

# MINUTES OF THE FEBRUARY 15, 2022 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

---

The Board of Trustees of St. Petersburg College met on Tuesday, February 15, 2022, at the St. Petersburg College Midtown Center, MTJC 141, 1300 22<sup>nd</sup> Street S, St. Petersburg, Florida. The following Board members were present: Chair Thomas Kidwell, Vice Chair Jason Butts, Katie Cole and Deveron Gibbons, and Nathan Stonecipher. Also present was Tonjua Williams, President of St. Petersburg College and Secretary to the Board of Trustees. 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 will hold a public meeting to which all persons are invited, commencing at 9:00 a.m. on Tuesday, February 15, 2022 at the St. Petersburg College Midtown Center, MTJC 141, 1300 22<sup>nd</sup> Street S, St. 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).

**22-006.** In accordance with the Administrative Procedure Act, the following Agenda was prepared:

## AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES

**February 15, 2022**

DOUGLAS L JAMERSON, JR MIDTOWN CENTER  
1300 22<sup>nd</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. Presentation of Retirement Resolutions
  - 1. Dr. Beth Carlson (*Attending*)
  - 2. Ms. Anh Dufoe (*Attending*)
  - 3. Dr. Stan Vittetoe (*Attending*)
- B. SPC Spotlights

**III. COMMENTS**

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

**IV. REVIEW AND APPROVAL OF MINUTES**

- Board of Trustees' Meeting of November 16, 2022 (*Action*)
- Board of Trustees' Workshop of January 25, 2022 (*Action*)

**V. MONTHLY REPORTS**

- A. General Counsel

**VI. STRATEGIC FOCUS**

**A. STRATEGIC PRIORITIES**

- 1. Fall/Winter 2021 Overview and Spring 2022 Student Profile – Dr. Matthew Liao Troth, Vice President, Academic Affairs (*Presentation*)

**VII. CONSENT AGENDA**

- A. **OLD BUSINESS (items previously considered but not finalized) - None**
- B. **NEW BUSINESS**
  - 1. **ADMINISTRATIVE MATTERS**
    - a. **Human Resources**
      - i. **Personnel Report (*Action*)**

# MINUTES OF THE FEBRUARY 15, 2022 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

---

2. Workforce, Community, and Corporate Partnerships– Course Offering Update  
*(Action)*
3. GRANTS/RESTRICTED FUNDS CONTRACTS
  - a. Florida Department of Education - Future Florida Critical Workforce Needs *(Action)*
  - b. Florida Department of Education – Early Career and Technical Education College Training *(Action)*
4. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000
  - a. Agreement with Honorlock, Inc., for online proctoring services *(Action)*
5. OTHER
  - a. GMP Project Number 265-M-20-0, CW Upgrade & Replace Fire Panels *(Action)*
  - b. Cordova Inn Lease Agreement *(Action)*

## VIII. INFORMATIONAL REPORTS

- A. Direct Support Organization
  1. Institute for Strategic Policy and Solutions *(Information)*
  2. St. Petersburg College Foundation *(Information)*
- B. Palladium at St Petersburg College *(Information)*
- C. Leepa-Rattner Museum of Art *(Information)*
- D. Fiscal Year 2021-2022 College General Operating Budget Report with Tuition Revenue *(Information)*
- E. Quarterly Informational Report of Contract Items *(Information)*

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

## X. PRESIDENT’S REPORT

## XI. NEXT MEETING DATE AND SITE

**March 22, 2022, EpiCenter, 1-453**

## XII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting February 15, 2022, 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**

**22-007. Under Item I, Call to Order**

The meeting was convened by Chair Kidwell at 9:00 a.m. The invocation was given by Trustee Stonecipher and was immediately followed by the Pledge of Allegiance.

**22-008. Under Item II – Recognitions**

A. Presentation of Retirement Resolutions

1. Dr. Beth Carlson (*Attending*)
2. Ms. Anh Dufoe (*Attending*)
3. Dr. Stan Vittetoe (*Attending*)

Dr. Williams thanked the board for joining her recently in Tallahassee to advocate for SPC and all who worked hard for the Bank of America partnership that will help diverse students get high wage paying jobs.

Chair Kidwell recommended adoption of retirement resolution for Dr. Beth Carlson, Anh Dufoe and Dr. Stan Vittetoe who received their resolutions as presented by President

B. SPC Spotlights

Dr. Williams recognized:

- Student Adam Robinson, working with Professor Ulrich in honors biology on a project dealing with life on Mars. Article coming up in Journal of Astrobiology.
- Former student Sam Fisher with Florida Fish & Wildlife worked with two professors to look at stone crab habitation, seagrass over oyster rubble, and has an article in the Journal of Experimental Marine Biology and Ecology.
- Dr. Leslie Hafer received the national award Phi Theta Kappa Distinguished College Administrator.
- Dr. Tashika Griffith, Midtown provost, coauthored an article in a peer reviewed journal “Say her name: a socialization of black women in graduate school.”
- Pinellas County Schools named Annie Updegraff Secondary Counselor of the Year.
- Dr. Shannon Ulrich and Rachel who put this together the best 5K Saturday for student scholarships. 150+ people there.

**22-009. Under Item III, Comments**

Opportunity was given for comments from the Board Chair, Board Members, the President and the public.

A. Board chair

# MINUTES OF THE FEBRUARY 15, 2022 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

---

Chair Kidwell commented that he feels his main job is to be a community cheerleader for SPC. You all have the expertise about SPC. He recognized Dr. Liao-Troth, Dr. Griffith, Provost Leslie Hafer, Vice President Jesse Turtle, and the Director of recruitment, Jacob Wortock. He piggybacked on the Tallahassee comments. He praised President Williams for being beyond respected. Trustee Gibbons knows everybody. Trustee Stonecipher knows almost everyone. Trustee Butts wasn't in Tallahassee and his name kept coming up. Trustee Cole will not take no for an answer. SPC is well known, its mission well known, very well respected, and it's because of all of you. He heard from a former board member that the Leepa-Ratner celebration was amazing. And he thanked Arron Eddie for the Tallahassee presence.

## B. Board members

Mr. Gibbons praised Dr. Vittetoe and said he will be missed and also praised Jessie for being everywhere.

Mr. Stonecipher thanked faculty who put on the 5K, noting that he also stopped in at Localtopia that day, where the SPC tent was up to greet 20,000 people throughout the day there. SPC participates in these community events all year round. It's refreshing to see and grateful to those who put in the tremendous amount of work. He also thanked Jessie for being everywhere and his passion for the College and the Foundation doing amazing work. He referenced Dr. Vittetoe's retirement, and how he will be missed.

Mr. Butts continued with praise for an amazing event and the excitement for hearing Dr. Davis's vision for the future.

## C. President

Dr. Williams provided the following comments:

- Duke Energy gave \$250K more to expand the line worker program
- February 26 will be a celebration and recognition of Minson Rubin, an icon in City of St. Petersburg, a big part of Gibbs Jr. College, which merged with St. Petersburg Junior College. A mural is almost complete recognizing African American's contributions to the City. Upstairs on the 2<sup>nd</sup> floor is a display of artifacts from Gibbs Jr. College. She invited the board members to join in that day.
- Recognized Diana Bryson, curator, who did something Mr. Gibbons wanted done, and she asked Mr. Gibbons to share the story of Mr. Rubin's artifacts and the display, and the brave things he did.
- Problems finding housing for students and employees. Pinellas County is becoming quite difficult to find affordable housing and housing period. County commissioners asked SPC to host a housing workshop led by Commissioner Flowers and Dr. Cynthia Johnson to help determine how those who live in Pinellas can work in Pinellas. She thanked the college family for their hard work.

## D. Public comments.

None.

**22-010. Under Item IV, Review and Approval of Minutes**

The minutes of the November 16, 2021 Meeting and January 25, 2022 Workshop of the Board of Trustees of St. Petersburg College were presented by the chairman for approval. Mr. Stonecipher moved approval of the minutes as submitted. Mr. Butts seconded the motion. The motion passed unanimously

**22-011. Under Item V, Monthly Reports**

Under Monthly Reports

A. General Counsel

Miss Gardner provided a short update to the SEIU and the impasse; the hearing was rescheduled from February to March 29<sup>th</sup> due to the magistrate's calendar and family emergency.

**22-012. Under Item VI – A, Strategic Focus and Planning**

Under Strategic Focus

A. STRATEGIC PRIORITIES

1. Fall/Winter 2021 Overview and Spring 2022 Student Profile – Dr. Matthew Liao Troth, Vice President, Academic Affairs (*Presentation*)

Dr. Liao Troth presented the following academic successes and continued challenges from fall 2021, along with an update of winter term and summary of student enrollment for spring semester:

- Big picture success: Full-time students do overwhelmingly better than part-time students.
- Fall trends: Student success consistent last few years, even with the pandemic. Around 78%.
- Strategic focus on black and African-American Male students, which lags the overall success, mostly explained by full-time vs. part-time and face-to-face vs. online.
- Silver lining: Focusing on first time in college black and African American Male Student task force showing increases in the student success through that program. A lot of meaningful resources making a difference.
- Challenge: Modality impacts on student success. Face-to-face is more successful. Early in pandemic, similar success rates as face-to-face fell a bit. After almost two years of data, face-to-face students are more successful than live online or video classes who are more successful than asynchronous students.
- Looking at how to continue being successful; a leader in the system for being online.

Dr. Williams noted that what hits her hardest on this chart is SPC's goal to have an 80% success rate. That's for overall students. There is still work to be done.

Dr. Liao-Troth continued:

## MINUTES OF THE FEBRUARY 15, 2022 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

---

- Getting better at introductory math classes, compressed termed English and composition classes, challenges in English and composition online. Looking at course design for online and live online environment. A lot has to do with student planning: If life is predictable, students will be more successful. Investing in improving technology for education and student life experiences.
- Completions: Certificates, diplomas, bachelor, associate; he reviewed these fall graduations.
- Winter term allows opportunity to try new and different things and roll out the rest of year. Winter term is part of spring semester. Students take generally one class. 86.2% success for all students, 83.3% for all black and African American students. Less than 3% away from closing the gap for them. Reiterates if you're a full-time student you'll be more successful. Women of all races are up.

Mr. Stonecipher asked what type of students are signing up for winter class.

Dr. Liao-Troth responded that it's a variety. Some are full-time, a lot didn't get a full-time in the fall and are playing catch up, some who didn't successfully complete a class in the fall.

Mr. Butts asked about the dates.

Dr. Liao-Troth replied two weeks in December, one in January, four weeks long.

Dr. Liao-Troth continued with a Spring update:

- Almost 20% of students are undecided, which has come down a lot over the years. Give students a goal/direction, it helps them complete. It's easier to get there when you know where you're going. Down from 40% over the last few years. Also, others like a 91-year-old student taking classes for life enrichment only. All other demographics are about the same. Budget enrollment goal up just slightly over 90% from when this slide was created.
- Spring enrollment strategies:
  - Experimenting with a common start time for the 50 most popular classes. Students are taking more classes as a result.
  - Declines in enrollments are in the unscheduled online classes, not those on common time schedule. Students appreciate having more options they can take.
  - Advisors are calling students to be sure they're coming back.
  - Community events.
  - Reaching out through partners.
- Planning for Fall enrollment with community events this spring. Baccalaureate webinars and registration events.

Mr. Butts asked about the transition from face-to-face to online, the new normal, what does making that experience look better look like? He asked if there was any data from other colleges to piggyback on.

Dr. Liao-Troth replied that there are national studies going on, the pandemic is a national experiment. SPC is doing better than a lot of places because of the existing, robust online presence. Looking into the live online video class model and what that will look like. Many colleges are doing asynchronous poorly. SPC continues to innovate there and with the live online video class model. Looking at other state colleges, national data, and just attended conference looking at first-year college student experience irrespective of age. Looking for low investment, big wins. Or if it requires a lot of investment, it must be a really meaningful change. The more successful students' lives are outside of college, the more successful they are in college.

Mr. Stonecipher asked what the 5.3% increase in full-time enrollment spring is attributed to. Dr. Troth explained that was in the winter term, ensuring existing students know winter term is an option that will support them. A lot of communication, the AAM student success task force, and peer effects.

Mr. Stonecipher asked if SPC is tracking the participation rate of mentoring and any help offered to AAMs.

Dr. Liao-Troth responded that it is tracked, and he can provide that data.

Mr. Stonecipher asked what enrollment strategies are most effective now and if there are any outliers.

Dr. Liao-Troth invited Dr. Connor to respond.

Dr. Connor said that since COVID, things are working well. The recruitment team added enrollment specialists who case manage, also connecting with high schools and parents there through webinars, etc. to learn about college and financial aid, and added three fully virtual advisors to expand hours for evenings and Saturdays has shown an uptick.

Dr. Williams thanked Dr. Troth for his presentation, noting that enrollment with COVID has taught us the instability of life. SPC has done a lot of trend line work, data analytics, all looking at things differently to be sure the work being done is worth doing. Saturday and evening advisors has been helpful. SPC's enrollment is strong compared to others in the state. She expressed concern about holding on to students once they are here, progressing to the next session, especially with the challenge of not being a residential institution. You get that one shot. Car, class, car. Or click and gone. Anything SPC can do out of class to hold on to them in class will be helpful.

**22-013.**            **Under Item VII – A, Old Business**  
**NONE**

**22-014.**            **Under VII-B, New Business**

1. ADMINISTRATIVE MATTERS
  - a. Human Resources
    - i. Personnel Report (*Action*)



# MINUTES OF THE FEBRUARY 15, 2022 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

---

2. Workforce, Community, and Corporate Partnerships– Course Offering Update  
(*Action*)
3. GRANTS/RESTRICTED FUNDS CONTRACTS
  - a. Florida Department of Education - Future Florida Critical Workforce Needs (*Action*)
  - b. Florida Department of Education – Early Career and Technical Education College Training (*Action*)
4. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000
  - a. Agreement with Honorlock, Inc., for online proctoring services (*Action*)
5. OTHER
  - a. GMP Project Number 265-M-20-0, CW Upgrade & Replace Fire Panels (*Action*)
  - b. Cordova Inn Lease Agreement (*Action*)

The Board considered Items VII – B.1a -VII. B.5b Mr. Gibbons moved approval. Mr. Stonecipher seconded the motion. The motion passed unanimously.

## **22-015. Under XIII, Informational Reports**

- A. Direct Support Organization
  1. Institute for Strategic Policy and Solutions (*Information*)
  2. St. Petersburg College Foundation (*Information*)
- B. Palladium at St Petersburg College (*Information*)
- C. Leepa-Rattner Museum of Art (*Information*)
- D. Fiscal Year 2021-2022 College General Operating Budget Report with Tuition Revenue (*Information*)
- E. Quarterly Informational Report of Contract Items (*Information*)

## **22-016. Under Item XI, Proposed Changes to BOT Rules Manual – Public Hearing - NONE**

## **22-017. Under Item XII, President’s Report**

Dr. Williams discussed legislative updates:

- The House and Senate came out with their budgets. She thanked several people for their hard work. Senate budget came out less favorable, but bargaining is next. She is pleased with where SPC is. Public safety project is in the House budget. Tarpon Springs work is

also in the budget. Increase proposal is on the House side for nursing for SPC to strengthen that program. She indicated she is driving to Tallahassee immediately after this meeting to continue conversations with legislators, keeping up with the Speaker of the House and sharing progress on SPC's initiatives. She thanked the College family and trustees and marketing for putting together a great document outlining where SPC is going. Good feedback received from legislators outside the district. Budget conference will start first week of March.

- Bills coming out:
  - 1507 guarantees work opportunities. Dr. Conner's team put together a strategy to help students find jobs. 1507 holds SPC accountable for programs that lead to high wage paying jobs, not to teach students into poverty. Dr. Liao-Troth is working with the State on those programs approved; for those not approved, the College will have to find private donors to supplement instruction cost or sunset the program. 1507 says students can apply to be refunded full cost of instruction if not in a high wage paying job within six months of graduation.
  - House bill 7051 and Senate bill 7044: Accreditation. SPC will work through and learn more about it.
  - 703 creates exemption from public records for recruiting for State University System and Florida College institutions. If applying to be VP or president, it keeps that out of the sunshine for a while.
  - Retirement: Proposing employer pays more contribution for retirement of employees, which has been going up the last two years, SPC has been contributing more. State colleges: increase \$3.9M total. Shared among the great 28.

**22-018. Under Item XIII, Next Meeting Date and Location**

The Board confirmed its next meeting date and location as Tuesday, March 22, 2022 9:00 a.m., at the SPC EpiCenter.

**XII. ADJOURNMENT**

Having no further business to come before the Board, Chair Kidwell adjourned the meeting at 10:10 a.m.

---

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

---

**Thomas Kidwell**  
**Chairman, Board of Trustees**  
St. Petersburg College  
FLORIDA

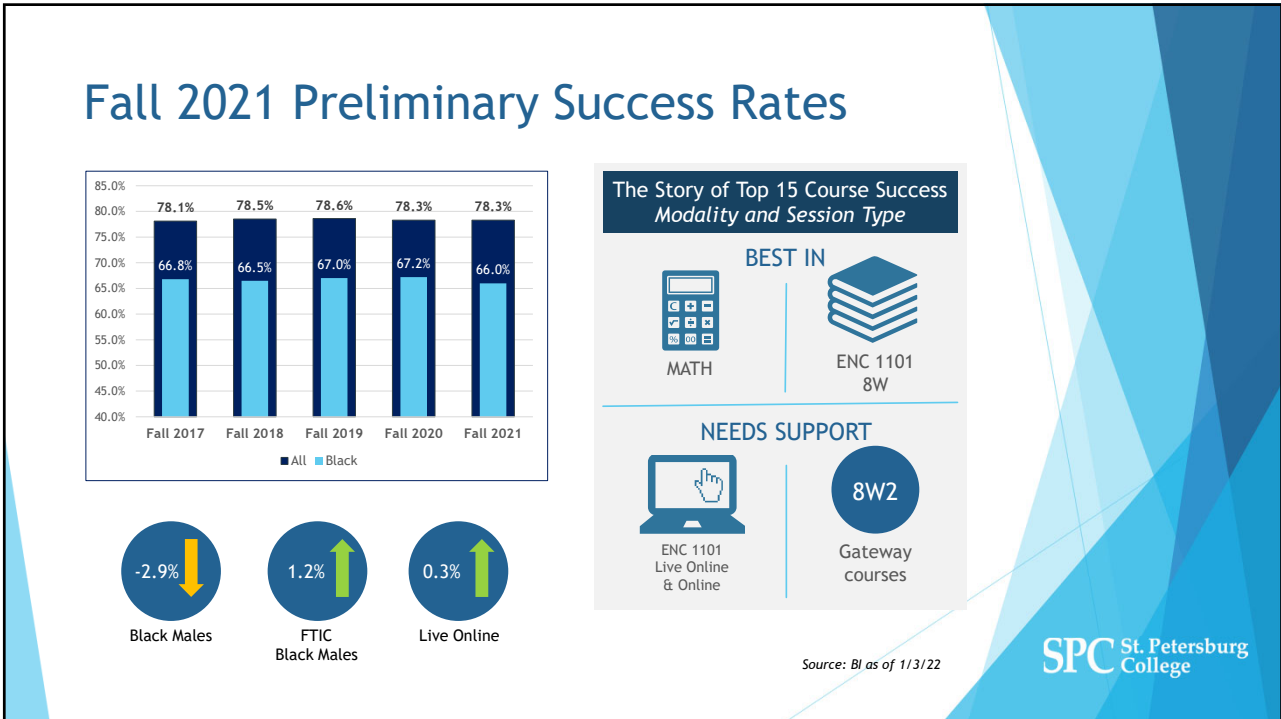
**Attachments**  
**Board Memos and**  
**Supplemental**  
**Materials**

**Board of Trustees**  
**Meeting**

**February 15, 2022**

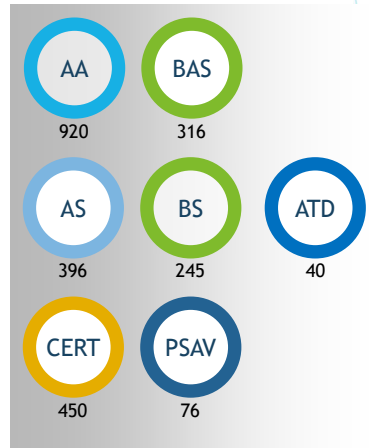
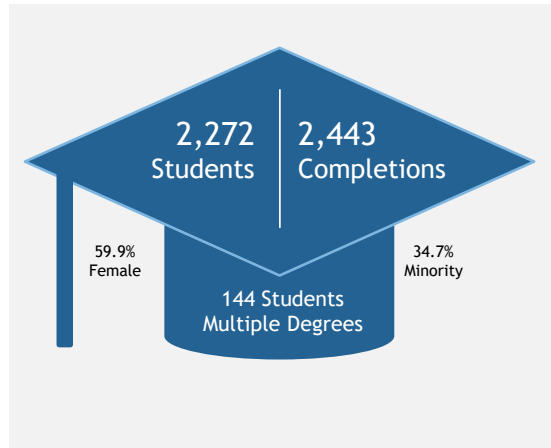


1



2

## Fall 2021 Graduates

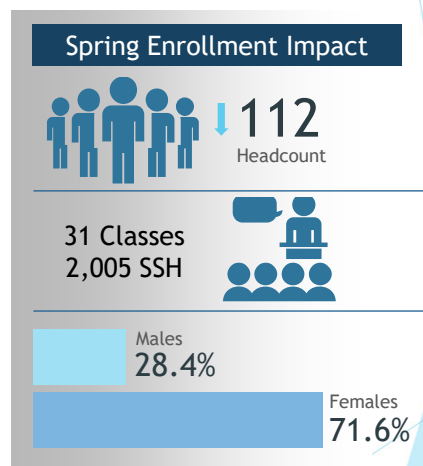
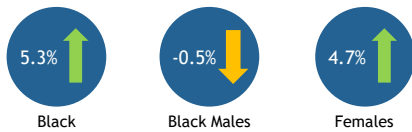
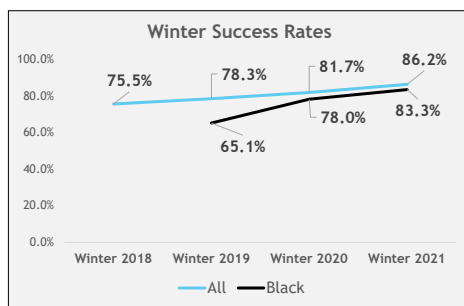


Source: BI as of 1/27/22

SPC St. Petersburg College

3

## Winter 2021 Overview



Source: BI as of 1/27/22

SPC St. Petersburg College

4

## Enrollment Strategies

### Spring Enrollment

- **Integrated marketing campaign** (social, digital, print, web) to push 12- and 8-week classes
- **Common start time for classes** across campuses has allowed students to enroll in more classes
- **Advisor calls** to students not yet enrolled and to help onboard
- **Continued community events** to increase Requests for Information (RFI)
- **Stop out campaign** - Lumina/LEAP/Marketing

### Future Enrollment

- 27 Career and Academic Community events scheduled for spring
- 2 baccalaureate webinars per semester - Feb. 24 first one
- **Monthly Webinar Series:** How to Become a Titan (focused on completing the application), and Focus on Enrollment (checklist items)
- Next Stop, SPC events in the high schools
- **Parent Webinar Series** - 1x a month (e.g., Why SPC and How to Pay for College)
- **Explore SPC in April** - both in person and online
- **Recruiters calling** students who have an incomplete application on file or submit a RFI
- **Enrollment Support team outreach** to students within 24 hours of applying to assist in onboarding process

SPC St. Petersburg  
College

5


## Questions ?

SPC St. Petersburg  
College

6

February 15, 2022

**MEMORANDUM**

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

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

<b>HIRE Budgeted Administrative &amp; Professional</b>			
<b>Name</b>	<b>Title</b>	<b>Department/Location</b>	<b>Effective Date</b>
Daniele, Celeste Q	Admissions Recruiter	Enrollment Management DO	1/10/2022
Harris, Bonnie S	Donor Database Administrator	Resource Development DO	1/10/2022
Karagic, Medina	Online Stu Act & Srvc Coord	Enrollment Management DO	1/24/2022

<b>TRANSFER/PROMOTION Budgeted Administrative &amp; Professional</b>			
<b>Name</b>	<b>Title</b>	<b>Department/Location</b>	<b>Effective Date</b>
Sherman, Kassandra M	Reference & Instruction Librn	Learning Resources	1/10/2022
Lucas, Diamondnique Z	Scholar&Stu Fin Assist Officer	Financial Assistance Services	1/24/2022

<b>HIRE Budgeted Career Service</b>			
<b>Name</b>	<b>Title</b>	<b>Department/Location</b>	<b>Effective Date</b>
Volkman, Mary L	Administrative Svcs Specialist	College of Health Sciences	1/24/2022
Munger, James M	Facilities Supervisor	Maintenance Services SPG	1/31/2022
Yow, Charles	Instructional Supp Specialist	Learning Resources	1/10/2022
Slaughter, Gerald Z	Security Officer	Campus Security SPG	1/10/2022
Soler, Jared J	Security Officer	Campus Security CL	1/10/2022
Segura-Vargas, Alexannie P	Sr Administrative Svcs Assist	SSS TRIO Grant - DO	1/24/2022

<b>TRANSFER/PROMOTION Budgeted Career Service</b>			
<b>Name</b>	<b>Title</b>	<b>Department/Location</b>	<b>Effective Date</b>
Simmons, Bonnie J	Laboratory Specialist	Natural Science TS	1/3/2022

<b>FACULTY</b>			
<b>Name</b>	<b>Title</b>	<b>Department/Location</b>	<b>Effective Date</b>
Applegate, Rita	Faculty	College of Business	1/10/2022
Whaley, Kristine M	Faculty	Humanities & Fine Arts SPG	1/3/2022
Yates, Claire	Faculty	College of Education	1/24/2022
LeCouve, Tisha D	Faculty	Nursing HC	1/4/2022
Rogers, Fredrick H	Faculty	Emergency Medical Services HC	1/10/2022
Sadasivam, Krishna	Faculty	Humanities & Fine Arts SE	1/3/2022

<b>SUPPLEMENTAL Temporary</b>			
<b>Name</b>	<b>Title</b>	<b>Department/Location</b>	<b>Effective Date</b>
Barnett, Rebekah	Adjunct Faculty	Social & Behavioral Science CL	1/10/2022
Bourque, Thomas C	Adjunct Faculty	Communications TS	1/5/2022
Colina Rojas, Ali	Adjunct Faculty	Social & Behavioral Science TS	1/10/2022
Kratimenos, Nicole M	Adjunct Faculty	Social & Behavioral Science CL	1/10/2022
McIntyre, Gabriel M	Adjunct Faculty	Natural Science SPG	1/31/2022

Thompson, Gregory J	Adjunct Faculty	Early College/Dual Enrollment	1/10/2022
Bhatt, Amy M	Adjunct Faculty, Bach	Ethics CL	1/10/2022
Everlove-Stone, Kathryn L	Adjunct Faculty, Bach	Ethics CL	1/10/2022
Vricos, James H	Adjunct Faculty, Bach	Ethics CL	1/10/2022
Sadler, Michael L	Contributed Service	Early College/Dual Enrollment	1/10/2022
Albrecht, Osiris P	Faculty - supplemental	Communications CL	1/10/2022
Gamble-Harrell, Latrena T	Faculty - supplemental	Nursing HC	1/10/2022
Hafer, Leslie S	Faculty - supplemental	Natural Science SPG	1/10/2022
Molinaro, Kimberly L	Faculty - supplemental	Social & Behavioral Science CL	1/10/2022
Nusspickel, Mark J	Faculty - supplemental	Communications TS	1/10/2022
Thomas, Tracy G	Faculty - supplemental	Communications CL	1/5/2022
Hennessy, Kevin P	Professional Trainer-OPS	Emergency Medical Services HC	1/17/2022
Meyer, Kathleen M	Professional Trainer-OPS	Career Connections	1/5/2022
Butler, LaDonna N	Adjunct Faculty	Human Services HC	1/10/2022
Fair, Timothy A	Adjunct Faculty	College of Health Sciences	1/10/2022
Nadeau, Marc R	Adjunct Faculty	Natural Science CL	1/10/2022
O'Neill, Meghan A	Adjunct Faculty	Communications CL	1/10/2022
Sabree, Kengia T	Adjunct Faculty	Health Information Mgmt HC	1/11/2022
Sibley, Lisa M	Adjunct Faculty	Humanities & Fine Arts CL	1/10/2022
Bouis, Kevin E	Adjunct Faculty	Ethics CL	1/10/2022
Brito, Anna F	Adjunct Faculty	Emergency Medical Services HC	1/10/2022
Oppliger, Frederick J	Adjunct Faculty	Communications CL	1/10/2022
Kuropas, Cindy L	Faculty - supplemental	Communications SPG	1/5/2022
Brownlee, Jade C	OPS Career Level 1	Learning Resources	1/3/2022
Levorgood, Troy M	OPS Career Level 2	Associate Provost Office HC	1/3/2022
Zdrubecky, Isabella C	OPS Career Level 2	Student Activities SE	1/10/2022
Coghlan, Erin R	OPS Career Level 5	Career Connections	1/18/2022
Taylor, Leah	OPS Career Level 5	Career Connections	1/14/2022
Shuler, Kristin	Professional Trainer-OPS	Emergency Medical Services HC	1/11/2022
Brito, Camilla P	Professional Trainer-OPS	Emergency Medical Services HC	1/10/2022
Beckman, Ryan R	Adjunct Faculty, Bach	Baccalaureate Programs	1/25/2022
Patel, Christine K	Adjunct Faculty, Bach	College of Health Sciences	1/10/2022
Mattheus, Nichole M	Adjunct Faculty	Natural Science TS	1/10/2022
Williams, Sean E	Adjunct Faculty, HTF for HEC	Building Arts CL	1/10/2022

<b>HIRE Temporary</b>			
<b>Name</b>	<b>Title</b>	<b>Department/Location</b>	<b>Effective Date</b>
Banerjee, Koushik	Adjunct Faculty	Natural Science CL	1/10/2022
Carson-Myer, Crystal	Adjunct Faculty	Business Administration SP	1/10/2022
Clarke, Dianne	Adjunct Faculty	Human Services HC	1/10/2022
Connell, Schuyler W	Adjunct Faculty	Health Information Mgmt HC	1/10/2022
Dannemiller, Kylie H	Adjunct Faculty	Veterinary Technology	1/10/2022
Drummond, Angela C	Adjunct Faculty	Respiratory Care HC	1/10/2022
Furca, Casey	Adjunct Faculty	Natural Science TS	1/10/2022
Newell, Ryan P	Adjunct Faculty	Mathematics TS	1/10/2022
Rodriguez, Mauricio	Adjunct Faculty	Humanities & Fine Arts SPG	1/10/2022
Rowe, Emerson	Adjunct Faculty	Natural Science SPG	1/10/2022
Fanfan, Vanessa	Adjunct Faculty, HTF for HEC	Nursing HC	1/10/2022
Hutson, Lorraine M	Adjunct Faculty, HTF for HEC	Nursing HC	1/10/2022
Potter, Deborah E	Adjunct Faculty, HTF for HEC	Nursing HC	1/10/2022
Williams, Hopeton	Adjunct Faculty, HTF for HEC	Dental Hygiene HC	1/10/2022
Canfield, Janet L	Contributed Service	Early College/Dual Enrollment	1/10/2022
Coffelt, Kristen	Contributed Service	Early College/Dual Enrollment	1/10/2022
Gomez, Melanie	Contributed Service	Early College/Dual Enrollment	1/10/2022
Havelka, Joseph F	Contributed Service	Early College/Dual Enrollment	1/4/2022
Hedeem, Wendy W	Contributed Service	Early College/Dual Enrollment	1/10/2022
Latimore, Kimberly K	Contributed Service	Early College/Dual Enrollment	1/10/2022
Middlebrooks, Freddie C	Contributed Service	Early College/Dual Enrollment	1/10/2022
Quinn, Colleen E	Contributed Service	Early College/Dual Enrollment	1/10/2022



Reilly, Kristin A	Contributed Service	Early College/Dual Enrollment	1/10/2022
Sexson, Joshua	Contributed Service	Early College/Dual Enrollment	1/10/2022
Wilbour, James	Contributed Service	Early College/Dual Enrollment	1/10/2022
Lewis, Jacob D	OPS Career Level 4	Communications SE	1/18/2022
Morning, Carla	OPS Career Level 4	Athletics	1/17/2022
Derrick, Megan	OPS Career Level 5	Career Connections	1/18/2022
Sexson, Joshua	Contributed Service	Early College/Dual Enrollment	1/10/2022
Wilbour, James	Contributed Service	Early College/Dual Enrollment	1/10/2022
Lewis, Jacob D	OPS Career Level 4	Communications SE	1/18/2022
Morning, Carla	OPS Career Level 4	Athletics	1/17/2022
Derrick, Megan	OPS Career Level 5	Career Connections	1/18/2022


---

Darryl Wright-Greene, Chief Human Resources and Talent Officer, bringing the actions forward, recommends approval.

DG-2/3/22

February 15, 2022

**MEMORANDUM**

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

**Approval is sought for the recommended changes to Workforce Education courses within the 2021-2022 catalog year.**

*Workforce Education, Technology:* Added two new courses to support an apprenticeship program and one new course to support a new Google Professional Certificate program.

- WSD0915 Programming in HTML5 Web Applications with JavaScript and CSS – Online
- WSD0916 PL-400 Microsoft Power Platform Developer – Online
- WSP0915 Google UX Design Professional Certificate – Online

*Workforce Education, Technology:* Updated three courses revising the curriculum, reducing the price, and increasing the contact hours. Courses support the new Google Professional Certificate program.

- DBS0805 Google Data Analytics Professional Certificate – Online
- HDW0700 Google IT Support Professional Certificate – Online
- PRG0805 Google IT Automation with Python Professional Certificate – Online

*Workforce Education, Technology:* Updated one course increasing the contact hours to comply with Federal Aviation Administration regulations.

- UAS0101 UAS/Drones Remote Pilot Certificate

*Workforce Education, Business and Finance:* Updated one course revising the curriculum and increasing the contact hours.

- PRJ0103 Google Project Management Professional Certificate – Online

*Workforce Education, Manufacturing:* Added one new course to expand offerings for the METT grant.

- MNF0493 AC/DC Circuits with Lab

*Career Connections:* Added six new courses to support the apprenticeship program with Power Town Line Construction.

- BCV0666 Electrical Lineworker I
- BCV0668 Electrical Lineworker II
- BCV0669 Electrical Lineworker III
- BCV0921 Coop-Electrical Lineworker I
- BCV0922 Coop-Electrical Lineworker II

- BCV0923 Coop-Electrical Lineworker III


**Approval is sought to deactivate 789 Workforce Education courses in the College's catalog for the following reasons:**

- Course is no longer available through a third-party vendor contract
- Course has been updated (contact hours & pricing)
- Course is no longer viable due to no market demand
- Course has not been offered for more than 2 + years

February 15, 2022

**MEMORANDUM**

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

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

**SUBJECT:** Florida Department of Education - Future Florida Critical Workforce Needs

**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 Future Florida Critical Workforce Needs Grant. Permission is also sought to accept an estimated \$9,000,000 in funding over twenty-one months for this proposal and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.**

The goal of the FDOE Future Florida Critical Workforce Needs Grant is to support the development of 9th grade through postsecondary professional pipelines across the state. The purpose of these funds is to support Florida College System (FCS) institutions and school districts partners to create workforce academies with programs of study that focus on Florida's critical workforce needs, to include: nursing and other critical health programs; law enforcement; supply chain professions; education-related professions; and emergency management.

SPC has been allocated \$9,000,000 for this initiative to establish its own regional partnership, and, to distribute mini-grants to at least two FCS institutions in additional regions of the state. SPC will serve as the lead for SPC's service area, as well as be responsible for administering grants to two sub-grantees in additional regions. SPC will function as the fiscal agent and coordinating entity of the sub-grants to be awarded and related monitoring process. As part of its own regional partnership, SPC will work with FDOE to identify critical workforce needs in the region, and, work with Pinellas County Schools to design and/or strengthen pathways to high-wage and high-demand occupations in those areas. Funding will support personnel to administer the grant and mini-grants, partnership activities, convenings, outreach and recruitment, and other expenses as determined by project need, such as instructors, equipment and professional development.

The estimated period of performance will be from December 22, 2021 through September 30, 2023. The total project budget is projected to be \$9,000,000 over a twenty-one month period, of which the College anticipates receiving the full amount.

Matthew Liao-Troth, Vice President, Academic Affairs; and Suzanne L. Gardner, General Counsel recommend approval.

Attachment  
em0106222

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

**Date of BOT Meeting:** February 15, 2022

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

**Name of Competition/Project:** Future Florida Critical Workforce Needs

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

**Grant/Contract Time Period:** **Start:** 12/22/21 **End:** 09/30/23

**Administrator:** Matthew Liao-Troth

**Manager:** TBD

**Focus of Proposal:**

The Florida Department of Education has awarded St. Petersburg College (SPC) \$9,000,000 for the Future Florida Critical Workforce Needs Grant. The grant will support the development of 9th grade through postsecondary professional pipelines across the state, with the potential for building career pathways with a stackable credential framework. As part of the Elementary and Secondary School Emergency Relief Fund (ESSER 11), this initiative is built on the state's career and technical education (CTE) audit and plan to shift K-12 and postsecondary course offerings in a manner that phases out courses that lead to low-demand, low-wage occupations and introduce more courses that lead to high-demand, high-wage occupations, stackable credentials, and pathways that best align to workforce demand.

SPC will serve as the lead for the SPC service area, and, will also be responsible for administering grants to at least two sub-grantees in additional regions of the state. Subgrantees to be determined in collaboration with FDOE based on regional need, capacity and statewide initiatives. SPC will function as the fiscal agent and coordinating entity of the sub-grants to be awarded and related monitoring process.

As the lead for the SPC service area, SPC will work with Pinellas County Schools (PCS) to strengthen its existing partnership through designing and/or strengthening pathways to high-wage and high-demand occupations in the state's critical needs areas. The project will assess existing articulations in the targeted critical workforce areas, and may include engaging Subject Matter Experts to review industry needs, curriculum and pre-requisite coursework and make program recommendations. Convenings with FDOE and regional partners/subrecipients may also inform improved pathways and/or articulations. Funding will support personnel to administer the grant and mini-grants, partnership activities, convenings, outreach and recruitment, and other expenses as determined by project need, such as instructors, equipment and professional development.

**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 and fringe	\$ 422,093
Equipment	\$ 67,000
Participant Support	\$ 220,000
Materials, Supplies, Printing	\$ 107,230
Marketing	\$ 100,000
Travel and Prof. Development	\$ 40,000
Other Services	\$ 406,861
Subrecipient grants	\$7,600,000
Indirect	<u>\$ 36,816</u>
<b>Total Budget</b>	<b>\$9,000,000</b>

**Funding:**

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$9,000,000
Total amount from funder:	\$9,000,000

Amount/value of match:	Cash: N/A
	In-kind: N/A
Required match or cost sharing:	No X Yes
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. Community Focus 2. Student Success
Strategic Initiative(s):	1. Community Engagement 2. Academic Excellence

February 15, 2022

**MEMORANDUM**

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

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

**SUBJECT:** Florida Department of Education – Early Career and Technical Education College Training

**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 Early Career and Technical Education College Training Grant Program. Permission is also sought to accept an estimated \$2,000,000 in funding over twenty-one months for this proposal, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.**

The goal of the Florida Department of Education's Early Career and Technical Education College Training grant program is to increase capacity in the pipeline of Science, Technology, Engineering and Mathematics (STEM) related programs of study up to and including Bachelor of Science and Bachelor of Applied Science (BS/BAS) degrees. The purpose of these funds is the development of Early Career and Technical Education College Training, such as in the form of a charter school sponsored by the area higher education institution.

SPC will utilize funding to support the development a Collegiate High School at SPC's Downtown Center. The new *St. Petersburg Collegiate STEM High School* will provide students in grades 9 – 12 with career and technical education that results in a high school diploma, at least two industry-recognized certifications, and an associate of science degree in STEM. Working with Pinellas County Schools to develop this proposed charter school, funding will support the design and start-up of the school, including staff, curriculum and equipment.

The estimated period of performance will be from December 29, 2021 through September 30, 2023. The total project budget is projected to be \$2,000,000 over a twenty-one month period, of which the College anticipates receiving the full amount.

Matthew Liao-Troth, Vice President, Academic Affairs; Starla Metz, Associate Vice President, Collegiate High Schools; Suzanne L. Gardner, General Counsel; and Tashika Griffith, Provost recommend approval.

Attachment  
em0107222

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

**Date of BOT Meeting:** February 15, 2022

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

**Name of Competition/Project:** Early Career and Technical Education  
College Training

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

**Grant/Contract Time Period:** **Start:** 12/29/21 **End:** 09/30/23

**Administrator:** Matthew Liao-Troth

**Manager:** Starla Metz

**Focus of Proposal:**

The Florida Department of Education has awarded St. Petersburg College (SPC) \$2,000,000 for the Early Career and Technical Education College Training Grant. SPC will utilize funding to open a new collegiate high school at SPC’s Downtown Center. This new STEM-focused charter school, *St. Petersburg Collegiate STEM High School (SPCSHS)*, will provide students in grades 9 – 12 with career and technical education that results in a high school diploma, at least two industry-recognized certifications, and an associate of science degree in STEM.

Working with local STEM-related businesses and partners to inform industry needs, SPCSHS will develop STEM career pathways that connect students to training that leads to high demand, high wage careers. Modeling the program after SPC’s collegiate high school at the Tarpon Springs campus, which opened in 2019, the project team will also invite STEM-related industry leaders to participate in the development of integrating internships and work-based learning experiences into the curriculum.

With an anticipated opening in August, 2022, the school will utilize space in SPC’s Downtown Center, and place emphasis on recruitment and enrollment of underserved populations in the downtown St. Petersburg area to create access to increased education and workforce training opportunities. Led by Starla Metz, Associate Vice President of Collegiate High Schools, the project will include developing curriculum, hiring school staff, and recruitment and enrollment. Funding will support personnel, technology, equipment and other first year start-up costs.

**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 and fringe	\$1,095,856
Instructional materials and fees	\$ 355,000
Technology	\$ 483,994



Professional Services	\$ 1,500
Professional Development	\$ 5,000
Equipment and Supplies	\$ 15,000
Other	\$ 28,650
Indirect	<u>\$ 15,000</u>
<b>Total Budget</b>	<b>\$2,000,000</b>

**Funding:**

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$2,000,000
Total amount from funder:	\$2,000,000

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

February 15, 2022

**MEMORANDUM**

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

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

**SUBJECT:** Agreement with Honorlock, Inc., for online proctoring services

**Approval is sought to enter into a contract with Honorlock, Inc. to provide licenses and proctoring services for online students through integration of services with D2L using the Federal COVID Relief Act, Higher Education Emergency Relief Fund (HEERF).** The Agreement will commence on March 19, 2022 and will continue for a period of 14 months. A 14-month contract is being sought to better align the service with the College semester schedule.

St. Petersburg College utilizes Honorlock for proctoring resources and services to authenticate, monitor, and record examinations for classes that are online, particularly those more recently shifted to the online platform due to the COVID-19 Pandemic. Between March 18, 2021, and January 14, 2022, Honorlock has been used by 292 faculty to proctor over 93,000 assessments.

The Agreement would provide college-wide online test proctoring services (for classes and placement testing), which includes verifying student identity, a recording of the test proctoring session, and AI flags of any potential academic integrity incidents, as well as the option of a live proctor who would "pop-in" when suspected academic integrity issues occur.

This Agreement (as part of a state contract) is for a FTE of 15,000 students and live proctor pop-in services for 12,000 students for a total cost of \$332,500.00 over a 14-month period.


Matthew Liao-Troth, Vice President, Academic Affairs; Christopher Harvey, Executive Director, Academic Technologies; and Suzanne Gardner, General Counsel, recommend approval.

mk0127222

February 15, 2022

Agenda Item VII-B.5a

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** Tonjua Williams, President   
**SUBJECT:** Project Number 265-M-20-0, CW Upgrade & Replace Fire Panels

**Authorization is sought to approve the Guaranteed Maximum Price (GMP) for Project Number 265-M-20-0, CW Upgrade & Replace Fire Panels**

In collaboration with College staff, TLC Engineering Solutions, and Kenyon and Partners, INC. 100% construction documents for CW Upgrade & Replace Fire Panels have been completed and Kenyon and Partners, Inc has developed the Guaranteed Maximum Price (GMP) of \$388,497.76 per those documents.

Project Description: The first phase in an ongoing project replacing obsolete fire panels collegewide.


The anticipated date for substantial completion is July 17, 2022. This GMP is subject to mandatory reviews for building codes, safety-to-life, the Americans with Disabilities Act (ADA) and further refinements through the value engineering process.

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

February 15, 2022

**MEMORANDUM**

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

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

**SUBJECT:** Cordova Inn- Lease Agreement

**Authorization is sought to enter into a new Lease Agreement with Cordova Inn for the period of March 1, 2022, through February 28, 2023. This authorization also includes authority for the President to enter into any amendments, extensions or renewals of the foregoing lease, including, but not limited to, changes to the lease period, price per square foot, and space utilized.**

The College proposes leasing space at the Downtown Center Parking Garage to Cordova Inn to be used for valet parking spaces. The referenced area consists of 30 parking spaces located on the sixth floor of the parking garage.

The attached Lease Agreement provides for the lease of 30 exclusive parking spaces at a rate of \$100 per space per month. Rent will be \$36,000.00 for the lease period based on a monthly rate of \$3,000.00.

The attached Lease Agreement is being provided to the Board as required by Florida Statutes, Chapter 1013.15 Lease, rental and lease-purchase of educational facilities and sites, Section (1):

Prior to entering into or execution of any such lease, a board shall consider approval of the lease or lease-purchase agreement at a public meeting, at which a copy of the proposed agreement in its final form shall be available for inspection and review by the public, after due notice as required by law.

Janette Hunt, Vice President, Finance & Business Operations; Rodney Wheaton, Associate Vice President, Facilities Planning & Institutional Services; and Suzanne Gardner, General Counsel and recommend approval.

**PARKING FACILITIES LEASE AGREEMENT**

**BETWEEN**

**THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**AND**

**THE CORDOVA INN**

THIS AGREEMENT, entered into by and between the BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE, P.O. Box 13489, St. Petersburg, FL, 33733-3489, a state college in the Florida College System, hereinafter referred to as the “College” and the CORDOVA INN, 253 2<sup>nd</sup> Avenue North, St. Petersburg, Florida 33701, hereinafter referred to as the “Cordova Inn.”

**WITNESSETH:**

WHEREAS, the College owns the SPC Downtown Center property located at 244 2<sup>nd</sup> Avenue North, St. Petersburg, Florida 33701, including an attached six level parking garage (“Parking Garage”) and;

WHEREAS, Cordova Inn is desirous of entering into a Lease Agreement to lease 30 designated parking spaces in the College’s Downtown Center Parking Garage and facility access points (“Leased Space”), for exclusive use by Cordova Inn for valet patron parking,

NOW, THEREFORE, in consideration of the premises and mutual promises contained in this Lease Agreement, Cordova Inn and the College agree as follows:

**1. LEASE OF 30 SPACES IN THE DOWNTOWN CENTER PARKING GARAGE**

- a. The College hereby leases for exclusive use 30 parking spaces in its Downtown Center parking garage for exclusive use by Cordova Inn for valet patron parking. The 30 spaces shall be located on the Sixth Level of the Parking Garage, designated for exclusive use as delineated on the diagram attached herein as Exhibit A.
- b. The leased parking spaces shall be used for vehicular valet parking only. Use of the leased parking for any other purpose is expressly prohibited, including, but not limited to, temporary parking outside designated leased area or storage of equipment or vehicles.
- c. Cordova Inn on behalf of itself, its employees, agents and invitees agrees to abide by all College rules and regulations governing conduct while on the College’s

premises. Cordova Inn shall provide reasonable supervision and oversight to ensure compliance with the same by its employees, agents and invitees and all patrons.

- d. Cordova Inn acknowledges that it is aware that the Parking Garage, with exception of the leased parking spaces delineated herein, is managed and operated by the College and a third-party company. The College and Cordova Inn may be afforded additional parking opportunities, subject to further negotiation and availability, however, under no circumstances shall any parking be provided in space leased by Cordova Inn to the general public.
  - e. Cordova Inn at its sole cost and expense shall provide: (i) parking attendants or valets to park the vehicles in the leased spaces; (ii) all necessary signage to restrict use to the leased spaces, (iii) technology improvements and installation to allow for access to and from the Parking Garage for moving vehicles during the hours outside the operation of the College, and (iv) all equipment and materials necessary to verify that parking is being utilized solely by those persons authorized to do so as provided herein. Cordova Inn shall share in the cost of installing card swipe reader devices at strategic locations, which shall be mutually agreed upon by College and Cordova Inn.
  - f. Cordova Inn shall be responsible for security at its own expense outside of the hours that the College is open and the operating hours of the third-party parking management operator. Cordova Inn shall further be responsible for the cost and expense of installing swipe access for its staff to access the Parking Garage after its normal operating hours, including, but not limited to that required for accessing exterior and stairwell doors, overhead doors, and elevators where necessary.
  - g. Cordova Inn shall ensure that no unauthorized person utilize the Parking Garage.
  - h. In no event, in the date previously established, shall the College be responsible for the safety and/or security of Cordova Inn patrons, employees, agents contractors, or invitees or for persons utilizing the Parking Garage, or for the property of said enumerated individuals, including, but not limited to, their vehicles and the contents located therein.
  - i. Cordova Inn shall: (a) return the Parking Garage at the end of each day in the condition upon which it was received; And (b) pay for all repairs or damages caused by Cordova Inn to the premises.
2. **LAWFUL USE.** All use of the Leased Premises shall be in compliance with all laws. For purposes of this Agreement, "Laws" means all applicable present and future (i) federal, state, and local laws, statutes, ordinances, rules regulations, and codes and the federal and state constitutions; (ii) decrees, orders, applicable equitable remedies and decisions by courts in cases where such decisions are binding precedent in the State of Florida; (iii) decisions of federal courts applying the Laws of the State of Florida; and

(iv) rules, regulations and orders of quasi-official entities or bodies (e.g., boards and bureaus), as the same may be amended or supplemented from time to time.

The College shall provide to Cordova Inn for the Leased Space (i) including electric service and water (ii) custodial services; (iii) basic maintenance including structural systems; and (iv) other miscellaneous services.

3. **HOURS OF USE AND CLOSURE.** The College shall provide access to the Parking Garage around the clock, 24 hours a day, during the period of this lease, with the exceptions as provided herein related to campus closures. Key or swipe access will be provided for the roll down gate at street entrance, elevator lobby, and staircase and stairwell access for exiting the building at 2<sup>nd</sup> Avenue.

The College reserves the right to close the Leased Space in the Parking Garage at its own discretion when a public emergency necessitating closure of the College's SPC Downtown Center shall occur, or other emergent circumstance, such as garage maintenance or repair, is deemed necessary.

4. **ALTERATIONS TO THE PREMISES.** Cordova Inn will not, without the College's prior written consent, make any material changes or alterations, additions or improvements in or about the Leased Space. Such consent may be given in writing by the College's Facilities, Planning and Institutional Service.
5. **ASSIGNMENT.** Cordova Inn shall not have the right to assign, sublease or otherwise dispose of this Lease or any part thereof, or of its right, title or interest therein or its power to execute this Lease or any amendment or modification thereto, to any person, company or corporation, without the prior written consent of the College, which consent may be withheld in the sole discretion of the College.
6. **TERM AND TERMINATION:** The term of this Lease Agreement shall be one year which shall commence March 1, 2022, and remain in effect until February 28, 2023. The Lease may be renewed on an annual basis or month to month upon mutual written agreement of the parties. Termination of this Lease Agreement shall occur as follows:

**Termination Without Cause.** Either party may terminate this Agreement at any time without cause upon giving the other party no less than sixty (60) days' notice from the date of termination set forth in the notice.

**Termination for Cause** shall be the occurrence of any one or more of the following events which shall permit the College, subject to the cure periods herein stated, to immediately terminate this Lease and take possession of the Leased space.

- a. Cordova Inn's failure to pay any sums payable to the College which shall be and remain unpaid for more than thirty (30) days after the same are due and payable.
- b. Cordova Inn's abandonment or vacation of the Leased space.

- c. Cordova Inn's transfer of its leasehold interest hereunder to any other person or other entity, without the prior written approval of the College.
- d. Cordova's material breach of the performance of any of the terms and conditions herein and such breach shall not be cured within a period of thirty (30) days after written notice by the College of such breach.

Upon termination of the Lease Agreement as provided herein, Cordova Inn shall pay all outstanding sums due and payable to the College pursuant to this Lease.

7. **INSURANCE.** Cordova Inn is required to maintain at its sole cost and expense the following insurance coverages:
- a. General liability coverage of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate and coverage shall include premises, operations, products, completed operations, contractual liability covering this Agreement, broad form property damage coverage, personal injury and bodily injury.
  - b. Commercial Automobile Liability coverage with a combined single limit of \$1,000,000.00 for each accident, including coverage for owned, non-owned and hired automobiles.
  - c. Excess/ Umbrella Liability coverage in the amount of \$4,000,000.00 per occurrence.
  - d. Workers' Compensation in at least the limits required by Florida Law.

All such policies shall name the Board of Trustees of St. Petersburg College as an additional insured and the Cordova Inn shall upon execution of the agreement provide the College with a Certificate of Insurance evidencing such coverage. Failure to provide evidence of insurance coverage as set forth herein shall result in immediate termination of this Agreement and the limited license granted herein.

8. **INDEMNIFICATION.** Cordova shall indemnify, defend and hold the College harmless from and against any and all actions, liabilities, damages, expenses, claims, demands, and causes of action, including all expenses of litigation, including attorney's fees and court costs through appeal, arising out of or related to death or injury to any person, or the damage loss or destruction of any property (whether the College's property or that of third parties) which may occur as a result of the use of the Parking Garage and College property (including any portion thereof which Cordova Inn has not been authorized to use), including use by its officers, directors, employees, agents, contractors or volunteers or use by patrons of Cordova Inn.

Cordova Inn and the College further agree that the College has no additional obligation under this lease to insure the property, nor is responsible in any manner for the loss or



damage of the property. In no case shall any action of the College constitute a waiver of its sovereign immunity under law, pursuant to the Florida Statutes, 768.28.

9. NON-DISCRIMINATION. Neither Cordova Inn nor the College shall discriminate in their employment practices against any individual on the basis of race, color, ethnicity, religion, age, sex, marital status, national origin, sexual orientation, gender identity, genetic information, nor will either discriminate against any qualified individual with a disability.
10. LEASE PAYMENTS. Cordova Inn will pay the College the amount of \$100.00 for each of the 30 exclusive parking spaces each month, for an annual total of \$36,000.00 (\$100 x 30 spaces, monthly). Monthly Payments of \$3,000.00 shall be owed and due on the first day of the month, and late after the 15<sup>th</sup> of the month. The first payment of \$3,000.00 shall be due upon full execution of this Lease Agreement.
11. PUBLIC RECORDS LAW. This agreement is subject to the Public Records Law of the State of Florida, Chapter 119, Florida Statutes. Cordova Inn agrees that it shall allow public access to all documents, papers, letters, and other materials made and received by Cordova Inn in conjunction with this Agreement, as required by Florida Law. If Cordova Inn fails to comply with the requirements of this provision, the College may unilaterally terminate this Agreement without further liability.

12. NOTICES:

As to CORDOVA INN:

Cordova Inn  
253 2<sup>nd</sup> Avenue North  
St. Petersburg, Florida 33701  
Attn: Alex Hodges

(317)701-2850  
[alex@newhotelcollection.com](mailto:alex@newhotelcollection.com)

As to COLLEGE:

St. Petersburg College,  
PO Box 13489  
St. Petersburg, Florida 33733  
Attn: Facilities  
[Wheaton.Rodney@spcollege.edu](mailto:Wheaton.Rodney@spcollege.edu)

With a copy to  
General Counsel's Office  
[Conza.Mia@spcollege.edu](mailto:Conza.Mia@spcollege.edu)

In Witness Thereof, the parties hereto have executed this Agreement by their duly Authorized Officers as of the dates indicated below.

Witnesses

**THE BOARD OF TRUSTEES OF  
ST. PETERSBURG COLLEGE**

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_  
Name and Title

Date: \_\_\_\_\_

**CORDOVA INN**

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_

Alex Hodges  
Principal, Owner

Date: \_\_\_\_\_

February 2022

**Programs**

January 25th, 2022 @ Gateway Subs (11:00 am to 2:00 pm)

**Free Sub Sandwiches for Veterans**

ISPS partnered with Gateway Subs and SPC Veteran Services to make free subway sandwiches available to SPC student and community veterans. About 45 veterans stopped by Gateway Subs in St. Petersburg grab a free submarine sandwich.

February 4th, 2022 via Zoom (12:00 pm to 1:00 pm)

**Volunteering in the Pandemic**

As part of the Florida Civic Advance, ISPS talked to leaders in the nonprofit space – organizations such as the St. Petersburg Free Clinic, the YMCA of Greater St. Petersburg and Habitat for Humanity of Pinellas and West Pasco Counties – about how they adjusted their volunteering efforts throughout the pandemic. 25 people attended the program.

February 16th, 2022 @ SPC Seminole Campus Digitorium (6:00 pm to 7:00 pm)

**Legislative Advocacy: Understanding and Navigating the Political Process**

In partnership with the City of Seminole, the Seminole Chamber of Commerce and the Florida League of Cities, ISPS is hosting a conversation about how to advocate and organize your constituency during the 2022 Legislative Session. Panelists include, state Senator Jeff Brandes, Scott Dudley of the Florida League of Cities and Michelle Grimsley of The Southern Group.

February 18th, 2022 via Zoom (1:00 pm to 2:00 pm)

**Sea Level Rise in Florida**

ISPS will host a conversation about sea level rise with leaders in the field, including Senator Ana Maria Rodriguez, Attorney Mitch Chester, John Englander, Author of “Rising Tide On Main Street and Moving to Higher Ground,” and JP Brooker, Director of Florida Conservation.

**ISPS - Executive News**

Kimberly Jackson moderated Florida Association of Criminal Defense Lawyers’ (FACDL) Diversity Committee’s “Forging a New Path: Leadership for Diverse Lawyers” program on February 1<sup>st</sup>.

Kimberly Jackson spoke on [WSLR’s TownTalk Tampa Bay with Sharon Preston-Folta](#) on February 5<sup>th</sup>.

On February 17<sup>th</sup>, Haley Moss will join SPC’s Academic Affairs Town Hall with ISPS to make a presentation and take questions.

ISPS will host a Board of Directors’ Gathering at the home of Irene Sullivan on February 25<sup>th</sup>.



Kindly follow us on:



Kimberly G.  
Executive Director  
ISPS

Jackson, Esq.

# Foundation Report

## BOT February Update

### Mission Moment

JaMiya Suggs was expecting her first child. She was also celebrating a year of sobriety. JaMiya was 23 and wanted to make positive changes within her life for herself and her child. She thought the best way to make a change in her life was to begin with earning her college degree. JaMiya didn't know where to begin and how she was going to pay for school. Her journey began with reaching out to an advisor and to discuss her goals.

"My education is important to me." said JaMiya "I plan on using what I learn to help aid me in managing my current business, FreeBird Publishing, LLC. I plan to help others share and express their stories to the world. I want to provide a safe platform that people of all age groups can use to share positive uplifting messages and gifts. After all that I have experienced, I realize that sometimes we all need a helping hand. I plan on providing that beacon of hope through my life and my works I have accomplished. I have to set an example for my family. I have to lead the way into prosperity, success, honor, love, peace, and kindness".

JaMiya is currently pursuing an AA in Communications.

### Here is a blurb from JaMiya's thank you message to the donor of her Samuel Crooks scholarship:



Thank you to all of the individuals that provided aid to me in pursuing my education. I am honored to be selected for the Samuel Crooks scholarship. I am very appreciative. This scholarship was a true blessing to me and my family.

I am former college drop-out, returning to restore my fate. I am a freshman transfer student at SPC. Also, a first-time mother to a beautiful 5-month-old baby girl named Isabella. I am currently completing this semester with 3 B+, and 1 C+. I am aiming to end the semester with all A's, hopefully after every assignment has been graded. Next semester, I still have the same goals I'd like to achieve, maintaining all A's for the spring semester also.

My future plans are to use the information I learn while earning my degree to help assist me in growing within my publishing company, Freebird Publishing, LLC. I am currently in the midst of a strenuous, emotional divorce and it has been a year-long process trying to establish a parenting plan that is most beneficial for my daughter.

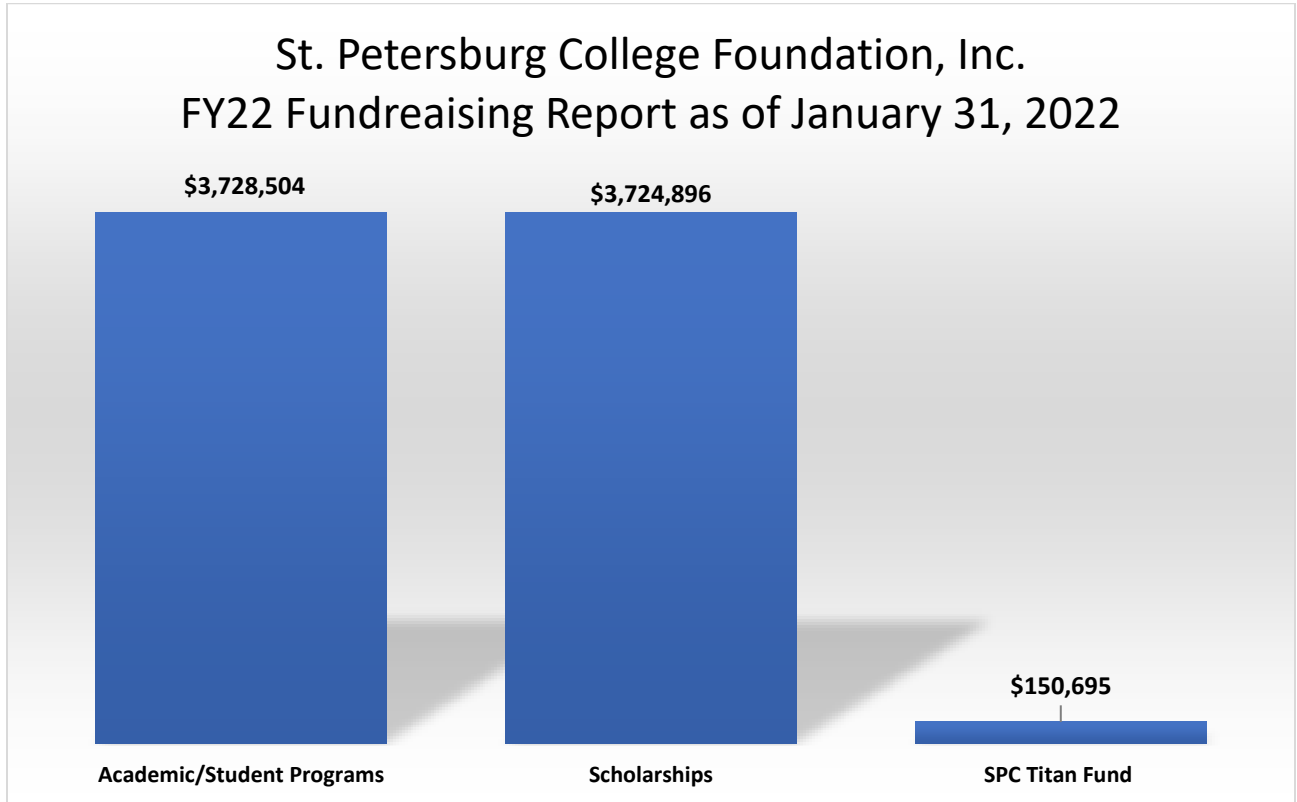
As a single parent I have experienced some financial strains. But, I am currently in counseling to help recover from the emotional, physical, and mental abuse I experienced within my marriage.

This scholarship was able to take a lot of pressure off of my shoulders financially and I am sincerely grateful for all of the support you all have given to me.

Thank you once again.

Sincerely,  
JaMiya Suggs

## Dashboard



Fund Category	FY22	FY21	Percentage +/-
Academic/Student Programs	\$ 3,728,504	\$ 2,924,161	28%
Scholarships	\$ 3,724,896	\$ 1,159,223	221%
SPC Titan Fund	\$ 150,695	\$ 106,878	41%
<b>Total:</b>	<b>\$ 7,604,095</b>	<b>\$ 4,190,262</b>	<b>81%</b>

### Expense Report:

As of January 31, 2022, the Foundation provided the following support to SPC:

- **\$1.32M** in scholarships to SPC students.

- **\$1.70M** in program support, providing support to such programs as
  - Alumni Association
  - Academic Affairs Department
  - African American Male Initiative
  - Athletic Boosters
  - Black Girl Magic Event
  - Business Plan & Elevator Pitch Competition
  - College of Education
  - College of Nursing
  - Dental Hygiene Department
  - Fall Enrollment Initiative
  - Grants Department
  - Humanities & Fine Arts Department
  - Learning Resources Centers
  - College Marketing & Communications
  - Mental Health Awareness/Allied Health
  - Natural Sciences
  - Palladium Theater
  - Social Justice Initiative
  - SPC Collegiate High School
  - Veterinary Technology Program
  - Welcome Back Titans Event
  - Women on the Way & Keys to Manhood
  - Workforce Development

### **Success & News (since the last meeting)**

- St. Petersburg College announced a partnership with Bank of America on Jan. 25 to increase economic mobility in the Tampa Bay region and address the needs of employers in key industries. Bank of America awarded SPC a \$1 million grant to support the job placement of students who are near the end of their educational pathway – with a focus on students of color and those struggling financially to achieve their career goals. Over the next three years, SPC is projected to place a minimum of 500 students into high-wage, in-demand careers by building a sustainable talent ecosystem for the future.
- SPC's Jesse Turtle, Vice President for Institutional Advancement and Executive Director of SPC's Foundation, was recently named an Influencer by St. Pete Catalyst. He is in good company, as SPC President Dr. Tonjua Williams and Institute for Strategic Policy Solutions Executive Director Kimberly Jackson have also been featured by the publication. Here's how the Catalyst introduced Turtle: "St. Pete College is a high octane, action filled environment where careers are lifting off like rockets in every direction. Thus the Foundation at St. Pete College requires a leader who can match that energy to properly serve the organization's mission. That's exactly what they found in Jesse Turtle. Exacting, efficient and endlessly ready activate good ideas, Turtle has been thriving in the role. It's not doubt he's influencing many lives in many ways and we're happy to celebrate him with this profile."

- The St. Petersburg College Foundation exceeded its goal of securing 200 donors through the #GivingTuesday campaign and raised \$39,716 along with a \$30,000 challenge gift from an alum to support the SPC Titan Fund! The SPC Titan Fund helps sustain academic programs, scholarships, innovative programming, student support services and every other aspect of the college. This means that each generous gift has the power to transform the lives of our students, helping them to realize and achieve academic success and economic mobility.

### **Topic of the Month**

- Calendar year performance report

### **Opportunities for Board Engagement**

- Help identify new Foundation Board members by bringing suggestions to Dr. Williams and Jesse Turtle.

## **Palladium Board Report February 2022**

1. The Palladium advisory board has been selected with input from Dr. Williams. We are working to set an initial meeting in February. This diverse board includes Palladium clients, performers, donors, audience and community members, and a member of St. Petersburg College's (SPC) Board of Trustees.
2. John Collins, former head of the St. Petersburg Arts Alliance and a veteran fund raiser, has joined our Capital Campaign as a campaign consultant. The Palladium is working closely with the SPC Foundation on this campaign to raise \$7 million for improvements to the theater, in particular our main theater – Hough Hall. The campaign is currently in its quiet phase and will be announced this summer.
3. The Palladium has received supplemental funding from the federal Shuttered Venue Program. We continue to work closely with the accounting department to ensure the funds are effectively utilized.
4. January and February ticket sales slowed due to the resurgent covid cases. We have had several major events cancel going into March. We look to a decline in cases and an increase in shows and ticket sales.



**Leepa-Rattner Museum of Art (LRMA)  
February 2022 Report for SPC BOT**

**LRMA Exhibitions (on View):**

- *Louis Markoya: A Deeper Understanding* (opened August 27, 2021) was on view through February 6, 2022. The interactive exhibit features over 70 works by the protégé of master surrealist Salvador Dali, including 2 original Dali works and a 3D film. The exhibit has seen more than 2,000 visitors and received international media coverage. Garnering much attention, notable visitors include Tinker Hatfield, the head designer for Nike, and former Governor Bob Martinez.
- *HEROES: Artists as Veterans + Survivors of War* (opened on Friday, September 10, 2021) was extended through January 2, 2022. This exhibit highlighted over 60 works from the Civil War to 9/11 by artists who served in the military and pays homage to those who have served and those who have survived, including 3 paintings by TV personality Bob Ross.

**Upcoming Exhibitions:**

- *LRMA's 20<sup>th</sup> Anniversary: Masterworks from the Collection* (January 22-April 20, 2022) and *Français Impressions* (December 11, 2021-June 12, 2022) feature over 100 works by the giants of Modern Art, from French Impressionists to Picasso to renowned local legends.
- *Greater Than 17* (January 22-April 20, 2022) is a traveling exhibition that complements LRMA's masterworks exhibitions and features 45 prints by influential artist Stanley William Hayter and international artists from Atelier 17.
- *LRMA's 20<sup>th</sup> Anniversary Celebration* - The opening weekend included an evening reception on January 21<sup>st</sup> 6-9pm and Community Day with family activities and panel discussion on January 22<sup>nd</sup> 10am-5pm (LRMA's anniversary). More information on the exhibition can be found on LRMA's website: <https://leeparattner.org/calendar/>

**LRMA In the News**

- On November 14, 2021, LRMA partnered with Tampa Bay Magazine and the SPC Foundation to host an exclusive reception for *Louis Markoya: A Deeper Understanding* for the Magazine's art elite from the Tampa Bay area. More than 50 attendees included Gov. Bob Martinez, art collectors, and museum directors from Tampa Bay and as far as Biloxi, Mississippi.
- LRMA's exhibitions *Louis Markoya: A Deeper Understanding* and *HEROES: Artists as Veterans and Survivors of War* continue to be featured in numerous articles and media outlets. Tampa Bay Magazine featured artist Louis Markoya and LRMA Curator Christine Renc-Carter in the November 2021 issue in the Buzzworthy section.

**LRMA Programs (Upcoming)**

- Since April 2020, LRMA's Docent program has been virtual. Beginning January 2022, the Docent Program was re-established in-person programs including weekly tours, school tours, and Focus Friday monthly programs. <https://leeparattner.org/calendar/>
- LRMA's Curator Christine Renc-Carter will be leading a series of educational programs to complement the *Masterworks*, *Français Impressions*, and *Greater Than 17* exhibitions that includes renowned scholars, art collectors and estate planning.

February 15, 2022

**MEMORANDUM**

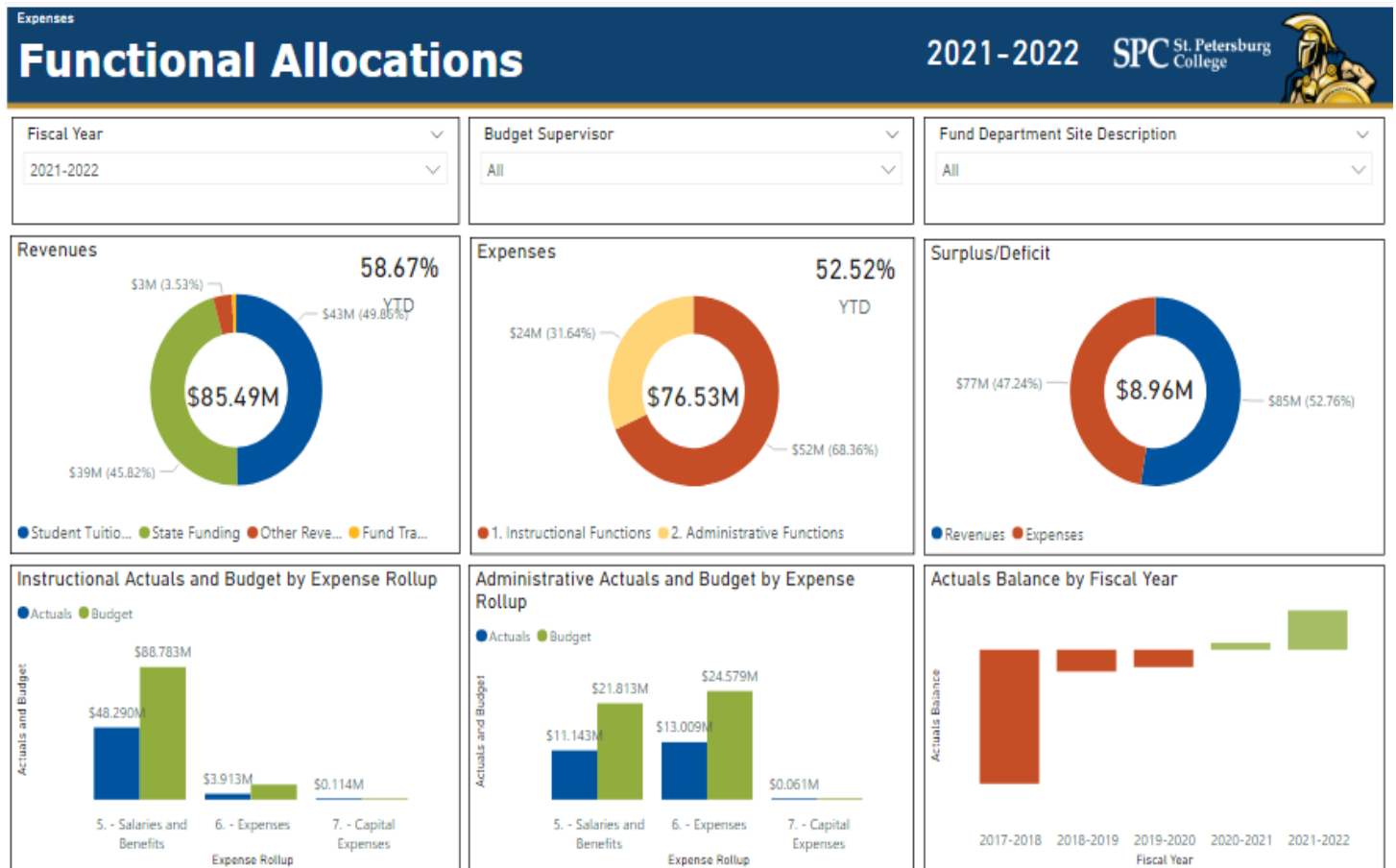
**TO:** Board of Trustees, St. Petersburg College

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

**SUBJECT:** Fiscal Year 2021-2022 College General Operating Budget Report with Tuition Revenue

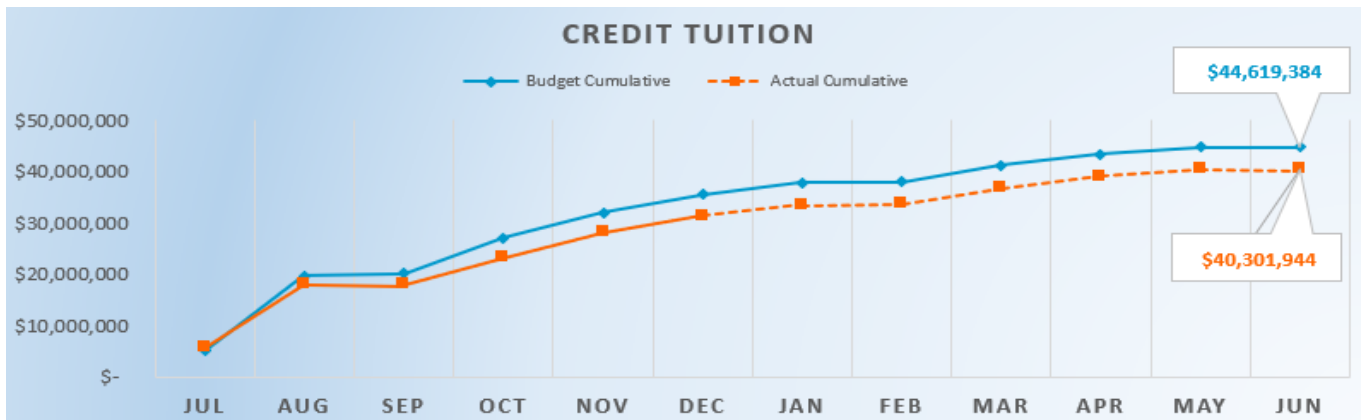
**The FY21-22 fund 1 operating budget report through January 31, 2022, is attached.**

As of January 31, 2022, the overall revenue was \$85.49M, which represents 58.67 % of the operating budget. The overall expense was \$76.53M, which represents 52.52 % of the operating budget. Personnel expense represents 75.9 % of the annual operating budget. As of this report date, personnel expense totals \$59.4M or 53.7 % of the total budget of personnel expenses. Instructional personnel expenses account for \$48.3M and \$11.1M for Administration personnel expenses. Current and Capital expense totals \$17.1M. The net balance of revenue less expense is \$8.96M.

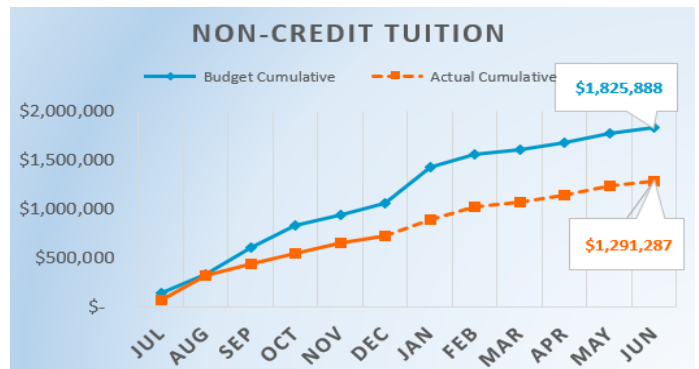


Displayed below are charts for projected tuition revenue. There are three types of tuition revenue; credit tuition, non-credit tuition, and postsecondary adult vocational tuition.

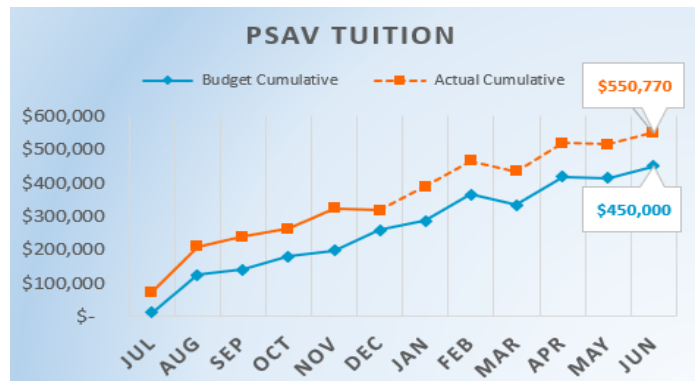
**Credit Tuition Revenue** – The chart below displays the credit tuition portion of the budget to the trending projected amount. As of January 31, 2022, the tuition projected is \$4.3 M below the budgeted amount.



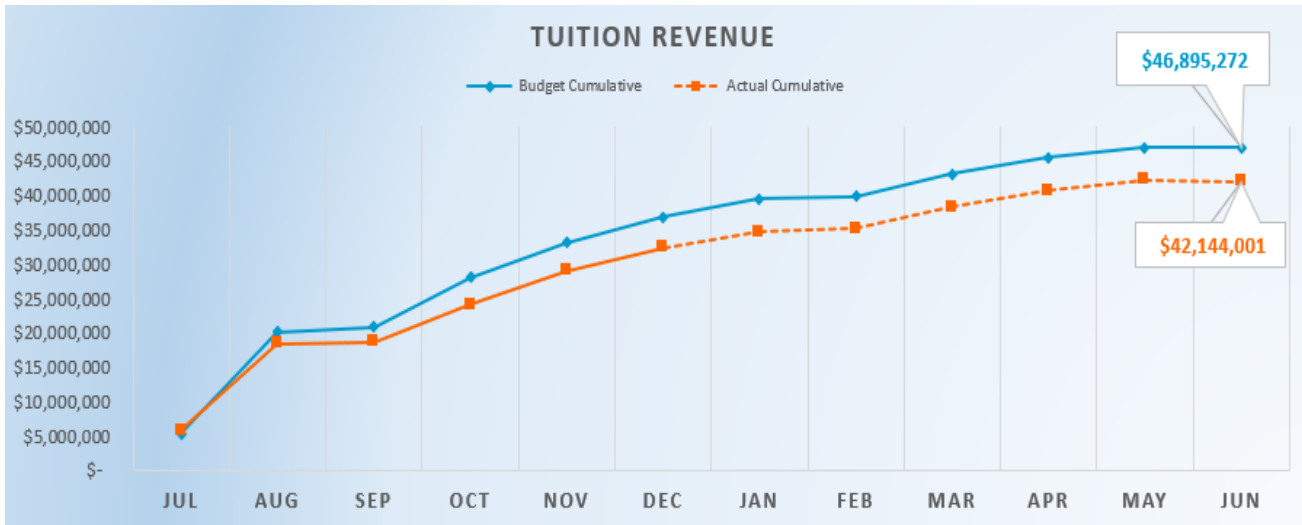
**Non-Credit Tuition Revenue** – The chart to the right displays the non-credit portion of the budget to the trending projected amount. As of January 31, 2022, the tuition projected is \$534K below the budgeted amount.



**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 January 31, 2022, the tuition projection is \$100K above the budgeted amount.



**Total Tuition Revenue** - The chart below displays the total operating tuition budget to the trending projected amount. As of January 31, 2022, the overall tuition projected is \$4.7M below the budgeted amount.



Dr. Hector Lora, Vice President, Budgeting.

Attachment




**Operating Budget Report  
January, 31 2022**

	Budget		Actual		% of YTD
Revenue					
Student Tuition & Fees	\$ 57,751,790	\$	\$ 42,628,230		74%
State Funding	\$ 79,949,374	\$	\$ 39,167,519		49%
Other Revenues	\$ 6,658,195	\$	\$ 3,017,201		45%
Fund Transfers In	\$ 1,350,000	\$	\$ 676,534		50%
<b>Total Revenue</b>	<b>\$ 145,709,359</b>	<b>\$</b>	<b>\$ 85,489,484</b>		<b>59%</b>
	Budget		Actual		% of YTD
Expenses					
Instruction	\$ 56,541,073	\$	\$ 31,972,040		57%
Public Sevcies	\$ 995	\$	\$ 511		51%
Academic Support	\$ 21,246,259	\$	\$ 10,981,297		52%
Student Support	\$ 21,235,525	\$	\$ 9,363,068		44%
<b>Total Instructional</b>	<b>\$ 99,023,852</b>	<b>\$</b>	<b>\$ 52,316,915</b>		<b>53%</b>
Institutional Support	\$ 21,108,914	\$	\$ 10,541,585		50%
Physical plant Operation and Maintenance	\$ 17,341,561	\$	\$ 9,540,854		55%
Student Financial Assistance	\$ 6,479,219	\$	\$ 1,717,052		27%
Contingency, Transfer, Etc	\$ 1,755,813	\$	\$ 2,413,832		137%
<b>Total Administrative</b>	<b>\$ 46,685,507</b>	<b>\$</b>	<b>\$ 24,213,323</b>		<b>52%</b>
<b>Total Operating Expenses</b>	<b>\$ 145,709,359</b>	<b>\$</b>	<b>\$ 76,530,238</b>		<b>53%</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$</b>	<b>\$ 8,959,246</b>		

\*FY2021-22 excludes Net Pension adjustments.

February 15, 2022

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** Tonjua Williams, Ph.D., President   
**SUBJECT:** Quarterly Informational Report of Contract Items

This informational report includes executed contracts and/or items that have been approved by either the President or designee during the preceding Quarter and are being reported to the Board pursuant to Board of Trustees' Rule 6Hx23-5.903.

**Section A: Program Related Contracts**

1. Affiliation Agreement with **Florida Hospital Medical Group, Inc. d/b/a Advent Health Medical Group** to provide clinical experience to students in the Health Services Administration Program. There is no cost to the College. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Matthew Liao-Troth on December 14, 2021. Department—Health Services Administration
2. Affiliation Agreement with **HCR Healthcare, LLC** to provide clinical experience to students enrolled in various health related programs. There is no cost to the College. The Agreement will commence as soon as possible and continue through December 31, 2022. This item was approved by Matthew Liao-Troth on October 26, 2021. Departments—Physical Therapist Assistant, Nursing, Health Services Administration, and Health Information Technology
3. Affiliation Agreement with **Johns Hopkins All Children's Hospital** to provide clinical experience to students enrolled in various health related programs. There is no cost to the College. The Agreement will commence as soon as possible and continue for a period of two years. This item was approved by Matthew Liao-Troth on October 13, 2021. Departments—College of Health Sciences; College of Nursing
4. Affiliation Agreement with **Key West HMA Physician Management, LLC** to provide clinical experience to students enrolled in the Health Services Administration Program. There is no cost to the College. The Agreement will commence as soon as possible and continue through May 6, 2022. This item was approved by Matthew Liao-Troth on October 1, 2021. Department—College of Health Sciences

5. Affiliation Agreement with **NCH Healthcare System** to provide clinical experience to students enrolled in the Health Services Administration Program. There is no cost to the College. The Agreement will commence as soon as possible and continue through December 31, 2022. This item was approved by Matthew Liao-Troth on October 26, 2021. Department—Health Services Administration
  
6. Affiliation Agreement with **Orlando Health, Inc.** to provide clinical experience to students enrolled in the Health Services Administration and Respiratory Care programs. There is no cost to the College. The Agreement will commence as soon as possible and continue through May 14, 2023. This item was approved by Matthew Liao-Troth on October 26, 2021. Department—College of Health Sciences
  
7. Agreement with **Pasco-Hernando State College (PHSC)** to allow PHCC students, who have completed general education courses at PHSC, to transfer to SPC's AS Veterinary Technology program. Upon completion of SPC's AS Veterinary Technology Program, students may continue in SPC's BAS Veterinary Technology Program. The Agreement will commence as soon as possible and will continue for a period of three years. There is no cost to the College associated with entering into this Agreement. This item was approved Matthew Liao-Troth on November 4, 2021. Department—Veterinary Technology

**Section B: Contracts above \$100,000 (\$100,001-\$325,000)**

NONE

**Section C: Contracts above \$50,000 (\$50,001-\$100,000)**

8. Agreement with **Apple Financial Services** to lease computer equipment for use in the Workforce Education computer lab. The lease is for the period of 60 months. The cost to the College for this lease is expected to be approximately \$65,324.85. Should the College opt to purchase the equipment, if applicable, at the end of the lease term, the purchase option price would be an additional \$1. Based on the foregoing, the total cost to the College for this lease agreement will not exceed \$65,325.85. Should funds not be appropriated to continue the lease for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 30 days' notice prior to the end of the current fiscal period. This item was approved by Janette Hunt on October 18, 2021 and on December 7, 2021. Department—Information Technology
  
9. Agreement with **Evergreen Solutions, LLC** to provide management consulting services associated with the Classification Study to be performed for the College. The Agreement will commence as soon as possible and continue through July 30, 2022. The cost to the College will be \$88,500. This item was approved by Darryl Wright-Greene on December 15, 2021. Department—Human Resources

10. Agreement with **Express Employment Professionals** to provide temporary workers to assist in the College's Technical Support Services Department. The Agreement will commence as soon as possible and is ongoing in nature unless terminated by the parties. The anticipated cost to the College through May 19, 2022 is \$65,000. Thereafter, should the College continue to need services under the Agreement, any additional costs will be handled via the Purchasing approval process. This item was approved by Janette Hunt on December 15, 2021. Department—Technology Support Services
11. Agreement with **Microsoft Corporation** to continue the Microsoft Premier Services including consulting, training and support for the period of one year. The Agreement covers necessary technical consulting, training and support for current SPC Microsoft related projects such as SharePoint, SQL, etc. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be \$76,889. This item was approved by Janette Hunt on November 23, 2021. Department—Information Technology

**Section D: Contracts above \$10,000 (\$10,001-\$50,000)**

12. Agreement with **Access Interpreting Services, LLC** to provide interpreting services for SPC employees/events. The Agreement will commence as soon as possible and continue for the period of one year. The anticipated cost to the College for this Agreement is \$35,000. This item was approved by Darryl Wright-Greene on December 1, 2021. Department—HR Benefits
13. Agreement with **Bayview Public Relations, Inc. d/b/a B2 Communications** to provide services for the development of a strategic communications plan for the College in three phases. The cost to the College for B2's services will be \$29,500. The Agreement will commence as soon as possible and continue through project completion, which is anticipated to be March 31, 2022. This item was approved by Matthew Liao-Troth on December 3, 2021. Department—Marketing & Strategic Communications
14. Agreement with **Carr, Riggs & Ingram, LLC** to provide bookkeeping/consulting services for the Institute for Strategic Policy Solutions through June 22, 2022. The cost to the College for this Agreement will be \$10,000. This item was approved by Jamelle Conner on December 2, 2021. Department—Institute for Strategic Policy Solutions
15. Agreement with **Scott Cho Consulting, Inc.** to provide consulting services associated with the implementation, testing, and final roll out of the External Awards Module for Financial Assistance Services. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be \$11,550. This item was approved by Jamelle Conner on December 10, 2021. Department—Financial Assistance Services
16. Agreement with **Deer Oaks EAP Services, LLC** to provide one-on-one counseling sessions and seminars at no cost to College employees. The Agreement will commence on January 1, 2022 and continue for the period of two years. The anticipated cost to the



College during the two-year period is approximately \$44,000. This item was approved by Darryl Wright-Greene on October 25, 2021. Department—HR Benefits

17. Agreement with **Exotic Polishing, Inc.** to provide services for the removal and replacement of flooring in multiple rooms as the Allstate Center. Exotic will also seal, finish and polish the flooring. The cost to the College for this Agreement will be \$23,150. This item was approved by Janette Hunt on December 15, 2021. Department—Facilities
18. Agreement with **Gulf Coast Jewish Family and Community Services, Inc. (GCJFCS)** whereby the College will assist eligible students referred by GCJFCS with registration, training and services in the College's Workforce programs. GCJFCS will reimburse the College monthly via tuition/expense vouchers for all expenses related to the training. The Agreement will commence upon execution and continue unless terminated by either party. Although the total enrollments are not yet determined, it is estimated that the College may receive approximately \$39,000 annually for its services under this Agreement. The College estimates annual expenses to be approximately \$15,000 for an anticipated net revenue per year in the amount of \$24,000. This item was approved by Belinthia Berry on November 17, 2021. Department—Workforce Education
19. Agreement with **Laurie Hill** to provide professional consulting services including marketing, sales, and business development for the College's Collaborative Labs. The Agreement will commence as soon as possible and continue through June 14, 2022. The College will pay the consultant \$23,500, inclusive of expenses incurred, over the period of the Agreement. In addition, the consultant will be paid a commission of 10% based on the gross contract price for any business for which the engagement occurs pursuant to the terms of the Agreement. The commission amount is anticipated to be \$15,600. Based on the foregoing, the total anticipated costs for this Agreement are \$39,100. This item was approved by Belinthia Berry on December 9, 2021. Department—Collaborative Labs
20. Agreement with **Intrado Interactive Services Corporation** for the renewal of the School Messenger Complete for the period of one year. The cost to the College for the renewal period will be \$27,000. Thereafter, the Agreement will automatically renew for successive one-year periods unless either party provides 30 days' written notice prior to the end of the current term. This item was approved via the Purchasing process on November 12, 2021. Department—Information Technology
21. Agreement with **Dwayne Josephson** to provide instructional services for the Digital Marketing Analyst course through December 17, 2021. Services will include student onboarding and orientation. The cost to the College for this Agreement will be \$24,996.40. This item was approved by Belinthia Berry on October 11, 2021. Department—Workforce
22. Agreement with **Ovid Technologies, Inc.** to continue the subscription to the LWW Nursing and Health Professions Premier Collection used to support the College's Nursing and other Allied Health programs. The Agreement will commence as soon as possible and continue through December 31, 2022. The cost to the College for this Agreement will be \$23,485. This item was approved by Matthew Liao-Troth on November 18, 2021. Department—Learning Resources

23. Agreement with **Ovid Technologies, Inc.** to continue the subscription to Lippincott Advisor use to support the College's Nursing Program. The Agreement will commence as soon as possible and continue through December 31, 2022. The cost to the College for this period will be \$12,076. This item was approved by Matthew Liao-Troth on November 18, 2021. Department—Learning Resources
24. Agreement with **Ovid Technologies, Inc.** to continue the subscription to various electronic journals used to support the College's Nursing and Dental Hygiene Programs. The Agreement will commence as soon as possible and continue through December 31, 2022. The cost to the College for this period will be \$11,363. This item was approved by Matthew Liao-Troth on November 18, 2021. Department—Learning Resources
25. Agreement with **ProEducation Solutions** to continue to provide consulting services for Financial Assistance Services to assist in the processing of student files selected for federal verification and SAP reviews. The Agreement is for the period of one year through June 30, 2022 at a cost of \$29,000. This item was approved by Jamelle Conner on August 26, 2021. This item is being included on this Report as it did not appear on the previous report. Department—Financial Assistance Services
26. Agreement with **ProEducation Solutions** to continue to provide SAP services for Financial Assistance Services through June 30, 2022. The cost to the College for this Agreement will be \$25,000. This item was approved by Jamelle Conner on October 4, 2021. Department—Financial Assistance Services
27. Agreement with **TSA Consulting Group, Inc.** to continue to provide compliance administration services to the College for the College's voluntary retirement programs [403(b) and 457(b)]. The renewal Agreement commenced July 1, 2021 and will continue through June 30, 2022. The cost to the College for this period will be \$12,000. This item was approved by Darryl Wright-Greene on November 15, 2021. Department—Human Resources

**Section E: Contracts below \$10,000**

28. Agreement with **Access Interpreting Services, LLC** to provide interpreting services when needed for students. The Agreement will commence as soon as possible and continue for the period of one year. The anticipated cost for this period is expected to be approximately \$1,000. This item was approved by Jamelle Conner on October 26, 2021. Department—Retention Services
29. Agreement with **Birchmore Group, Inc.** to provide snow for a Student Life and Leadership sponsored event being held on the Seminole Campus on December 2, 2021. The cost to the College for this Agreement will be \$5,345. This item was approved by Jamelle Conner on November 30, 2021. Department—Student Life and Leadership
30. Agreement with the **City of Clearwater** to continue the MOU to provide for the distribution of food and water in the event of a hurricane emergency. The College would

allow the use of its Clearwater Campus parking lot and the first floor of the library as a distribution point for emergency food and water supplies to the community. There is no cost to the College. The Agreement will commence on January 1, 2022 and continue through December 31, 2022. This item was approved by Jamelle Conner on October 20, 2021. Department—Provost Office, CL

31. Agreement with **Community Tech House** for the consulting services of Lynn Johnson to facilitate training courses on various computer topics and provide recruitment for the Silver Scholars Computer BootCamp being conducted as part of the St. Pete Works program. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this training will be \$4,950. Any added costs that may be deemed necessary during the term of the Agreement will be approved via the Purchasing process. This item was approved by Belinthia Berry on December 7, 2021. Department—Workforce Institute
32. Agreement with **ConvergeOne (CO)** for renewal of the maintenance plan for the CO software used by the College of Computer Information & Technology (CCIT). The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$5,995. Any subsequent maintenance renewals for this Agreement will be handled via the Purchasing approval process. This item was approved by Matthew Liao-Troth on October 27, 2021. Department—CCIT
33. Agreement with **D2L, Ltd.** to deliver subject matter expertise for training sessions on its Brightspace product(s). The Agreement will commence as soon as possible and training will take place within 12 months. The cost to the College for this training will be \$1,800. This item was approved by Matthew Liao-Troth on November 25, 2021. Department—Online Learning Services
34. Agreement with **Elsevier BV** to renew the online access to Critical Care Nursing Clinics of North America; Nursing Clinics of North America; Radiology Clinics of North America; Veterinary Clinics of North America: Small Animals Practice; and the Journal of the American Dental Association. The Agreement will commence as soon as possible and continue through December 31, 2022. The cost to the College for this Agreement will be \$5,259.50. This item was approved by Matthew Liao-Troth on November 18, 2021. Department—Learning Resources
35. Agreement with **Florida Association of Insurance Agents (FAIA)** to partner with SPC to offer pre-licensing insurance courses. FAIA will provide instructor and review and update the curriculum to ensure compliance with the Department of Financial Services. The College will assist students with registration and inform students regarding state licensure requirements. SPC will also maintain the LMS and be responsible for reporting completions to the state. The College will pay a flat fee of \$1,000 for course curriculum updates and a fee of \$500 per month per class for instructor services. The initial cost anticipated through June 30, 2022 is anticipated to be \$4,000. The Agreement is for one year through November 30, 2022. Any increases in cost during the Agreement period would be handled via the Purchasing approval process. This item was approved by Belinthia Berry on October 11, 2021. Department—Workforce

36. Agreement with **Alicia Geigel** to provide documentation services for Collaborative Labs events through June 30, 2022. Ms. Geigel will be paid \$700 for a full-day event and \$400 for a half-day event. The cost to the College is estimated to be \$2,000 for this Agreement; however, should additional events be scheduled, any added cost would be handled via the Purchasing approval process. This item was approved by Belinthia Berry on October 8, 2021. Department—Collaborative Labs
37. Agreement with **Intercultural Advocacy Institute** for the continued use of certain rooms at the Tarpon Springs Campus. The renewal period will be from January 19, 2022 through January 18, 2023. The anticipated revenue to the College for this Agreement will be \$3,446.07. This item was approved by Janette Hunt on November 19, 2021. Department—Provost Office
38. Agreement with **K12 Florida, LLC** will rent two EpiCenter Workforce rooms for use as a Testing Site. The Agreement will commence February 17, 2022 and continue through May 26, 2022. The rental fees to be paid to the College during this period will be \$11,770. This item was approved by Belinthia Berry on December 13, 2021. Department—Workforce Development
39. Agreement with **Kagawa University** to continue the Memorandum of Understanding to promote the exchange of experiences and staff in the fields of education, science, culture and other areas in which both parties are academically involved. There is no cost to the College. The Agreement will commence as soon as possible and continue for the period of five years. This item was approved by Matthew Liao-Troth on October 20, 2021. Department—Center for International Programs
40. Modification to the Agreement with **Microsoft Corporation** for the Microsoft Premier Services including consulting, training and support at a cost to the College of \$75,775. **This modification extends the Agreement for an additional month through November 30, 2021 at no additional cost.** This item was approved by Janette Hunt on October 15, 2021. Department—Information Technology
41. Modification to the Agreement with **Microsoft Corporation** for the Microsoft Premier Services including consulting, training and support at a cost to the College of \$75,775. **This second modification extends the Agreement for an additional 12 days through December 12, 2021 at no additional cost.** This item was approved by Janette Hunt on December 7, 2021. Department—Information Technology
42. Agreement with **Orkin Pest Control** to provide monthly pest control treatment at the Clearwater Library. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be \$5,376. This item was approved by Janette Hunt on November 19, 2021. Department—Custodial Services
43. Agreement with **Phillies Florida, LLC** whereby the College will provide access to the two northern parking lots on the Clearwater Campus for fan parking during Phillies Spring Training home games. In exchange, Phillies Florida will provide in-kind, stadium Billboard outfield signage and two season tickets during the season. The Agreement will

commence as soon as possible and continue through the end of spring training. There is no cost to the College associated with entering into this Agreement. This item was approved by Janette Hunt on December 1, 2021. Department—Finance & Business Operations

44. Intergovernmental Agreement with the **Pinellas County School Board** to establish and update collegiate high school programs in dual enrollment for the next school year. The Agreement is for an annual period and is to be executed prior to January 1st of each year. This Agreement is pursuant to Florida Statutes 1007.273 which requires colleges to work with their school districts for this purpose. There is no cost to the College. This item was approved by Matthew Liao-Troth on December 13, 2021. Department—University Partnership Center
45. Renewal of Agreement with **Pinellas Police Standards Council (PPSC)** for the use of space at the Allstate Center to provide the Police Applicant Screening Service (PASS). Since all recruits entering the law enforcement and corrections academies must be cleared through PASS, the housing of PASS at the Allstate Center continues to be a major advantage to the College's academy programs. Given the foregoing benefits to the College, there is no charge to PPSC for the use of the space. The College also provides janitorial services, four desktop computers and computer support services. The Agreement commenced on October 1, 2021 and continue for the period of one year. This item was approved by Janette Hunt on December 15, 2021. Department—General Administration/SEPSI
46. Agreement with **Stephanie Sasseen** to provide documentation services for Collaborative Labs events through June 30, 2022. Ms. Sasseen will be paid \$700 for a full-day event and \$400 for a half-day event. The cost to the College is estimated to be \$2,500 for this Agreement; however, should additional events be scheduled, any added cost would be handled via the Purchasing approval process. This item was approved by Belinthia Berry on October 8, 2021. Department—Collaborative Labs
47. Agreement with **Springshare, LLC** to continue to provide LibGuides, a template-driven content management system, for us in the College's libraries. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$4,961. This item was approved by Matthew Liao-Troth on October 18, 2021. Department—Learning Resources
48. Renewal of the Agreement with the **U.S. Geological Survey (USGS)** whereby USGS St. Petersburg Science Center agrees to continue to loan the College's Bay Pines STEM Center certain equipment for the period of one year at no cost. The Agreement can be extended annually upon the agreement of the parties. The period for this renewal is from November 13, 2021 through November 13, 2022. The College agrees to provide over-site of the equipment and general maintenance. If the College determines it no longer wants the equipment or an item becomes inoperable, the equipment will be returned to USGS. This item was approved by Matthew Liao-Troth on October 1, 2021. Department-Natural Science

49. Agreement with **VSC Fire & Security** to provide fire alarm, fire sprinkler, and fire hydrant inspections at the Tarpon Springs Campus. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$5,090. This item was approved by Janette Hunt on October 25, 2021. Department—Facilities Services
  
50. Agreement with **Xerox Corporation** to lease one color printing unit for use in the Fine Arts Department. The lease is for a period of five years. The estimated cost over five years (approximately \$1,231.16 per year) is \$6,155.80. This item was approved by Matthew Liao-Troth on October 27, 2021. Department—Fine Arts

Pamela S. Smith, Legal Services Coordinator, prepared this Quarterly Informational Report on contract items not exceeding \$325,000.

Suzanne Gardner, General Counsel, recommends approval.

ps01231211