance among community partners across the Tampa Bay region to promote entrepreneurial mindsets and capabilities in students, and help them cultivate skills that are in-demand for employers and learn more about academic and workforce pathways.

The estimated period of performance will be from January 1, 2021 through June 30, 2021. The total project budget is projected to be \$100,000 over a six-month period, of which the College anticipates receiving the full amount.

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

Attachment

ks1105202

- **BOT INFORMATION SUMMARY**
- **GRANTS/RESTRICTED FUNDS CONTRACTS**

**Date of BOT Meeting:** November 17, 2020

**Funding Agency or Organization:** Florida Department of Education

**Name of Competition/Project:** Entrepreneurship Education and Training Grant (EET)

**SPC Application or Sub-Contract:** SPC Application

**Grant/Contract Time Period:** **Start:** 01/01/21 **End:** 06/30/21

**Administrator:** Michael Ramsey

**Manager:** Jason Boys

**Focus of Proposal:**

The Florida Department of Education is seeking to fund innovative Entrepreneurship Education and Training (EET) projects that cultivate entrepreneurial mindsets and entrepreneurial capabilities for Career and Technical Education (CTE) students. SPC has submitted a proposal to partner with Pinellas County Schools (PCS) to enhance entrepreneurship education in Pinellas County on both the secondary and post-secondary levels. Through this initiative, SPC and PCS will incorporate entrepreneurship activities into existing CTE programs to help students apply what they're learning in the classroom to broader, inter-disciplinary projects that foster creativity, critical thinking, problem-solving and communication skills.

This initiative will support the development of the Tampa Bay Entrepreneurship Alliance to engage with community partners across the Tampa Bay region, and will culminate in a regional student pitch competition. Project activities will cultivate entrepreneurial mindsets and capabilities in students, helping them develop skills that are in-demand for employers while learning more about academic and workforce pathways. Funding will support professional development for both SPC faculty and PCS teachers from leading entrepreneurship educators, entrepreneurship curriculum, workshops and guest speakers, and a regional pitch competition that connects students to peers and business leaders across the Tampa Bay community.

**Budget for Proposal:**

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

Personnel	\$ 20,673.00
Fringe	\$ 3,649.00
Professional Services (Professional Development)	\$ 41,234.00
Other Services (Guest speakers, meetings)	\$ 11,750.00
Material and Supplies	\$ 10,000.00

Equipment	\$ 5,250.00
Travel	\$ 1,500.00
Printing	\$ 1,232.00
Indirect Costs	\$ <u>4,712.00</u>
Total Budget	\$ 100,000.00

**Funding:**

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 100,000.00
Total amount from funder:	\$ 100,000.00


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

**College Values, Strategic Initiatives and Activities Addressed:**

Value(s):	1. Community Focus 2. Student Success
Strategic Initiative(s):	1. Community Engagement 2. Academic Excellence

November 17, 2020

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** Tonjua Williams, Ph.D., President   
**SUBJECT:** Firehouse Subs Public Safety Foundation Grant

**Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College Foundation for a grant from the Firehouse Subs Public Safety Foundation. Permission is also sought to accept an estimated \$11,862 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.**

The mission of the Firehouse Subs Public Safety Foundation is to impact the life-saving capabilities and the lives of local heroes and their communities by supporting life-saving equipment, disaster relief, prevention education, support of members of the military, scholarships and continuing education. The Foundation supports public safety organizations in the communities served by Firehouse Subs restaurants across the country.

Aligned with this mission, SPC has requested funding for the purchase of training equipment, including hydraulic extrication tools, to train new and incumbent firefighters in SPC's Fire Academy, as well as fire rescue personnel throughout the region through continuing education classes at the SPC Fire Training Center. With this updated equipment, students and fire rescue personnel will have access to and experience on the most up-to-date tools and practices for building and vehicle extrication in life saving situations, such as hurricanes and vehicle accidents. As students and current personnel are trained on the equipment, they will be better prepared to save lives in the community.

The estimated period of performance will be from January 1, 2021 through December 31, 2021. The total project budget is projected to be \$11,862 over a one-year period, of which the College anticipates receiving the full value in equipment.

Matthew Liao-Troth, Vice President, Academic Affairs; Suzanne L. Gardner, General Counsel; Brian Frank, Dean, College of Public Safety; and Eric Carver, Provost, Allstate Center, recommend approval.

Attachment

ks1105202



Voluntary match or cost sharing:	No X	Yes
Source of match/cost sharing:	N/A	
Negotiated indirect cost:	N/A	
(Fixed) administrative fee:	N/A	
Software/materials:	N/A	
Equipment:	N/A	
Services:	N/A	
Staff Training:	N/A	
FTE:	N/A	
Other:	N/A	

**College Values, Strategic Initiatives and Activities Addressed:**

Value(s):

1. Student Success
2. Community Focus


Strategic Initiative(s):

1. Improve the Learning Experience
2. Prepare Students for In-Demand Careers



November 17, 2020

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** Tonjua Williams, Ph.D., President   
**SUBJECT:** America Walks – Community Change Grant

**Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to America Walks in support of the Community Change Grant. Permission is sought to accept an estimated \$1,500 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.**

The America Walks organization is leading the way in advancing safe, equitable, accessible, and enjoyable places to walk and move by giving people and communities the resources to effectively advocate for change. The goal of the America Walks Community Change Grant is to fund projects that promote increased physical activity and active transportation. Projects will focus on a specific community, working to engage residents in walking and walkability, and demonstrate a culture of inclusive health and design. Projects will create healthy, active, and engaged communities that support walking as transportation, health, and recreation. Projects must show a strong and intentional foundation of equity and authentic engagement of the whole community.

In an ongoing effort to promote student engagement and accessibility at the Midtown Campus, SPC's proposal will support the purchase and posting of Positive Prompts (walking signs) around the campus, incorporating the Keene Center. The focus of these efforts are to increase student interaction around the campus and promote students spending time outdoors. Additionally, the funding will be used to purchase an ADA accessible picnic table for students and staff to enjoy meals, meet for a study group, or relax between classes.

The estimated period of performance will be from January 1, 2021 through December 31, 2021. The total project budget is projected to be \$1,500, of which the College anticipates receiving the full amount. See attached Information Summary for additional information.

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

Attached

ks1106202

**BOT INFORMATION SUMMARY  
GRANTS/RESTRICTED FUNDS CONTRACTS**

**Date of BOT Meeting:** November 17, 2020

**Funding Agency or Organization:** America Walks

**Name of Competition/Project:** Community Change Grant

**SPC Application or Sub-Contract:** SPC Application

**Grant/Contract Time Period:** **Start:** 1/1/21 **End:** 12/31/21

**Administrator:** Tashika Griffith

**Manager:** Lisa Gould

**Focus of Proposal:**

In an effort to promote health and wellness at the Midtown Campus, SPC is applying for the America Walks Community Change Grant. The goal for this grant award is to knit together seemingly disparate threads too often considered in isolation, including, but not limited to; racism and the public sphere; climate and environmental justice; access and inclusion; walking and moving as a mechanism for bringing about political change; and how COVID-19, the need for economic recovery and a growing awakening around racial injustice might alter the landscape of our work.

The funding will be used to encourage staff and students to increase walking on and around the campus, as well as increasing time spent outside. The project will encourage walking by providing a path around the area, which students can use to explore campus offerings as well as businesses along 22<sup>nd</sup> Street and the surrounding areas. The vision for this project is to see more students opting to take the stairs rather than the campus elevators, spending time outside, and engaging in the overall community. By promoting walking and encouraging healthy habits, SPC will encourage students to strengthen their minds *and* bodies as a means of being successful in and out of the classroom.

**Budget for Proposal:**

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

Materials and Supplies (signs and picnic bench)	\$	1,500
Total Budget	\$	1,500

**Funding:**

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$	1,500
Total amount from funder:	\$	1,500

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No  Yes

Voluntary match or cost sharing:

No  Yes

Source of match/cost sharing:

N/A

Negotiated indirect cost:

N/A

(Fixed) administrative fee:

N/A

Software/materials:

N/A

Equipment:

N/A

Services:

N/A

Staff Training:

N/A

FTE:

N/A

Other:

N/A

**College Values, Strategic Initiatives and Activities Addressed:**

Value(s):

1. Student Success
2. Growth and Empowerment


Strategic Initiative(s):

1. Community Focus

November 17, 2020

**MEMORANDUM**

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

**FROM:** Tonjua Williams, Ph.D., President 

**SUBJECT:** Florida Department of Military Affairs, Florida National Guard Counterdrug Program – Multijurisdictional Counterdrug Task Force Training (MCTFT) (Information)

This 5-year agreement was initially approved October 15, 2019 with the Florida Department of Military Affairs, re-establishing the 27-year old federally funded counterdrug training program that provides all aspects of military and law enforcement counterdrug training support throughout the nation. The contract is supplemented by individual Statements of Work that detail specific training products/services to be delivered by the College's Center for Public Safety Innovation and the budget that has been allocated and approved for that particular project. **This item is to update the Board regarding the actual revenue received by the College for Year 1 and to advise regarding anticipated revenue for Year 2 of the Agreement which continues through September 30, 2021.**

The actual revenue received by the College for Year One (Federal FY20) was \$1,200,000. Funding for Year Two (Federal FY21) is anticipated to be approximately \$1,300,000. The Board will be advised of any significant changes in anticipated revenue for Year 2 as the contract amount is subject to the availability of federal funding every year. All other terms and conditions will remain as previously approved/advised.


**Matthew Liao-Troth**, Vice President, Academic Affairs; **Suzanne L. Gardner**, General Counsel; **Brian Frank**, Dean, College of Public Safety and **Eileen LaHaie**, Executive Director, Center for Public Safety Innovation.

eI0915202

November 19, 2020

**MEMORANDUM**

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

**FROM:** Dr. Tonjua Williams, President 

**SUBJECT:** Agreement between St. Petersburg College and Xerox Corporation to provide Managed Print Services.

Approval is sought to enter into a five-year agreement with Xerox Corporation to provide a managed print services solution consisting of leasing 282 multifunction printers, copiers and PaperCut software. These will replace 903 expired copier and printer leases from Ricoh Americas and Sun Print.

The cost for the monthly equipment and software lease is \$10,552.10 or \$126,625.20 per year or \$663,126.00 over the five-year period of the lease. This amount includes installation, set-up, toner supplies, on-site service. The cost per impression is \$0.0095 for black and white, and \$0.0695 for color.

The College is utilizing the University of South Florida Contract Number 17-19-MH.

Janette Hunt, Vice President, Finance & Business Operations; Mike Meigs, Acting Associate Vice President Business & Financial Services

## **Leepa-Rattner Museum of Art (LRMA)**

### **November 2020 Report for SPC BOT**

#### **LRMA Fundraising**

- LRMA's silent auction fundraiser "The Art of Community" wraps up Sunday, November 8<sup>th</sup>. Financial reporting will be provided in an upcoming report.
- Despite COVID-19 closures, LRMA's Membership revenue is at \$18,628.31 (FYTD) v. \$8,745 (LFYTD). LRMA's unrestricted donations have also grown to \$2,651.13 (FYTD) v. \$1,125 (LFYTD) – an overall increase of \$11,409.44 or 115%
- LRMA will launch its annual Thank-a-thon campaign with its Board of Directors – calling and thanking all members and supporters in the weeks leading up to Thanksgiving. This occurs as LRMA is preparing its end-of-year Annual Fund (unrestricted giving) campaign.

#### **LRMA Collections:**

- LRMA has recently been gifted an impressive and important collection of artwork.
  - o 37 prints by contemporary African American artists. These works support LRMA's collections focus and mission of representing all of the arts community. This gift comes with an additional donation of funds for the future care of the collection (i.e. storage and handling)
  - o 15 photographs by 10 world-renowned artists from the Summit Art Photography Collection.
  - o 3-D Lenticular light box work by Louis Markoya. Markoya recently relocated to the Tampa Bay area. He is a protégé of Salvador Dali and will be exhibiting his oil paintings and 3-D works at LRMA in the Fall of 2021.

#### **LRMA Marketing:**

- LRMA's website has garnered more than 21,000 unique visits since April 1, 2020. This underscores the importance of the Museum's "Access to the Arts for All" initiatives and provides us the data for future grants to expand our online digital resources for students, scholars, and the community.
- LRMA's social media engagements saw a 38% increase over the previous month and our social media followers grew by 11% in the month of October. Social media has proved to be an effective outreach method and a low-cost marketing tool for the Museum.

#### **LRMA Programming:**

- LRMA's docents have been hard at work creating virtual tours for Pinellas, Pasco, and Hillsborough County schools. In-person tours resume in January with the Pinellas County School district and will follow SPC and LRMA COVID-19 health and safety guidelines.
- LRMA's online programs continue to be successful and include: Virtual Artist Talks, Educational Classes (current classes offered: The Art of Polynesia, The History of Art Museums, Mid-Century Modern Architecture & Design), Focus Friday Lectures, and weekly Virtual Happy Hour.



## October/November Report for Fall 2020 ~Board Meeting November 9, 2020

### INSTITUTE FOR STRATEGIC

*October/November 2020*

#### **Programs**

##### **100<sup>th</sup> Anniversary of the 19<sup>th</sup> Amendment**

On *October 22, 2020*, in recognition of the passage of the 19<sup>th</sup> Amendment, ISPS hosted its final program on the 100<sup>th</sup> Anniversary of the 19<sup>th</sup> Amendment. Professor, Dr. Kimberly Brown of Florida A&M will lead this last conversation on November 12, 2020. 56 participants were in attendance on the 10/22 event.

##### **ISPS partnered with the Carter G. Woodson Center to host the Your Vote Your Voice Matters with Dr. Roy Keith, former president of Morehouse College**

On *October 29, 2020*, ISPS hosted a voting forum, Your Vote Your Voice with **Former Morehouse President Dr. Roy Keith**. The program specifically addressed African American Males and the power of voting and was in partnership with Voting is Our Voice sponsored by the Carter G. Woodson African American Museum, the Tampa Bay Rays. Voting is Our Voice is a non-partisan initiative to promote real change in our communities. 14 participants were in attendance.

##### **Post-election conversation with David Jolly and Shawn Foster**

On November 4, 2020, ISPS hosted a post-election forum with David Jolly and Shawn Foster. This program highlighted the presidential race between Trump and Biden. In addition to the presidential race discussion, there were discussions in relation to the House and Senate elections. 60 participants registered; however, 267 checked in via the Facebook live feed.

##### **ISPS Environmental Partnership with Shine Mural Festival -Series IV**

On *November 5, 2020*, we had our final environmental series with the Shine Mural Festival for their sixth annual SHINE Mural Festival. This festival included a partnership with PangeaSeed Foundation's Sea Walls: Artists for Oceans program to present *Sea Walls: St. Petersburg*. The 10 new murals explored the interconnectedness of human health and environmental health as we navigate an ongoing global pandemic. ISPS hosted an intersectional conversation with Tré Packard, Founder & Executive Director PangeaSeed Foundation, Jenee Priebe-Associate Director/SHINE, Nneka Jones, Artist Creative Director, Art You Hungry, LLC, Daniel S. Padilla Ochoa, Florida Conservation Manager Ocean Conservancy, Jabari Reed-Diop, iBOMS Artist and Danni Washington, TV Host & Science Communicator, Big Blue & You. 19 participants, 689 video views of the program via Facebook.

##### **The FINAL Great Debate**

Each year we hold a campus wide Great Debate which culminates in the final Debate at ISPS. This year, we are re-imagining the debate as a virtual experience. **The topic is herd immunity vs.**

**seclusion.** The campus debates took place the week of October 12-16. The final debate will take place virtually on November 13, 2020.

**ISPS-Community Work- Partnership with the St. Petersburg Free Clinic and Urban League**

ISPS held a cross-sector leadership convening collaborative with key community partners to discuss services and in Pinellas County in light of COVID. The collaborative will meet in November and December in an effort to address non-profit concerns. Please see the summary below

<https://files.constantcontact.com/a039eb2c201/4927581c-2ec3-4b11-b61f-23ee30824b94.pdf>



**ST. PETERSBURG COLLEGE FOUNDATION  
BOARD REPORT 11/17/2020**

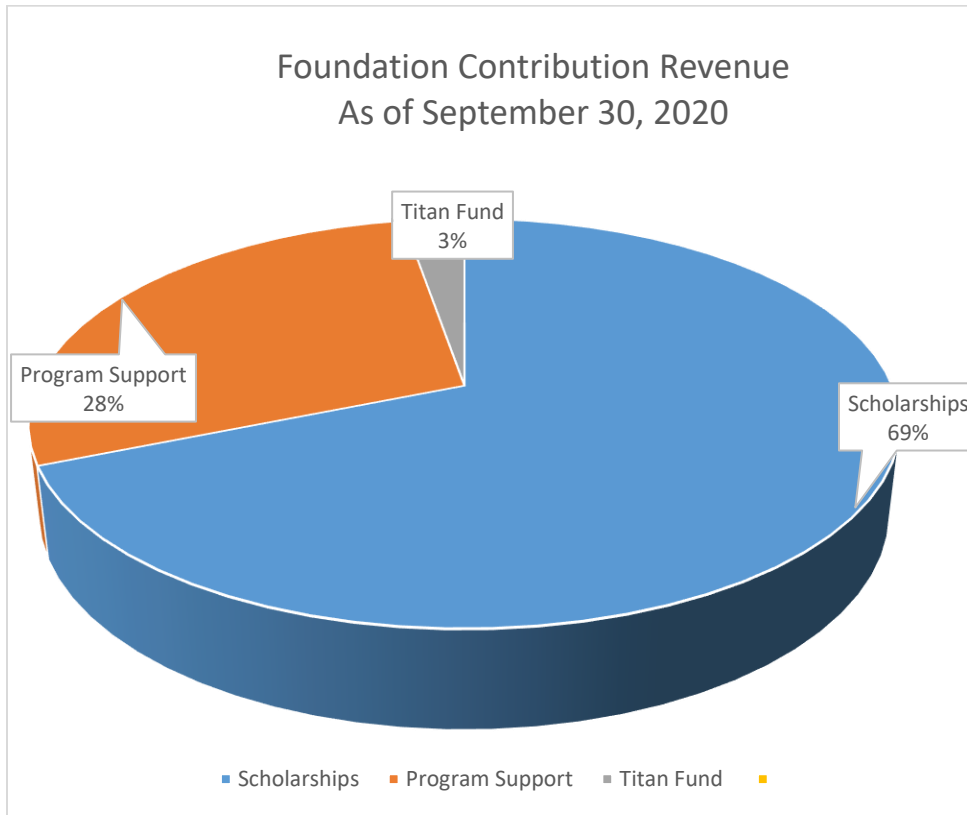
**Board Members:** Joseph G. Blanton, Josh Bomstein, Johnny V. Boykins, R. Michael Carroll, Beth Horner, Bill McCloud, Mike Meigs (Treasurer), Steven R. Shepard (Chair), Shan Shikarpuri, Nathan Stonecipher (SPCF/BOT), Jesse Turtle (Secretary), Rich Warshof, Richard Winning (Vice Chair) and Tonjua Williams

**Financial Report:**

**Contribution Revenue;** As of September 30, 2020, the Foundation has raised over \$1,130,890 in donor contributions. Of this amount:

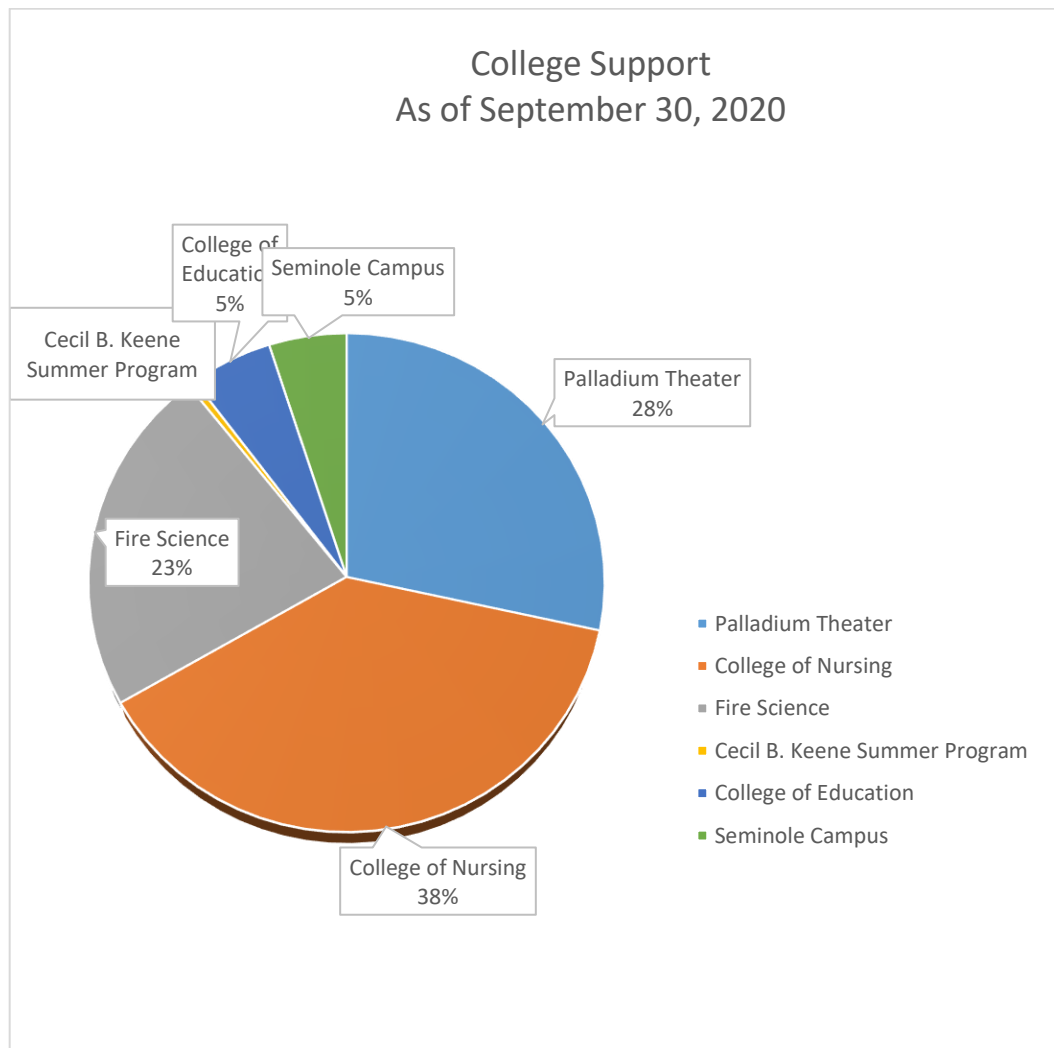
- \$778,525 was raised for SPC student scholarships
- \$321,813 for College program support.
- \$30,552 for the SPC Titan Fund

The donations received through September 30, 2020 met 36% of the Foundation’s goal for the fiscal year ending March 31, 2021.



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

- \$514,131 in scholarships to SPC students.
- \$471,440 in program support, providing support to such programs as
  - Palladium Theater
  - College of Nursing
  - College of Education
  - Fire Science Department
  - Alumni Association Awards
  - Cecil B. Keene Summer Program
  - Students Trip to Tallahassee



**Current Highlights:**

- Hough Family Foundation, Inc. - Pledged \$1,200,000 and made their initial gift of \$400,000 to create the Hough Family Health Education Program Fund which will support additional medical certificate programs for a pathway into the healthcare field and increase the capacity of the College of Nursing to meet the growing need for high quality nurses in the Tampa Bay area.
- Maurice and Thelma Rothman Family Foundation - \$5,000 to support the Rothman Early Education Initiative.
- Transamerica Foundation - \$14,000 to support Women on the Way and Keys to Manhood.
- Community Foundation of Tampa Bay - \$51,500 to support the LEAP Tampa Bay FUSE Scholarship Fund.
- Mr. Richard and Mrs. Charis Warshof - \$10,000 of which \$5,000 designated to support the First Generation Scholarship Fund and \$5,000 designated to support the Giving Tuesday Match Challenge for the SPC Titan Fund.
- The Foundation and the Seminole Chamber of Commerce hosted a Seminole Chamber After Hours event on November 5<sup>th</sup>.
- The Foundation hosted a Virtual Coffee with Doug and Corliss for SPC Alumni on October 24<sup>th</sup>.

## November 2020 Board Report

1. The Palladium's reopening in October was very positive. We presented shows on October 3<sup>rd</sup>, 10<sup>th</sup> and 17<sup>th</sup>. We set 130 tickets per show as our sales goal for each of these shows. Our October 3<sup>rd</sup> and Oct. 10<sup>th</sup> shows both hit 133 tickets and our October 17<sup>th</sup> jazz concert was sold-out at 181 tickets.
2. The Palladium is presenting six shows in November, including two rental shows with the Tampa Bay Symphony. These are our first rental shows since March.
3. Our reopening has earned us positive notice in local media outlets for how the Palladium is handling live shows during the pandemic. A link to a story from the Arts Coast Journal is included:  
<https://www.mypalladium.org/palladiums-innovative-reopening-efforts-earn-kudos-from-creative-pinellas/>
4. The Palladium Presents video concert project, *Palladium Live*, debuted on the streaming service Mandolin on Wednesday, October 28<sup>th</sup> and was live for 48 hours. The show sold just under 100 tickets and we shared the link with more than 100 of our donors as an introduction to our "at-home" productions. We have taped additional concerts that will be released later this year and in early 2021. Audiences praised the 50-minute concert's high quality video and sound. Given its success, we plan to expand these shows to at least one hour each. We are also surveying the audience about the new service for their feedback.
5. Our partnership with WUSF Radio continues with another *Side Door Live* concert on Friday, November 6<sup>th</sup> at 10:00 p.m. These are one-hour radio shows of concerts we recorded with local musicians in our Side Door cabaret prior to the pandemic. The shows play the first Friday of each month.
6. Rowe Architects is currently developing the first draft of our architectural and acoustic study of Hough Hall. We anticipate completion of the first draft in December.

November 17, 2020

**MEMORANDUM**

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

**FROM:** Dr. Tonjua Williams, President *(TW)*

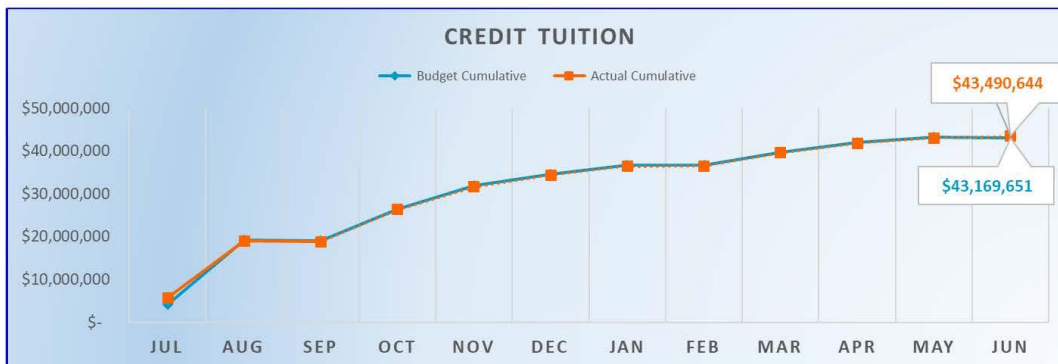
**SUBJECT:** Fiscal Year 2020-2021 College General Operating Budget Report with Tuition Revenue Projections

**The FY20-21 fund 1 operating budget report through October 31, 2020 is attached.**

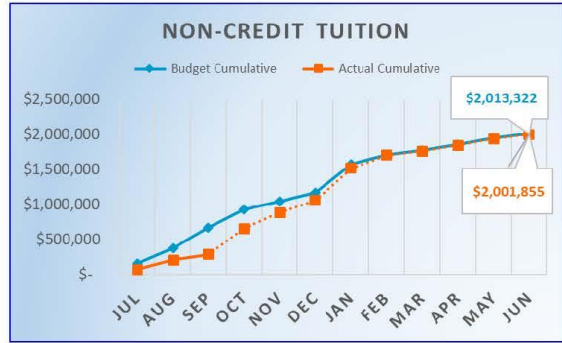
As of October 31, 2020, the overall revenue is \$54.7M, which represents 39.1% of the operating budget. Personnel expense represents 76.5% of the annual operating budget. As of this report date, personnel expense totals \$33.8M or 31.5% of the total budget. Current and capital expense totals \$8.6M (27.8%) and \$81K (4.0%), respectively. Net balance of revenue less expense is \$12.3M.

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

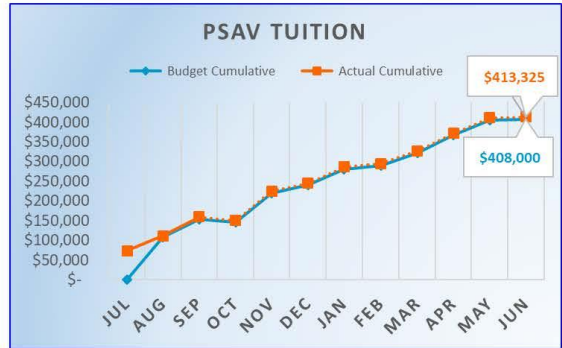
**Credit Tuition Revenue** – The chart below displays the credit tuition portion of the budget to the trending projected amount. As of October 31, 2020, the tuition projection is \$321K above the budgeted amount.



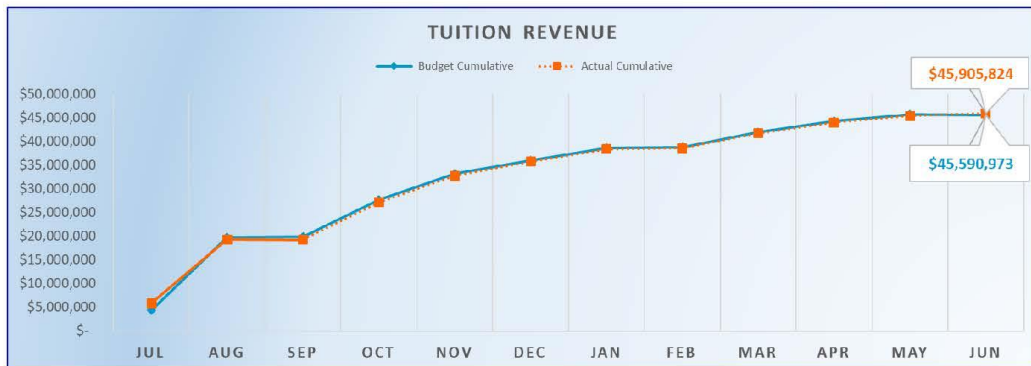
**Non-Credit Tuition Revenue** – The chart to the right displays the non-credit portion of the budget to the trending projected amount. As of October 31, 2020, the tuition projection is \$11K below the budgeted amount.



**Postsecondary Adult Vocational Tuition Revenue** – The chart to the right displays the Postsecondary Adult Vocational (PSAV) portion of the budget to the trending projected amount. As of October 31, 2020, the tuition projection is \$5K above the budgeted amount.



**Total Tuition Revenue** - The chart below displays the total operating tuition budget to the trending projected amount. As of October 31, 2020, the overall tuition projection is \$314K above the budgeted amount.



Janette Hunt, Vice President, Finance & Business Operations

Attachment

**St. Petersburg College**  
**Operating Budget Report**  
**October 31, 2020**

	Budget	Actual	% of YTD
<b>Revenue</b>			
Student Tuition	\$ 45,590,973	\$ 26,536,228	58.2%
State Appropriation - FCS	\$ 62,444,891	\$ 18,924,811	30.3%
State Appropriation - Lottery	\$ 10,481,424	\$ -	0.0%
State Appropriation - Performance Funding	\$ 2,490,328	\$ 530,323	21.3%
Learning Support Access Fee	\$ 1,448,167	\$ 781,689	54.0%
Distance Learning Fee	\$ 3,596,130	\$ 3,410,401	94.8%
Technology Fee	\$ 2,230,419	\$ 1,267,937	56.8%
Lab Revenue Fees	\$ 1,902,742	\$ 847,118	44.5%
Industry Certifications	\$ 700,000	\$ -	0.0%
Other Revenues	\$ 4,964,169	\$ 1,902,580	38.3%
Other Student Fees	\$ 732,800	\$ 219,216	29.9%
Fund Transfers In	\$ 2,000,000	\$ 323,572	16.2%
Reserve	\$ 1,424,212	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ 140,006,255</b>	<b>\$ 54,743,875</b>	<b>39.1%</b>
<b>Personnel &amp; Benefits</b>			
	<b>Budget</b>	<b>Actual</b>	<b>% of YTD</b>
Instructional/Faculty-Full time	\$ 23,746,044	\$ 8,285,870	34.9%
Administrative & Professional	\$ 24,429,658	\$ 7,854,585	32.2%
Career Service (includes OT)	\$ 17,667,689	\$ 5,139,531	29.1%
Adjunct	\$ 7,931,912	\$ 2,246,966	28.3%
Supplemental	\$ 4,258,982	\$ 1,468,810	34.5%
Other Personal Services (OPS)	\$ 1,686,557	\$ 369,034	21.9%
Student Assistants	\$ 422,851	\$ 79,383	18.8%
Health Insurance	\$ 14,228,379	\$ 4,109,668	28.9%
Other Benefits	\$ 12,372,915	\$ 4,198,934	33.9%
Other Personnel Expenses	\$ 304,955	\$ -	0.0%
<b>Total Personnel &amp; Benefits</b>	<b>\$ 107,049,942</b>	<b>\$ 33,752,782</b>	<b>31.5%</b>
<b>Current Expense</b>			
Bad Debt/Unemployment	\$ 945,600	\$ (74,237)	-7.9%
Insurance (Non Health)	\$ 2,688,420	\$ 1,853,842	69.0%
Repairs & Maint	\$ 979,626	\$ 244,909	25.0%
Scholarships/Fee Waivers	\$ 2,639,842	\$ 1,078,984	40.9%
Services and Fees	\$ 4,434,188	\$ 1,365,997	30.8%
Materials and Supplies	\$ 3,889,122	\$ 771,977	19.8%
Travel	\$ 394,947	\$ 12,524	3.2%
Utilities	\$ 5,195,058	\$ 1,702,745	32.8%
Other Current Expense	\$ 6,118,037	\$ 175,824	2.9%
Tech Expense/Licensing	\$ 3,627,486	\$ 1,447,247	39.9%
<b>Total Current Expense</b>	<b>\$ 30,912,326</b>	<b>\$ 8,579,811</b>	<b>27.8%</b>
<b>Capital</b>			
Computer Refresh Leases	\$ 1,753,697	\$ 44,269	2.5%
Capital Purchases	\$ 290,290	\$ 36,888	12.7%
<b>Total Capital</b>	<b>\$ 2,043,987</b>	<b>\$ 81,156</b>	<b>4.0%</b>
<b>Total Operating</b>	<b>\$ 140,006,255</b>	<b>\$ 42,413,750</b>	<b>30.3%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ 12,330,125</b>	