

MINUTES OF THE MARCH 21, 2023 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, March 21, 2023 at the St. Petersburg College EpiCenter, Room 1-453, 13805 58th Street N, Clearwater, Florida. The following Board members were present: Chair Thomas Kidwell, Vice Chair Jason Butts, Katie Cole, Deveron Gibbons (via zoom), 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, March 21, 2023 at the St. Petersburg College EpiCenter, Room 1-453, 13805 58th Street N, Clearwater, 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, 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

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).

23-024. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES

MARCH 21, 2023

SPC EPICENTER (1-453)

13805 58th STREET N

CLEARWATER, FL

REGULAR MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. RECOGNITIONS

- A. SPC Spotlights
 - 1. Ms. Norene Kemp – Dean, College of Computer and Information Technology

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 February 21, 2023 (*Action*)

V. MONTHLY REPORTS

- A. General Counsel

VI. STRATEGIC FOCUS

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

- 1. Academic Calendar 2024 - Dr. Matthew Liao Troth, Vice President, Academic Affairs (*Presentation/Action*)

B. STRATEGIC PRIORITIES

- 1. Campus Climate Survey Overview – Dr. Devona Pierre, Executive Director, Organizational Culture and Engagement (*Presentation*)

C. BUDGET AND FINANCE

- 1. SPC Operating – Dr. Hector Lora, Associate Vice President, Budgeting (*Presentation*)

VII. CONSENT AGENDA

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

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B. NEW BUSINESS

1. ADMINISTRATIVE MATTERS

a. Human Resources

i. Personnel Report (*Action*)

b. Annual Membership Assessment in Florida College System Risk Management Consortium (*Action*)

2. ACADEMIC MATTERS

a. Credit Curriculum Changes (*Action*)

b. Future Accreditor of St. Petersburg College (*Action*)

3. GRANTS/RESTRICTED FUNDS CONTRACTS

a. Institute for Museum and Library Services—Museum Assessment Program (*Action*)

b. U.S. Department of Commerce – Minority Business Development Agency Capital Readiness Program (*Action*)

4. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000

a. Audiovisual System Purchase, Project Number 1707-N-22-5, Workforce Incubator, TS (*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 2022-2023 College General Operating Budget Report with Tuition Revenue (*Information*)

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

X. PRESIDENT'S REPORT

XI. NEXT MEETING DATE AND SITE

April 18, 2023, SPC Health Education Center, Room Teaching Auditorium

XII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting March 21, 2023, 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**

23-025. 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.

23-026. Under Item II – Recognitions

A. SPC Spotlights

1. Ms. Norene Kemp – Dean, College of Computer and Information Technology

Dr. Matthew Liao Troth, Vice President, Academic Affairs introduced Ms. Norene Kemp as the new Dean, College of Computer and Information Technology.

23-027. Under Item III, Comments

A. Board Chair

Chair Kidwell shared that he will be joining Dr. Williams and his fellow trustees in Tallahassee for Association of Florida Colleges legislative conference. He stated he looks forward to advocating for the college.

B. Board Members

Trustee Stonecipher shared that the Annual Foundation Donors appreciation luncheon would take place the following week at the Hilton Carillon. In addition, he thanked everyone that attended the St. Petersburg College Alumni game on March 11th. He shared that Mike Carroll from the foundation did a great job throwing out the first pitch.

C. President

Dr. Williams mentioned that she asked Dr Smiley, Dean of Social and Behavioral Sciences to have some of our students apply for an internship this summer in Washington DC. She was pleased to announce that SPC will be represented in Washington D.C this summer. Two students who received official notifications that they will be accepted into the Fund

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for American studies an academic internship program. The summer program provides students from across the United States and abroad the opportunity to spend eight weeks earning three to six credits from George Mason University they complete an internship placement in their field of interest and live in a furnished housing apartment provided by George Washington University. She congratulated Dr Smiley and the SPC students who have been selected. George Mention and Zarek Flanagan are the names of the students who were selected. Second she shared that Collegiate High School students earned honors in a Regional Fair. The Saint Petersburg Collegiate High School St Pete Gibbs Campus junior Ella Baum earned two first place honors in the 2023 Pinellas Regional science and engineering fair for her unique project on biological control of ticks to prevent tick-borne illness using mapathogenic fungi. She added that Ella's hard work drove her to win the animal science Division and best in fair of her senior division allowing her to advance to State science and engineering Fair coming up in April and I'm very proud of her and our students but more than anything our faculty who breathe into our students to help them learn and be successful we would not be represented in the way that we are being represented had it not been for our faculty and our Deans who continue to pour into our students

D. Public Comment pursuant to §286.0105 FS
None

23-028. Under Item IV, Review and Approval of Minutes

IV. REVIEW AND APPROVAL OF MINUTES

Board of Trustees' Meeting of February 21, 2023 (*Action*)

The minutes of the February 21, 2023 Meeting of the Board of Trustees of St. Petersburg College were presented by the chairman for approval. Trustee Gibbons moved approval of the minutes as submitted. Trustee Cole seconded the motion. The motion passed unanimously.

23-029. Under Item V, Monthly Reports

V. MONTHLY REPORTS

A. General Counsel

23-030. Under Item VI – A, Strategic Focus and Planning

VI. STRATEGIC FOCUS

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

1. Academic Calendar 2024 - Dr. Matthew Liao Troth, Vice President,
Academic Affairs (*Presentation/Action*)

Dr. Liao Troth began his report by reminding the board of the academic calendar Approval of 18 months at one time. Now the college is scheduling further into the year which will in the future allow to schedule classes further into the year to better enable students to plan for their academic progression. The calendar strategy is focusing again on

academic excellence and employee engagement and experience for both students and employees. The college has been focusing on aligning the academic term breaks with the local school district to make sure that the week-long Thanksgiving break is also reflected in SPC's Thanksgiving break in the fall and in the spring looking at making sure that spring break aligns with the spring break for Pinellas County Schools and then splitting the eight-week terms eight weeks before the spring break and eight weeks after the spring break to. This continues to align with USF as well and other Regional colleges so students who are transitioning from SPC to other places or have family members at other schools also are able to take their breaks at the same time. After Martin Luther King Jr holiday there will be an extra week which allows SPC to have a little more time to recruit for the spring term and a little more time with the employees coming back to get ready for the students coming in for the spring and of course there's always a couple of potential students who make a New Year's resolution to come back to college and this gives them time to register for classes. This also shifts summer term so that the summer term now starts after senior graduation so that seniors who are graduating and want to take a full 10-week term can do so. Within that 10-week period if they don't join for the 10-week term they can join for the six-week term which starts four weeks later for fall of 2024. He stated we will continue to start in approximately the middle of August which allows multiple holidays through the fall and again aligning that Thanksgiving. Dr. Liao Troth mentioned they did not see any drop off in student performance by having a full week of holiday break for Thanksgiving for the students who then came back and then had finals but we'll continue to monitor that to make sure that there's not a drop off in retained learning moving into the latter part of the fall term. Finally as a rundown of all the holidays: winter break of 2023 ends in 2024 Martin Luther King Jr holiday spring break week the spring holiday which is a long weekend Memorial Day Juneteenth Independence Day Labor Day Veterans Day the Thanksgiving holiday week and then winter break again starting and ending on the first of the new year.

Dr. Williams wanted to publicly state that while they have done their best to align with Pinellas County Schools on holidays for the winter break the college cannot align three weeks off. It will still be two weeks off for the college employees. She shared that she knows that they had some challenges this past winter but wanted to make sure that they publicly state that it is where they are not aligned instead of three weeks it's two weeks for St. Petersburg College and certainly if an employee wants the third week they can utilize their annual leave or their vacation time. She also reiterated that the college has some essential operations that continue during spring break Thanksgiving break and the winter break.

Chair Kidwell asked for a vote on calendar. Trustee Gibbons moved approval and Trustee Stonecipher seconded the motion. Motion passed unanimously.

B. STRATEGIC PRIORITIES

1. Campus Climate Survey Overview – Dr. Devona Pierre, Executive Director, Organizational Culture and Engagement (*Presentation*)

Before Dr. Pierre presented Dr. Williams thanked the board for challenging them to improve the culture and climate of the institution and so they performed this survey to find out not only how students felt but how employees felt. She shared how important it was to bring the results back to

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the board on the climate survey but also for the college family to see the outcome. Many times, surveys are done and people don't get to see what were the results. To make sure that everyone understands that being intentional about improving the climate of the institution and the overall culture it's important the information is brought back and working on a strategic plan to make sure that it addresses shortcomings or areas that are eyesores that need to work;.

Dr Pierre reported that some of the things that they wanted to make sure to look at was understanding campus climate across the institution and exploring employees and student experiences in order to inform that strategic planning plans move forward and utilizing the viewfinders campus climate survey. She thanked the board for their approval last year to conduct the survey.

She began with the student results and highlighted that this is the first time they've done this. She stated that it is baseline data and there is room to grow. She added that it was distributed amongst online as well as face-to-face students so all students had an option and an opportunity to complete the survey. The data was about even between AA students as well as BS Students and short-term training was about four percent which was a very small Percentage. Over 50 percent were first generation college students which is a trend that was seen throughout the survey and about 45 – 46 percent were enrolled in more than 12 credit hours which means they were full-time students. With regards to gender, women was approximately 70 percent, and had about six percent of the population identify as military or a veteran. The data for the students was broken down into two different areas campus climate and then the second was learning Experience. Campus climate showed that 48.4 percent agree that there's a great sense of belonging at St Petersburg College. 65.8 percent agree that the institution is inclusive and about 72 percent agree that SPC is diverse. The learning experience: 57 percent feel that faculty accept their point of views even if they disagree with them; 75 percent of students agree that students of all backgrounds interact together in a classroom; 75 percent agree that faculty created a safe and welcoming environment in their classroom. Dr. Pierre also shared 29 percent of the students understood how to report harassment. She shared that it let them know that there is a need to do a better job of informing students the policies of the institution to ensure they know where to go and how to do it. 48.4 percent feel that they belong and she would like to see that improve to the 60s. Dr. Pierre stated under the learning experience, she is most proud of the work that they are trying to do in the classroom to make sure students feel that they belong that they have what they need, that their faculty are open and receptive.

Trustee Stonecipher asked if Dr. Pierre could share the overall response rate to the survey

Dr. Pierre thanked Mr. Stonecipher for his question and shared that they have some room to grow for students it was it was very extremely low it was sent out to over 20 000 but only received about 19 percent that completed. There were 29 percent that started the survey but didn't complete it. Looking at employee feedback, 40 percent of CSEC or Career Services employees completed the survey followed by faculty with 26 percent and then A&P 33 percent. Less than one percent of OPS completed the survey. Women outperformed more than males with 59 percent and people of color represented 28-29 percent. For employees they looked at employee culture and campus climate. 23.7 percent disagree that campus Personnel are

held to the same code of professional ethics and conduct and that was alarming but something that is being shared with leadership and reviewing ways to address it.

72 percent agree that the campus is inclusive; 75 percent agreed that the campus is diverse; over 50 percent encouraged to weave diversity cultural competence into their work; 68.4 percent would recommend SPC as a place to work. Dr. Pierre mentioned that they need to get that number higher; about 83 percent are satisfied overall with the interactions with other employees so um pretty good numbers for this to be Baseline data but we definitely have some things that we need to work on.

Mr. Gibbons asked if there were any questions related students that feel that faculty is qualified? Dr. Pierre stated there were a number of questions centered around student perceptions of Faculty that's how they got the information about their perspective in the classrooms and how they felt in about the classroom climate. But there wasn't necessarily a specific question asking that but she would double check.

Dr. Williams shared it gives her a sense of needing to do a better job in freeing people to speak and share their concerns without them feeling as if something will happen by sharing something negative will happen. Dr. Williams mentioned that when she started she had lot of listening posts and life just happened and Covid came and the listening post became fewer and fewer. She shared that having more of those listening posts followed by action for the employees is going to be very important.

Dr. Pierre mentioned that she spoke to Career Service employees, a frequent guest presenter at academic Affairs Town Hall to make sure as much as possible they are listening to what the employees have to say. For next steps increasing survey engagement to get the students to fill out surveys especially one that has a QR Code, additional data collection, focus groups to dive in deeper to understand what's behind the comments, to understand those percentages and to really get a sense from the community what can they be doing in order to increase a sense of belonging at St Petersburg College and really expanding the You below campaign, leaning into that to ensure that SPC is a place employee can work, live, play and grow.

C. BUDGET AND FINANCE

1. SPC Operating – Dr. Hector Lora, Associate Vice President, Budgeting (Presentation)

Dr. Lora reported in revenue for this term, state funding received 58.8 million in February we received allocation of the lottery which totaled 2.94 million per month for the continuance of the fiscal year; 41.7 million for student tuition and fees which total 80.31 of the total budget for tuition and revenues. The second eight-week section just started yesterday and enrollment for the Summer full term, also the first eight week section for the Summer full term as well They have 5.6 million for other Revenue which includes interest dividend indirect costs and use of facilities funds transfer. 93.1 million in expenses; instructional function account for 59 million or 63.19 percent of the total expenses and administrative functions is 34 million or 36.81 percent when you look at the bar graph to the right side you can see the 67.7 million is associated with salaries and benefits which represent 55.9 percent of the total value for personnel and benefits for expenses in capital we have 25.4 million representing 56.6 percent of the

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total budget for Korean and capital expenditures instructional expenditure which consists of the college-wide expenditure related to instructional activity as of February 28 we got 58.8 million for this 53.2 million correspond to the salaries and benefits to representing 56.2 percent of the total budget for instructional functional salaries for expenses and capital expenditures we have 5.6 million which represent 33.1 percent of the total budget for current and capital expenditures on the other hand moving into the administrative function which consider the activity undertaken to provide the necessary services on a college-wide basis as of February 28 we incurred 34.2 million dollars of which 14.5 million dollars is related to salaries and benefits which represent 54.6 of the total administrative functions for current expenses and capital expenditures we include 19.7 million or 75 percent of the corresponding budget this increase is due to the approval of the transfer of the capital outlay 2 million dollars and if you remember we approved last time a expenditure of the lease paid out the lease up to 5 million we already paid 3.5 million of those leases which is going to reduce our debt as of February 28 our total revenue is 99.9 million and our total expenses in 93.11 million positive area in about 6.8 million dollars if you have any question about the revenue and expenses can we once we get past the halfway point of the fiscal year can we start laying out on this what our projections are for the end of the fiscal year I know you're going to ask me that question yeah if you remember back to the workshop we projected that we were going to have about 8.1 million left at the end of the fiscal year we're still in the same trend and that's what we did and brought that correct number as of today because we still have to claim the loss of Revenue but we are in the trend to be about 8.1 million at the end of the fiscal year perfect great as long as we transfer from the from the reserve we can transfer from our Reserve into the operating or if we still have a balanced budget we don't have to make the transfers so even though if you don't see the positive variance as a forecasting we're still going to have the money in our saving accounts right any other question all right I want to take you through the budget planning timeline.

In January we had the Board Workshop, provide to you the fiscal year 2023 projection so in February we have strategic priorities, continuing with the zero-based budgeting from March to April we're going to have the legislative session which begin March 7th.

In May we will request approval for the proposed budget fiscal year 23-24 and submitting the budget to the State of Florida by the end of June.

23-031. **Under Item VII – A, Old Business**
NONE

23-032. **Under VII-B, New Business**

The board considered items VII – B.1-B.4. Trustee Gibbons moved approval. Trustee Cole seconded the motion. The motion passed unanimously.

C. NEW BUSINESS

1. ADMINISTRATIVE MATTERS
 - a. Human Resources
 - i. Personnel Report (*Action*)
 - b. Annual Membership Assessment in Florida College System Risk Management Consortium (*Action*)
2. ACADEMIC MATTERS
 - a. Credit Curriculum Changes (*Action*)
 - b. Future Accreditor of St. Petersburg College (*Action*)
3. GRANTS/RESTRICTED FUNDS CONTRACTS
 - a. Institute for Museum and Library Services—Museum Assessment Program (*Action*)
 - b. U.S. Department of Commerce – Minority Business Development Agency Capital Readiness Program (*Action*)
4. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000
 - a. Audiovisual System Purchase, Project Number 1707-N-22-5, Workforce Incubator, TS (*Action*)

23-033. 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 2022-2023 College General Operating Budget Report with Tuition Revenue (*Information*)

23-034. Under Item XI, Proposed Changes to BOT Rules Manual – Public Hearing - NONE

23-035. Under Item XII, President’s Report

Dr. Williams shared that respond to one of the public comments that was made at the last board meeting regarding the off-boarding of one of our faculty members and pointing HR out as the culprit she did go back to do my research to find out what the issues were and it was really a systems issue it wasn't solely HR while HR was involved in it, it also included I.T. and academics. She wanted to bring that forward to the college family since several people had a

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chance to hear the concern and let the board know that she followed up on that to really look at what occurred while it was a problem that it was not solely an HR problem it was a system problem that that are addressing. They are doing a lot of automation of operations and HR is in the midst of getting those automation's done but there's other areas where automations are needed. She stated that she appreciates trustee Gibbons comment about doing the audit, they have been working on the operations pieces not just in HR but other areas.

Dr. Williams mentioned that Tallahassee it's been great, she will be leaving immediately after the meeting to go to Tallahassee. The opportunity is that the house and the Senate should be dropping their budget. Her understanding is the house budget has dropped and it did include 100 million for the Florida college system and hoping that the same happens with the Senate. The work begins now the walking the Halls, phone calls, the emails the handwritten letters and the meetings to keep us on the books is on the plan. The health insurance right now is not a part of the big budget but they will continue to push for that to be second priority. They have two big priorities one is insurance and one is 100 million recurring, it's 150 is what they are asking for recurring in the budget. For SPC, continue to push forward on that tomorrow she has the opportunity of presenting at the State Board of Education meeting on advocating for us continuously and then on Thursday the trustees commission will be partnering to meet with legislators and to talk about the Hot Topic issues followed by a reception on Thursday night. She thanked trustee Gibbons and trustee Cole for giving advice legislatively and locally so they will continue to move forward in partnering with legislators to get things moving. She has had a chance to meet now with each local delegate in Pinellas County and they're all in for SPC which is very exciting and are also working with congresswoman Luna at Seminole who's helping with some other funding that they are working on federally.

Trustee Gibbons asked that at the may workshop if they could have a legislative update to look at how the college is complying with this new anti-woke bill. He wants the board to be prepared for proper comments and also to talk through what has been done to be compliant.

23-036. Under Item XIII, Next Meeting Date and Location

The Board confirmed its next meeting date and location as Tuesday, April 18, 2023 9:00 a.m., at the SPC Health Education Center

XII. ADJOURNMENT

Having no further business to come before the Board, Chair Kidwell adjourned the meeting at 9:57 am.

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

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



New CCIT Dean – Dr. Norene Kemp



- Ms. Kemp came to SPC from Wake Tech Community College (WTCC), where she served as the department head of programming and information sciences for three years. She was responsible for three degree programs including Business Analytics, Computer Programming, and Data Science. Her position included significant collaboration responsibilities with local industry leaders which lead to 100% intern to hire statistics with many of those companies. She grew the department from ten to seventeen full time faculty members and twenty adjuncts.
- Prior to her time at the WTCC, she spent 10 years at Horry Georgetown Community College as a programming professor in Conway, South Carolina, as well as 10 years at Johns Hopkins Bloomberg School of Public Health in Baltimore Maryland as a Technical Project Manager for the Department of Information Systems.
- In addition, she has continued her teaching career at WTCC, and taught for Coastal Carolina University and Concordia University.

Academic Calendar 2024

BOT Meeting March 23, 2022

In 2024, our Calendar Strategy Continues...

- Academic Excellence
 - Align major holiday breaks with Pinellas County Schools for students' parent and family commitments (minimize distractions to students during terms which improves student success)
- Employee Engagement and Experience
 - Align major holiday breaks with Pinellas County Schools for employees' parent and family commitments

Spring 2024 Term Recommendations

- Spring Term Classes Begin 1/16/24
 - Continue later start week
 - Keep spring break between first and second eight-week terms
- Implications
 - Spring break alignment with Pinellas County Schools
 - Later spring start will allow more enrollment of “New Years Resolution” students after the holidays
 - Later term end will shift summer start to after high school graduation ceremonies for new enrollments in summer

Fall 2024 Term Recommendations

- **Fall Term Classes Begin 8/12/24**
 - Continue to start and end with traditional days
 - Continue to provide full week Thanksgiving Holidays
- **Implications**
 - Minimizes negative impacts of distractions on students with family member who have two additional days of Thanksgiving holiday (such as arranging childcare, child at home, or for family travel)
 - Break continues to provide a week of classes before before finals
 - Promotes employee engagement by minimizing negative impacts of family obligations during conflicting holiday times

Summary of Annual Holidays and Breaks

- Winter Break (12/18/23-1/1/24)
- Martin Luther King, Jr (1/15/24)
- Spring Break (3/10/24-3/16/24)
- Spring Holiday (3/29/24-3/31/24)
- Memorial Day (5/27/24)
- Juneteenth (6/19/24)
- Independence Day (7/4/24)
- Labor Day (9/2/24)
- Veterans Day (11/11/24)
- Thanksgiving Holiday (11/24/24-11/30/24)
- Winter Break (12/19/24-1/1/25)

Questions ?



March 21, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Proposed Academic Calendar for 2022-2023

Approval is sought for the 2023-2024 Academic Calendar:

The proposed calendar was developed considering State Board Rules and Calendar Committee guidelines.

F.A.C. 6A-10.019, Required Annual Calendar for Schools and Colleges for Schools and Colleges, defines common calendars for colleges and universities, and requires three (3) common entry periods shall be established so that the first day of classes will fall on or within each of the three (3) periods listed below:

August 10 and August 31.
January 2 and January 11.
May 1 and May 16.

St. Petersburg College's start dates for Fall 2024, fall within the established time periods, therefore a request for an exception is not required.

Spring and Summer 2024 start dates begin outside the established time periods and will require a request for an exception to be sent to the Florida Department of Education (FLDOE) by June 30, 2023.

Matthew Liao-Troth, Vice President for Academic Affairs, and Jamelle Conner, Vice President for Student Services, recommends approval.

Attachment.

ST. PETERSBURG COLLEGE
ACADEMIC DATES for CALENDAR YEAR: 2024*

SPRING 2024

TERM II – 2023-24 (0630) JANUARY 16 – MAY 10, 2024

December 11 - Jan 5, 2024
January 2
January 12
January 15
January 16
January 19 - May 5
February 12
March 8
March 10-16
March 18
March 29-31
May 10
May 11 (venue dependent)

Winter Session
12-Month Faculty and Staff Report
30/36 ECH Faculty Report
Martin Luther King, Jr. Holiday – College Closed
Classes Begin – Regular and 8-Week 1 (8W1)
Weekend College Classes Begin
12-Week Classes Begin
8-Week 1 (8W1) Ends – Approved Grades due in PS by 4 p.m.
Spring Break Holiday – College Closed
8-Week 2 (8W2) Begins
Spring Holiday – College Closed
End of term; approved Grades due in PS by 2:00pm
Commencement

SUMMER 2024

TERM III – 2023-24 (0635) MAY 20 – JULY 26, 2024

May 20
May 20
May 25 – July 21
May 27
June 3
June 19
June 17
July 4
July 12
July 26

30/36 ECH Faculty Report Faculty Report
Classes Begin - Regular – 10-Week and 8-Week 1(8W1)
Weekend College Classes begin
Memorial Day Holiday – College Closed
8-Week 2 (8W2) Begins
Juneteenth Holiday – College Closed
6-Week Classes Begin
Independence Day – College Closed
8-Week 1 (8W1) Ends- Approved Grades due in PS by 2 p.m.
End of term; approved Grades due in PS by 2:00pm

FALL 2024

TERM 1 – 2024-25 (0640) AUGUST 12 – DECEMBER 6, 2024

August 8
August 12
August 16-December 1
September 2
September 9
October 4
October 7
November 11
November 24-30
December 6
December 7 (venue dependent)

30/36 ECH Faculty Report Faculty Report
Classes Begin – Regular and 8-Week 1 (8W1)
Weekend College Classes Begin
Labor Day Holiday - College Closed
12 Week Classes Begin
8-Week 1 (8W1) Ends – Approved Grades due in PS by 2 p.m.
8-Week 2 (8W2) Begins
Veterans Day – College Closed
Thanksgiving Holidays – College Closed
End of term; approved Grades due in PS by 2:00pm
Commencement

*In accordance with Board Rule (6Hx23-1.29)

****FLDOE entry dates:**

- 1. August 10 and August 31*
- 2. January 2 and January 11*
- 3. May 1 and May 16*

Approved by BOT:

Appendix A: Administrative Dates

FALL 2023 TERM 1 – 2023 (0625) AUGUST 14 – DECEMBER 8, 2023

April 17	Special Registration Begins
April 19	General Registration
August 11	Welcome Titans Meeting
*October 31	Discovery Day – No Classes
*November 10	Veteran's Day Observed (Friday)
December 4-7	Exam Days
December 9 – Jan. 11, 2024	Winter Break – 30/36 ECH Faculty
*December 18 – Jan. 1, 2024	Winter Break – 12-Month Faculty/A&P and Staff

***REVISED 1/2023**

SPRING 2024

October 23, 2023
October 25, 2023
May 6-9

TERM II – 2024 (0630) JANUARY 16 – MAY 10, 2024

Special Registration
General Registration
Exam Days

SUMMER 2024

March 25
March 27
July 22-25

TERM III – 2024 (0635) MAY 20 – JULY 26, 2024

Special Registration
General Registration
Exam Days

FALL 2024

April 15
April 17
August 9
October 29
December 2-5
December 7-Jan. 9, 2025
December 19 – Jan. 1, 2025

TERM 1 – 2024 (0640) AUGUST 12 – DECEMBER 6, 2024

Special Registration Begins
General Registration
Welcome Titans Meeting
Discovery Day – No Classes
Exam Days
Winter Break – 30/36 ECH Faculty
Winter Break – 12-Month Faculty/A&P and Staff

Note: Administrative dates are subject to revision and do not require BOT approval

Approved by BOT:



Campus Climate Survey Overview

Dr. Devona F. Pierre



Overview

- Understand campus climate across institution
- Explore student and employee experience
- Inform future strategic initiatives
- Viewfinder Campus Climate Survey





Student Overview

ENROLLMENT AND BACKGROUND INFORMATION

Student Background

- **Degree Type**

- A.A. - 31%
- A.S. - 34.8%
- B.S. - 25.8%
- Public Safety/Fire Training - .3%
- Short Term Training - 4.2%
- Other - 3.9%

- **Enrolled in 12 or more credit hours - 45.8%**

- **First Generation - 50.8%**

- **Race**

- 29.7% People of Color

- **Gender**

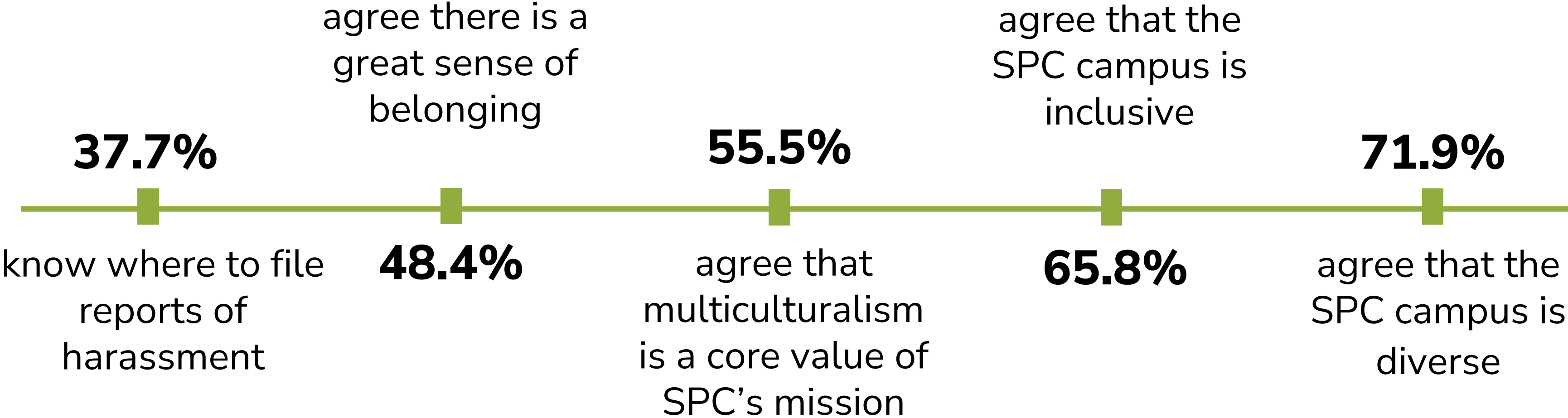
- 69.1% Women
- 23.8% Men

- **Disability – 20%**

- **Military and Veterans – 6.1%**

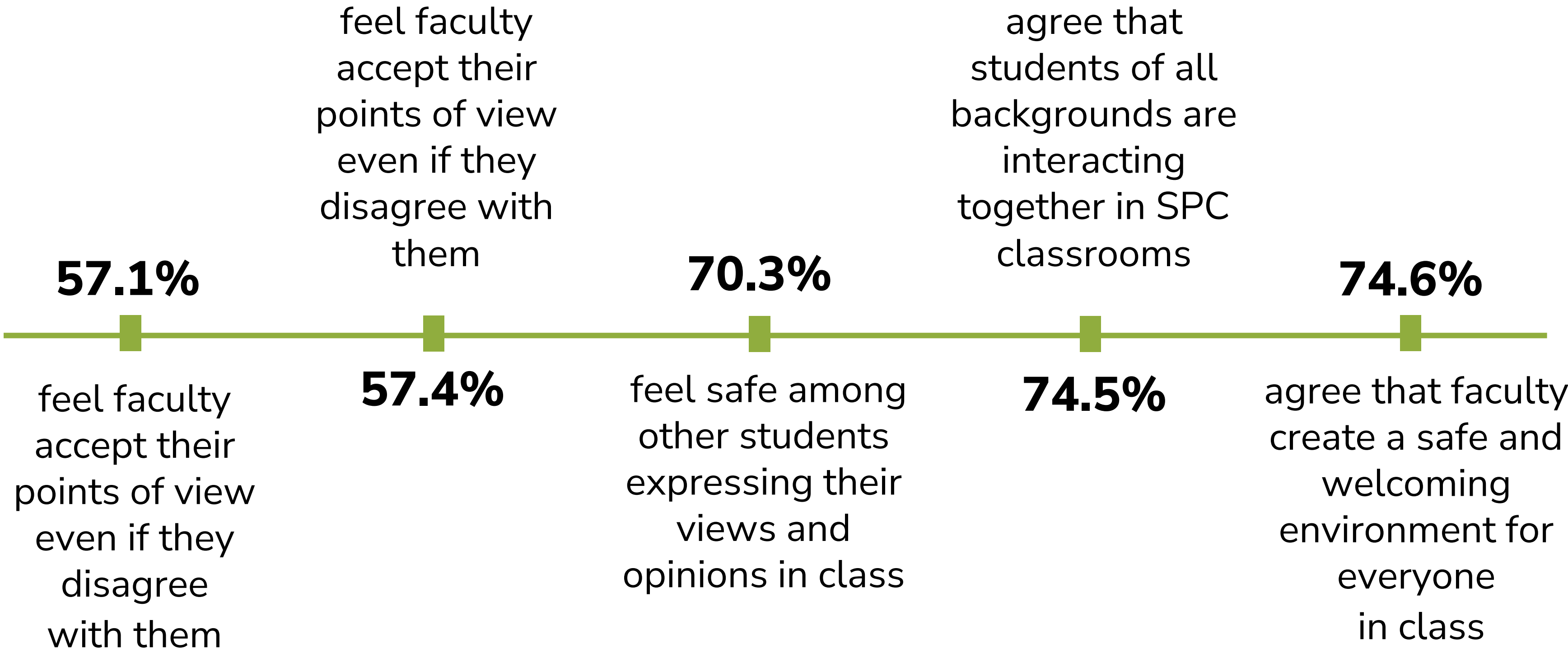
Campus Climate

STUDENT



Learning Experience

STUDENT



“

Students

”

Glad to see that the opinion of the students matter, and that the college is making an effort to ensure the inclusion of all.

Within each program, there should be diversity among faculty.

I don't think that these kinds of surveys are appropriate when there are no instances of microaggression, aggression, or abuse happening.

I love the progressive & inclusive culture of my school. It's inspiring to see. As a non-traditional student with a non-traditional background, they have truly embraced me and invested in my personal & academic growth.



Employee Overview

ENROLLMENT AND BACKGROUND INFORMATION

Employee Background

- **Employee Type**

- Career Services/Staff-39.8%
- Faculty - 26.8%
- Administrator/A&P - 33.1%
- Other/OPS - .4%

- **Disability - 9.7%**

- **Military and Veterans – 5.9%**

- **Gender**

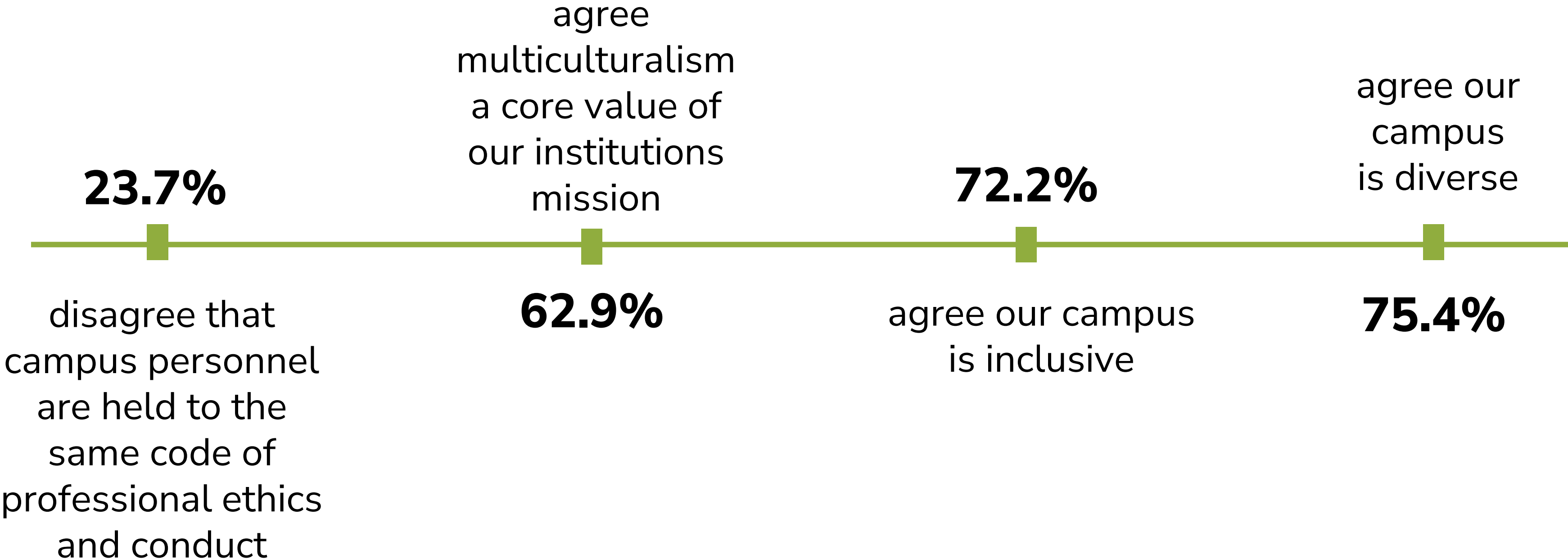
- 59.2% Women
- 39.3% Men

- **Race**

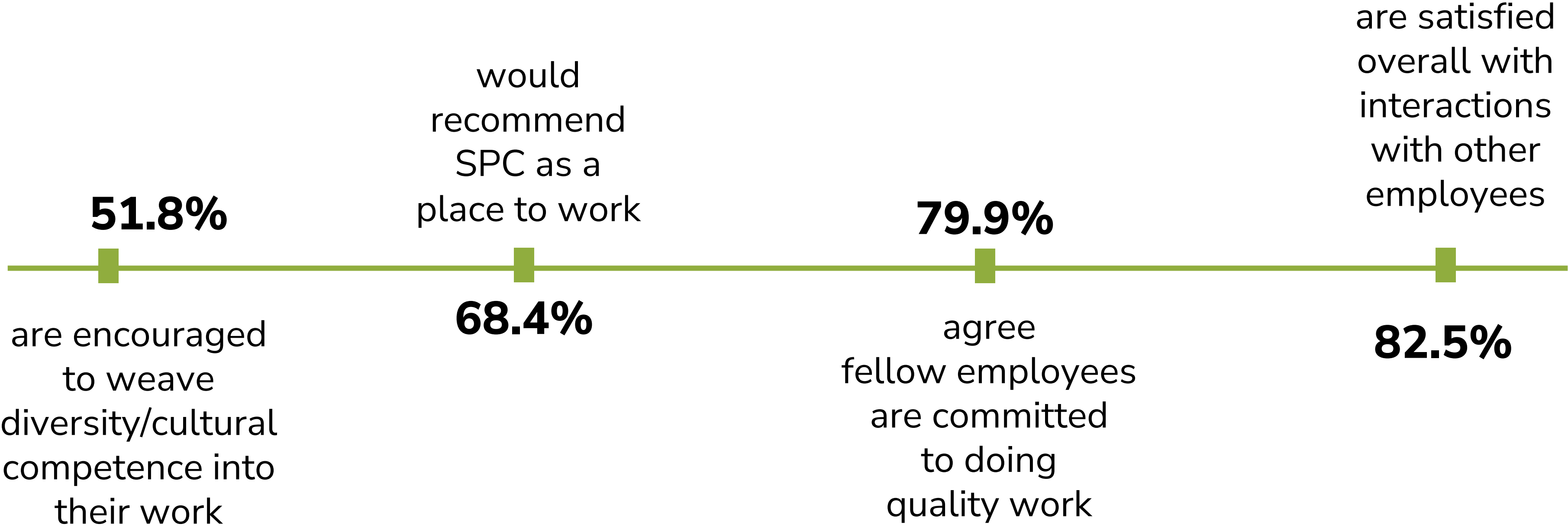
- 28.9% of Color

Campus Climate

EMPLOYEE



Employee Culture



“

Employees

”

Our cultural climate can not be improved unless we explore cultural humility, and are able to self-reflect.

I do not feel comfortable expressing my gender identity or preferred pronouns (they/them) out of concern of retaliation. Supporting the LGBTQ+ community has, for many years, felt like an option rather than a necessity.

Create a system of accountability that ensures employees can feel safe in reporting issues and know that something will be done to protect them if there is a hostile work environment.



Next Steps



Next Steps

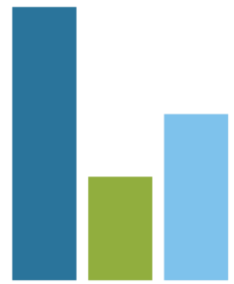
- Increase survey engagement
- Additional data collection:
 - Focus groups (target campus populations)
 - Use open ended responses and data trends for future collection
- Expand the 'You Belong' campaign





St. Petersburg College
SPC
DOUGLAS L. JAMERSON, JR.
MIDTOWN CENTER

Thank you!



St. Petersburg College Board of Trustees Operating Report

Dr. Hector Lora - AVP, Budgeting

March 21, 2023

Functional Allocations

2022-2023



\$164.1M

Budget

\$99.96M

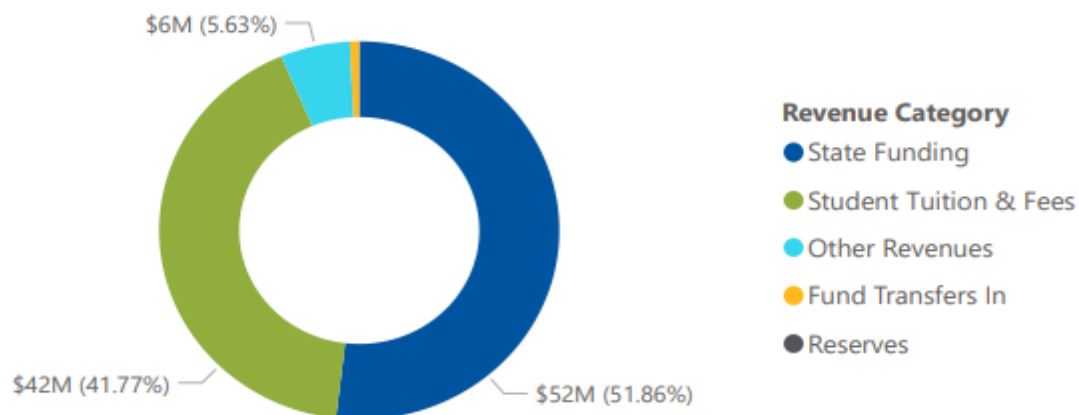
Revenues

Fiscal Year

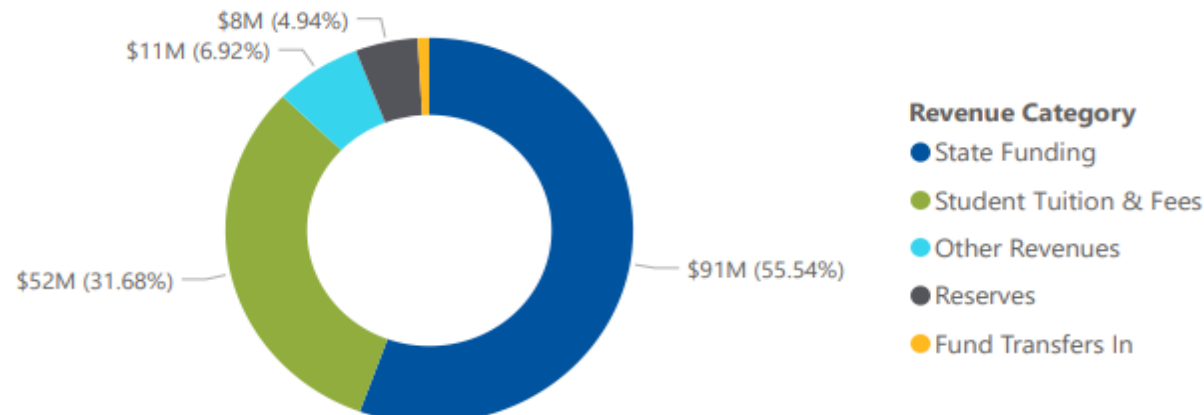
2022-2023

Revenue Category	Budget	Actuals	YTD
State Funding	\$91,118,156	\$51,840,841	56.89%
Student Tuition & Fees	\$51,981,580	\$41,748,116	80.31%
Other Revenues	\$11,359,768	\$5,626,795	49.53%
Reserves	\$8,101,252	\$0	0.00%
Fund Transfers In	\$1,500,000	\$742,280	49.49%
Total	\$164,060,756	\$99,958,032	60.93%

Actuals by Revenue Category



Original Budget by Revenue Category



Functional Allocations

2022-2023

SPC St. Petersburg College



\$164.1M

Budget

\$93.11M

Expenses

Fiscal Year

2022-2023

Actuals by Department Function Category

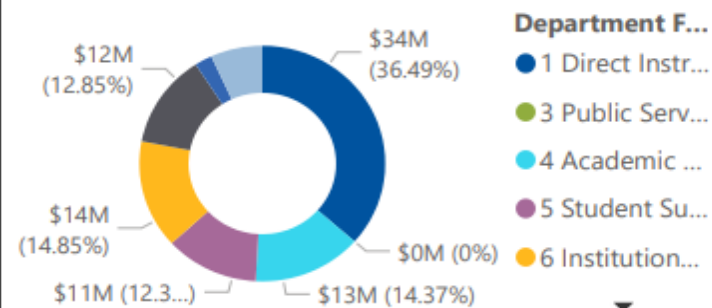


● 1. Instructional Functions ● 2. Administrative Functions

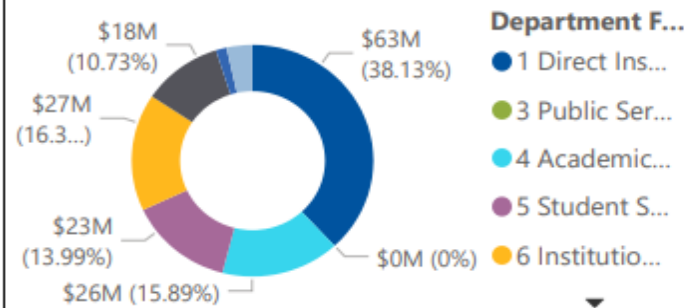
Budget vs . Actuals by Department Function

Department Function	Budget	Actuals	Used
1 Direct Instruction	\$62,561,377	\$33,979,114	54.31%
3 Public Service	\$995	\$919	92.36%
4 Academic Support	\$26,070,926	\$13,379,403	51.32%
5 Student Support	\$22,952,552	\$11,473,662	49.99%
6 Institutional Support	\$26,825,116	\$13,823,807	51.53%
7 Physical Plant Operation and Maintenance	\$17,607,303	\$11,963,940	67.95%
8 Student Financial Assistance	\$2,372,798	\$2,144,601	90.38%
9 Contingency, Transfers, etc.	\$5,669,689	\$6,341,415	111.85%
Total	\$164,060,756	\$93,106,860	56.75%

Actuals by Department Function

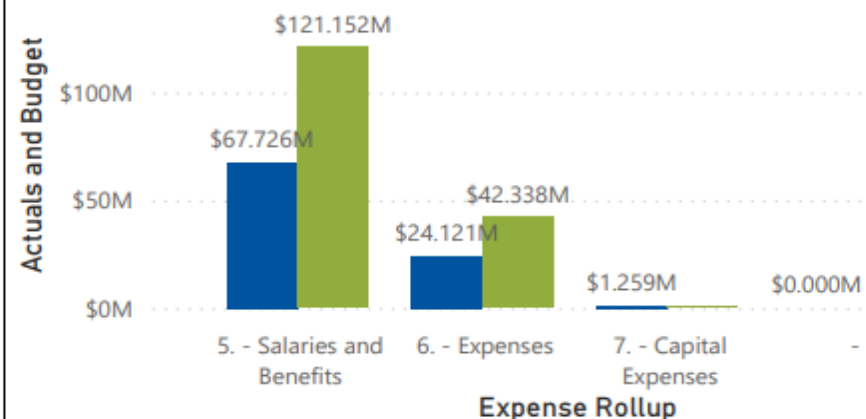


Expense Budget by Department Function



Actuals and Budget by Expense Rollup

● Actuals ● Budget



Functional Allocations

2022-2023

SPC St. Petersburg College



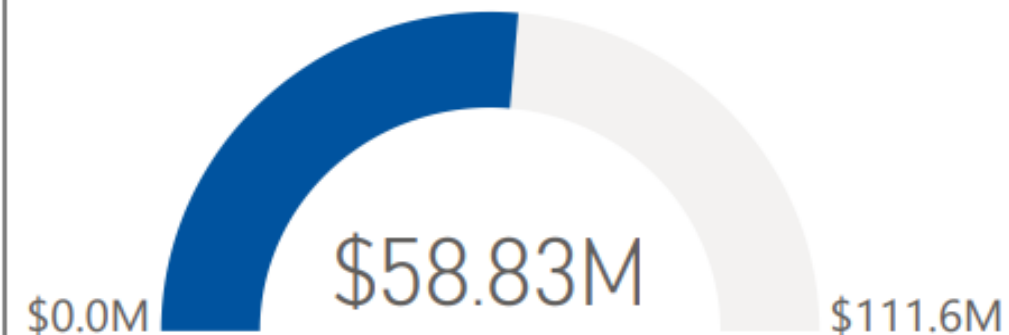
Budget vs . Actuals by Department Function

Department Function	Budget	Actuals	Used
1 Direct Instruction	\$62,561,377	\$33,979,114	54.31%
3 Public Service	\$995	\$919	92.36%
4 Academic Support	\$26,070,926	\$13,379,403	51.32%
5 Student Support	\$22,952,552	\$11,473,662	49.99%
Total	\$111,585,850	\$58,833,097	52.72%

Fiscal Year

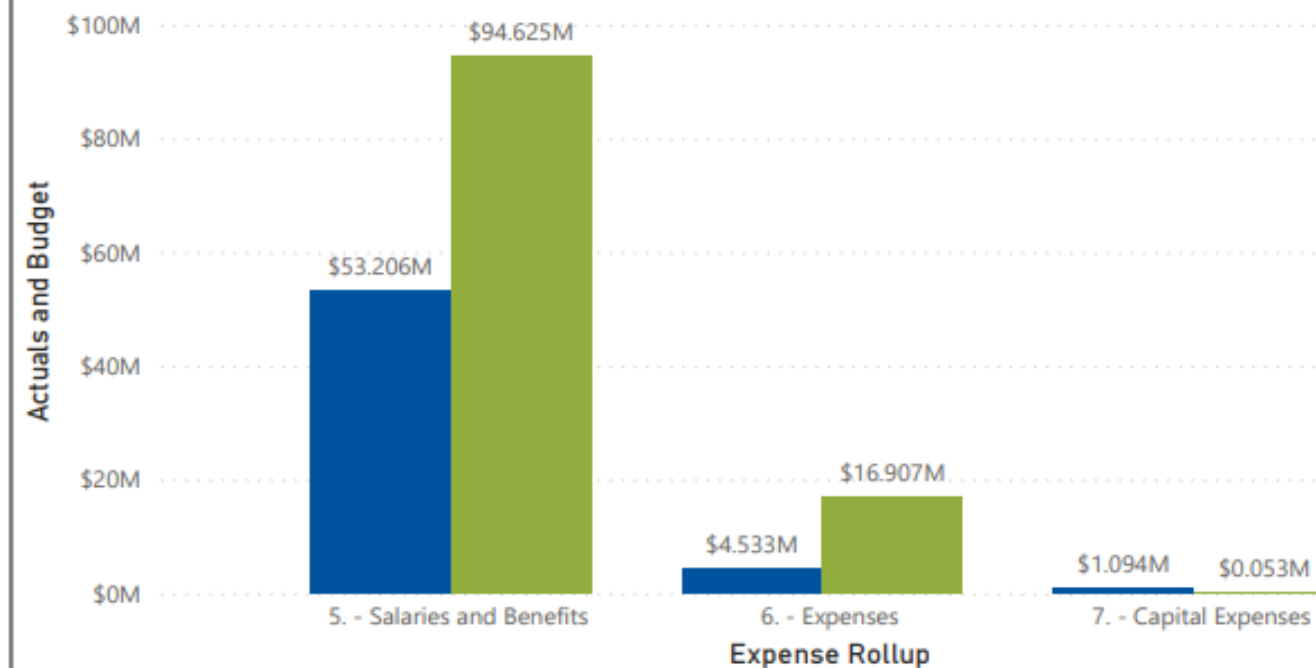
2022-2023

Actuals and Budget

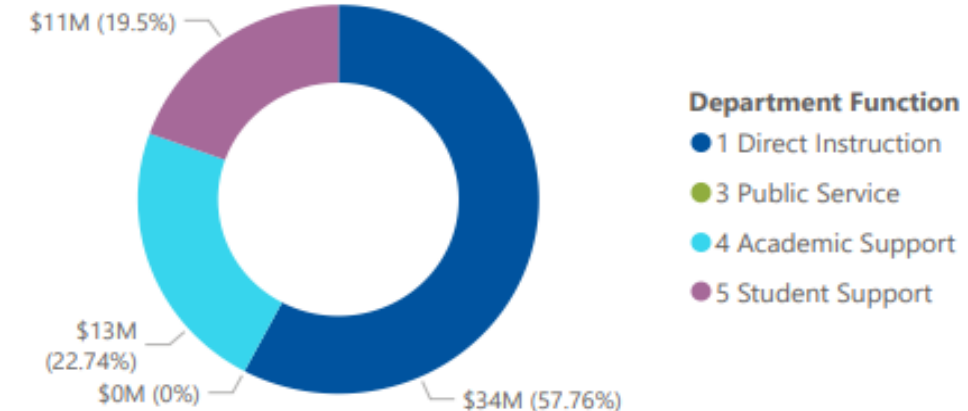


Actuals and Budget by Expense Rollup

● Actuals ● Budget



Actuals by Department Function



Functional Allocations

2022-2023

SPC St. Petersburg College



Budget vs . Actuals by Department Function

Department Function	Budget	Actuals	Used
6 Institutional Support	\$26,825,116	\$13,823,807	51.53%
7 Physical Plant Operation and Maintenance	\$17,607,303	\$11,963,940	67.95%
8 Student Financial Assistance	\$2,372,798	\$2,144,601	90.38%
9 Contingency, Transfers, etc.	\$5,669,689	\$6,341,415	111.85%
Total	\$52,474,906	\$34,273,763	65.31%

Fiscal Year

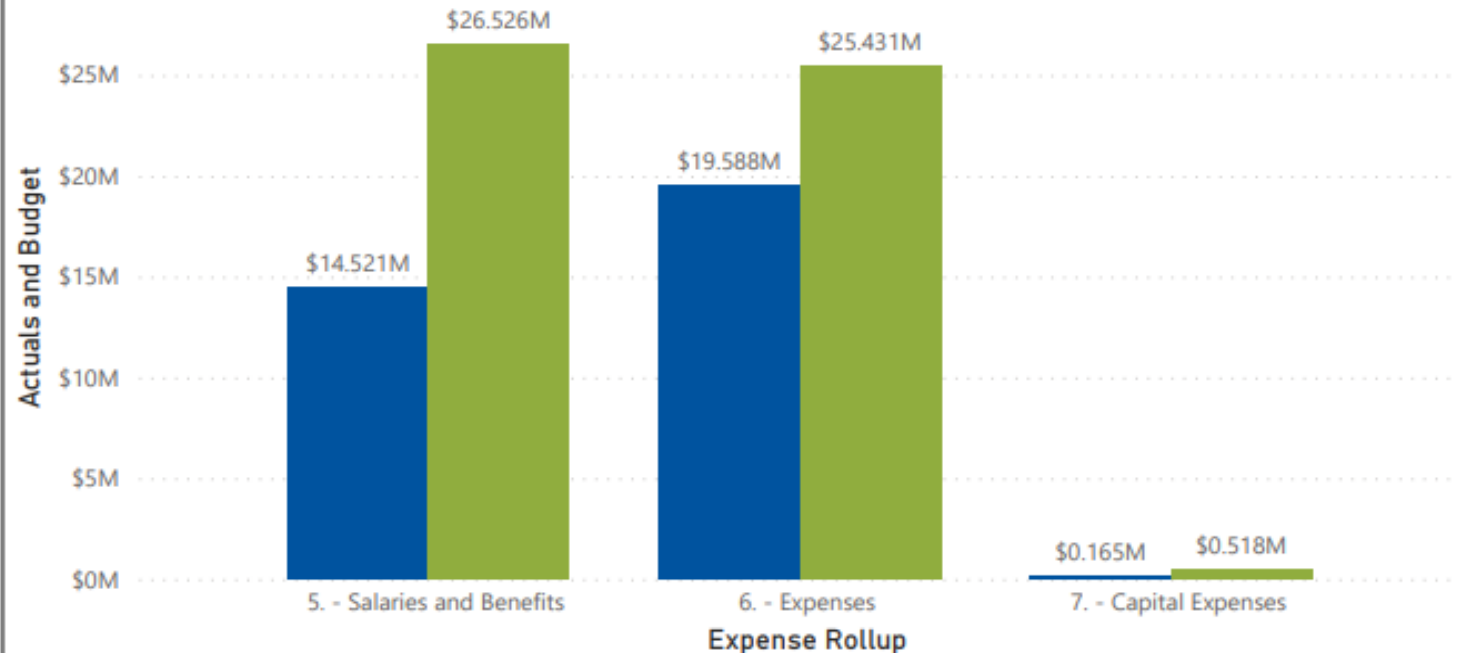
2022-2023

Actuals and Budget

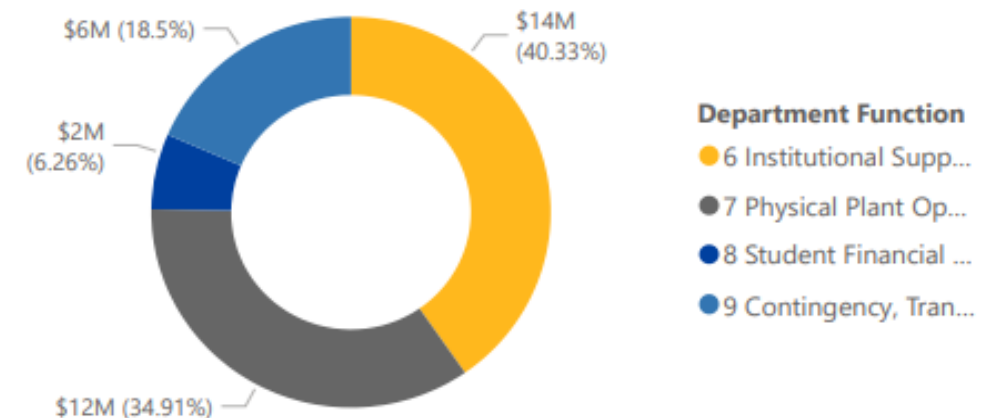


Actuals and Budget by Expense Rollup

● Actuals ● Budget

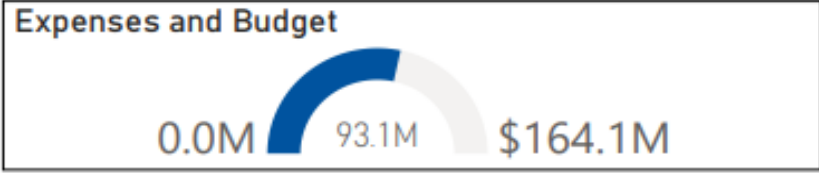
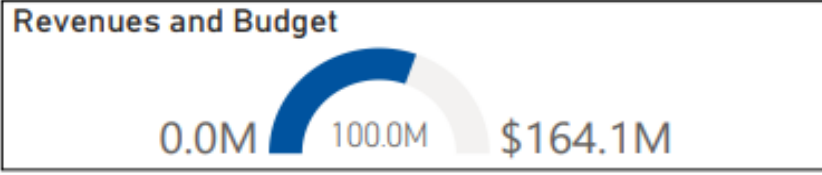
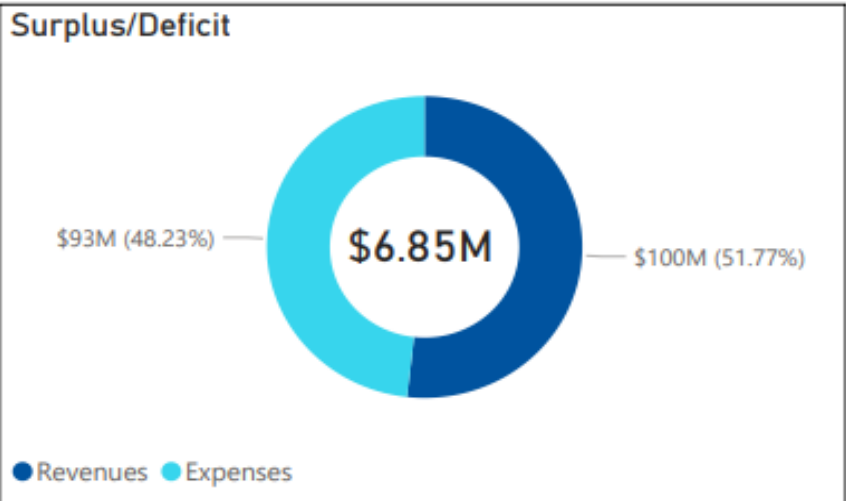
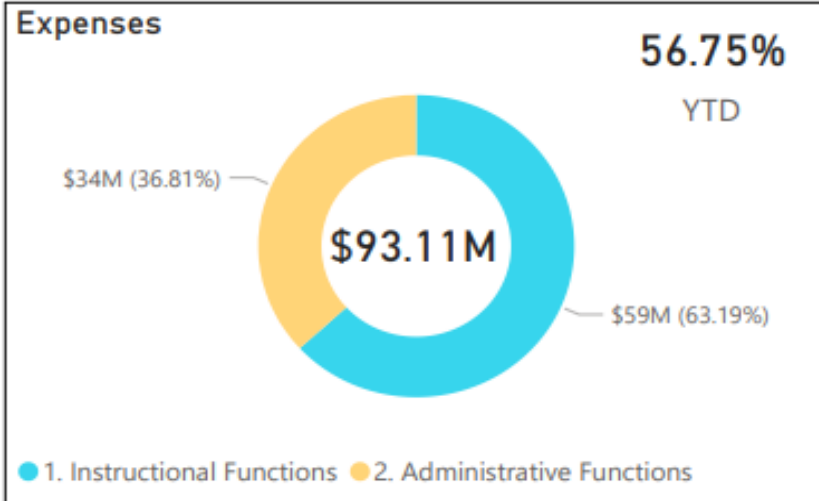
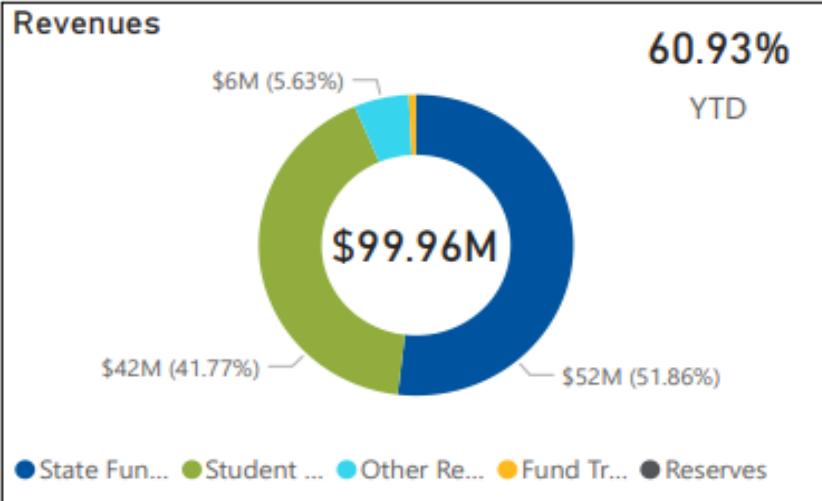


Actuals by Department Function

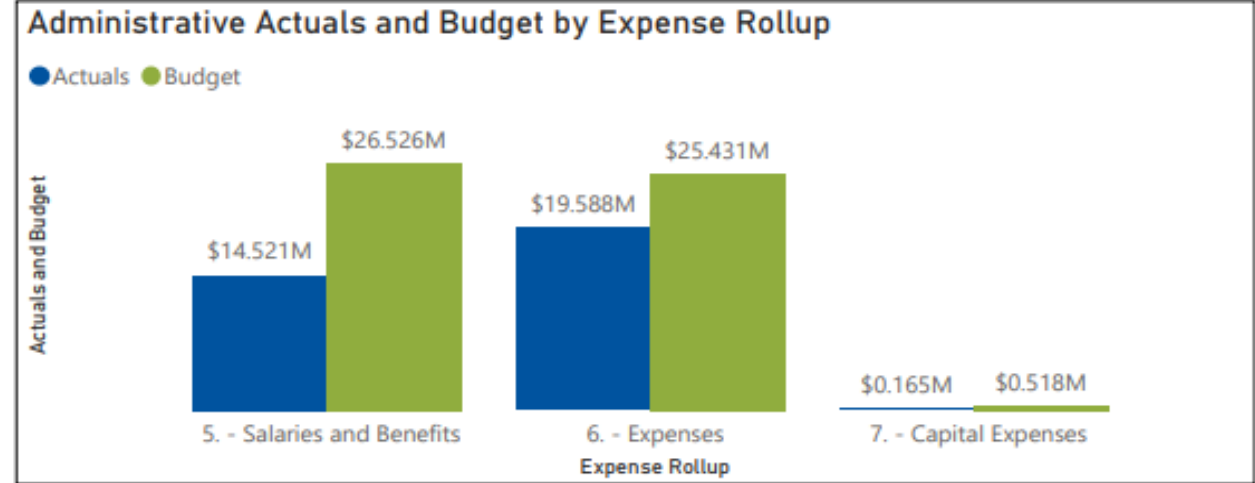
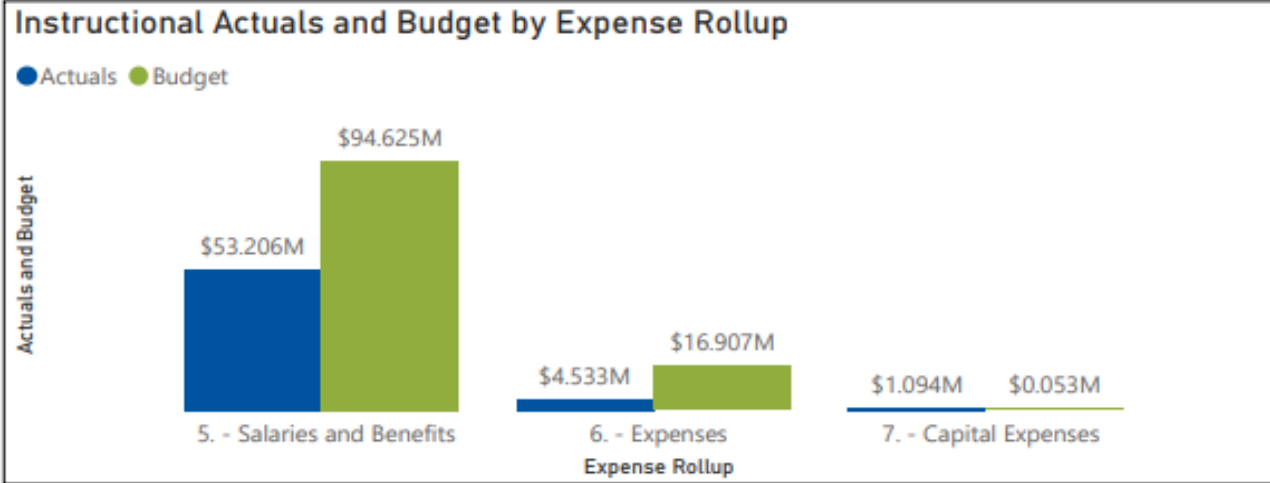




Functional Allocations



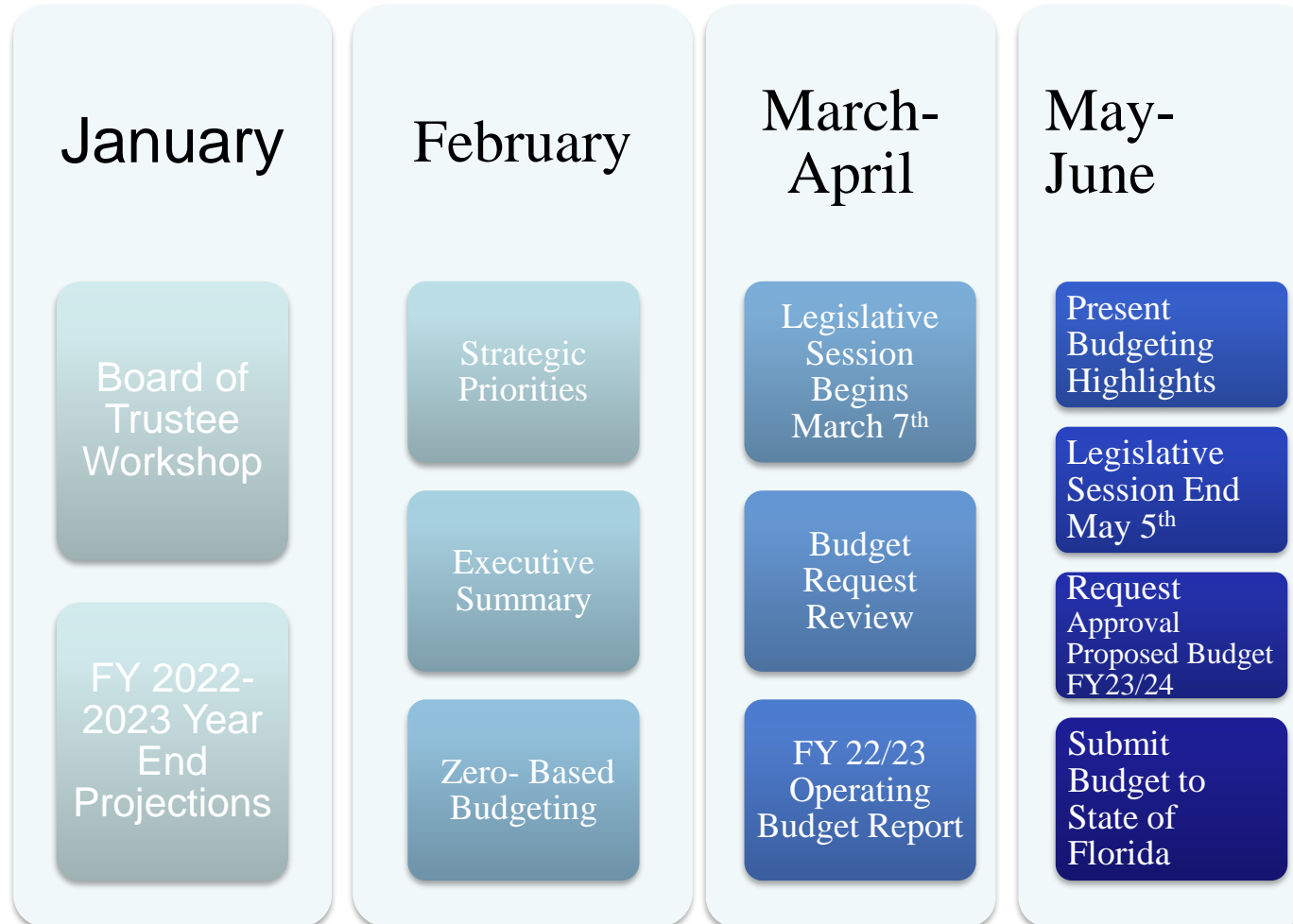
Fiscal Year

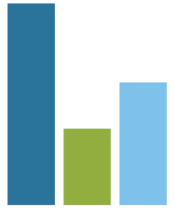


Source: BI Peoplesoft Financials as of February 28.



FY 23/24 Budget Planning Timeline





FY 23/24 Budget Highlights


- **State Funding**
 - **New Funding Model**
- **Tuition & Fees**
- **Property Insurance Increases**
- **Health Insurance Increases**
- **Florida Retirement System**
 - **Florida Retirement System**

Questions?

March 21, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Faculty Annual Contract Recommendations (2023-2024)

Approval is sought for the following recommended personnel transactions concerning faculty appointments, which shall be enforced via contracts for employment.

Recommend appointment to a contract, contingent upon the successful completion of satisfactory service in the current contract year.

Name	Title	Effective Date
Abercrombie, Eric Neal	Faculty	8/1/2023 - 7/31/2024
Alexander, Cory	Faculty	8/1/2023 - 7/31/2024
Applegate, Rita	Faculty	8/1/2023 - 7/31/2024
Austin, Heather M	Faculty	8/1/2023 - 7/31/2024
Barnett, Eartha	Faculty	8/1/2023 - 7/31/2024
Bednarski, Julia Ann	Faculty	8/1/2023 - 7/31/2024
Black, Louise	Faculty	8/1/2023 - 7/31/2024
Branham, Megan Harrison	Faculty	8/1/2023 - 7/31/2024
Bushman, Gregory Alan	Faculty	8/1/2023 - 7/31/2024
Cardenas, Andres Manuel	Faculty	8/1/2023 - 7/31/2024
Crumbs, LaPorsha Chanell Mequill Catherin	Faculty	8/1/2023 - 7/31/2024
Davies, Joi B	Faculty	8/1/2023 - 7/31/2024
Davy-Marquardt, Jennifer R	Faculty	8/1/2023 - 7/31/2024
De La Piedra, Gregory Paul	Faculty	8/1/2023 - 7/31/2024
Eberhardt, Pauline A	Faculty	8/1/2023 - 7/31/2024
Ernst, Lynn A	Faculty	8/1/2023 - 7/31/2024
Fanfan, Vanessa	Faculty	8/1/2023 - 7/31/2024
Frazer, Jacqueline	Faculty	8/1/2023 - 7/31/2024
George, Shereena	Faculty	8/1/2023 - 7/31/2024
Goodacre, Vera	Faculty	8/1/2023 - 7/31/2024
Gunter-Moyers, Kimberly D	Faculty	8/1/2023 - 7/31/2024
Hart, Jennifer Lynn	Faculty	8/1/2023 - 7/31/2024
Hofrichter, Jamie E	Faculty	8/1/2023 - 7/31/2024
Jasper, Brenda R	Faculty	8/1/2023 - 7/31/2024
Kicklighter, Janice L	Faculty	8/1/2023 - 7/31/2024
King, Sonia A.	Faculty	8/1/2023 - 7/31/2024
Largent, Lindsay Nicole	Faculty	8/1/2023 - 7/31/2024
Lassiter, Vonet L	Faculty	8/1/2023 - 7/31/2024
Lin, Katherine	Faculty	8/1/2023 - 7/31/2024
Lindmeier, Connie Lynn	Faculty	8/1/2023 - 7/31/2024
McPherson, Dana L.	Faculty	8/1/2023 - 7/31/2024
Michels, Lisa	Faculty	8/1/2023 - 7/31/2024
Negron, Arlenne	Faculty	8/1/2023 - 7/31/2024
Ofoulhast-Othamot, Gylidas Allan	Faculty	8/1/2023 - 7/31/2024
Olson, Leah Helene	Faculty	8/1/2023 - 7/31/2024
Overdorf, Rebecca L	Faculty	8/1/2023 - 7/31/2024
Palomino, Stephanie Joyce Williams	Faculty	8/1/2023 - 7/31/2024
Poling, Loretta	Faculty	8/1/2023 - 7/31/2024
Poteet, Stephen Wesley	Faculty	8/1/2023 - 7/31/2024


Name	Title	Effective Date
Quaglia,Chelsea Leigh	Faculty	8/1/2023 - 7/31/2024
Riggs,Carolyn N	Faculty	8/1/2023 - 7/31/2024
Rodriguez,Rosa E	Faculty	8/1/2023 - 7/31/2024
Rojas,Andres	Faculty	8/1/2023 - 7/31/2024
Ruiz,Alexis Jeannette	Faculty	8/1/2023 - 7/31/2024
Sadasivam,Krishna	Faculty	8/1/2023 - 7/31/2024
Smith,Franklin	Faculty	8/1/2023 - 7/31/2024
Snell,Katy Lavonne	Faculty	8/1/2023 - 7/31/2024
Storm,Martin	Faculty	8/1/2023 - 7/31/2024
Vorbroke,r,Diane Kohmescher	Faculty	8/1/2023 - 7/31/2024
Wathen,Clinton Mitchel	Faculty	8/1/2023 - 7/31/2024
Watkins,Stephanie	Faculty	8/1/2023 - 7/31/2024
Weber,Susan	Faculty	8/1/2023 - 7/31/2024
Westmoreland, John Peter	Faculty	8/1/2023 - 7/31/2024
Whaley,Kristine Michelle	Faculty	8/1/2023 - 7/31/2024
Widmer,Kathleen Marjorie	Faculty	8/1/2023 - 7/31/2024
Yates,Claire	Faculty	8/1/2023 - 7/31/2024

Tonjua Williams, President and Matthew Liao-Troth, Vice President for Academic Affairs, recommend approval.

March 21, 2023

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:

HIRE Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Bolich, Donna	Human Resources Training	Assoc. Dir TA & Onboarding	3/6/2023
Davison Jr, Francis M	Administrative Information Sys	Systems Analyst	3/6/2023
Edgeworth, Christina M	Human Resources	HRIS Operations Manager	3/6/2023
Kemp, Norene	Academic Affairs	Dean, College of Computer & IT	2/20/2023

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Tietz, Travis D	Information Technology Systems	IT Security Engineer	2/20/2023

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Buckson, Bruce E	Campus Security SPG	Security Officer	2/20/2023
Carreno, Jairo A	Custodial Services TS	Custodian	2/20/2023
Sengdao, Sabrina R	Student Services	Student Support Advisor	2/20/2023
Clements, Sarah	Administrative Information Sys	Administrative Svcs Specialist	2/20/2023
Hilario, Blanca	Custodial Services TS	Custodian	2/20/2023
Maldonado-Perez, Mia	Custodial Services SE	Custodian	2/20/2023
Al-Hakeem, Rana	Provost Office TS	Student Support Specialist	2/20/2023
Cripe, Felicia L	College Reach Out Program DO	Sr Administrative Svcs Assist	2/20/2023
Joseph, Andrew J	Business Services	Accounting Support Specialist	3/6/2023
Spence-McMillon, Sierra A	Financial Assistance Services	Student Support Advisor	2/20/2023

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Cintron, Moises A	Custodial Services AC	Lead Custodian	2/20/2023

RENEWAL CONTRACT Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date

FACULTY			
Name	Title	Department/Location	Effective Date
George, Shereena	College of Health Sciences	Faculty	2/20/2023

SUPPLEMENTAL Temporary			
Name	Title	Department/Location	Effective Date
Branham, Megan H	Veterinary Technology	Faculty - supplemental	2/20/2023
Leo, Stephen M	Communications CL	Adjunct Faculty	2/20/2023
Hall, Jason	Social & Behavioral Science SE	Contributed Service	3/6/2023
Musco, Marlene	Accessibility Services	OPS Teaching Asst/Interpreter	3/6/2023


HIRE Temporary			
Name	Title	Department/Location	Effective Date
Bernier, Jennie	Learning Resources	OPS Career Level 5	3/6/2023
Goodmanson, Austin G	Admissions & Central Records	OPS Career Level 5	2/20/2023
NLN, True	Academic Affairs	OPS Career Level 4	3/6/2023
Adam, Tanya D	Marketing&StrategicCommunicatn	OPS Career Level 5	2/20/2023
Alt, Jennifer B	Admissions & Central Records	OPS Career Level 5	2/20/2023
Luljguraj, Leonardo J	Workforce/Professnl Developmnt	OPS Career Level 5	2/20/2023
Pham, Ariana	Admissions & Central Records	OPS Career Level 5	2/20/2023
Baugh, Michael	Athletics	OPS Coach	2/20/2023
Mohammed, Sheriffa N	Workforce/Professnl Developmnt	OPS Career Level 8	3/6/2023

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

March 21, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Annual Membership Assessment in Florida College System Risk Management Consortium

Authorization is requested to pay the St. Petersburg College (SPC) 2023-2024 *membership assessment* in the Florida College System Risk Management Consortium (FCSRMC) for the policy period of March 1, 2023, through February 28, 2024, in the amount of \$2,957,774. Because of the uncertainty of future claims, additional assessments have been added for the last couple of years. A breakdown is attached to this memo.


Following are the FCSRMC calculations for the policy period of March 1, 2023, through February 28th, 2024:

Other Coverages and Cost	\$504,481
Worker's Compensation Assessment	\$331,177
(Experience) Property Value Assessment	\$1,530,209
75% Confidence Level Catastrophic Losses	\$283,200
75% Confidence Level All Other Losses	\$50,987
25% COP Approved Assessment Yr. 4	\$257,720
Annual Assessment	\$2,957,774

Janette Hunt, Vice President, Finance & Business Operations; Dan Barto, Director of Security, Risk Management & Safety Services; and Kara Schrader-Smith, Risk Management Coordinator, recommend approval.

March 21, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: Credit Curriculum

The following is a summary of credit curriculum changes for which approval is sought for Summer and Fall 2023 (Terms 0620 and 0625). Changes are for Fall 2023 unless otherwise stated.

New Program Highlights:

Social & Behavioral Sciences:

- **Human Services (HUMSVC-BS):** 120 credit program that will prepare students to pursue entry-level careers or go on to graduate work in disciplines such as human services, counseling, psychology, addiction studies, health sciences, applied behavior analysis, rehabilitative & mental health counseling, and social work.
 - *Job Opportunities: Social and Community Service Manager, Substance Abuse and Behavioral Disorder Counselor, Mental Health Counselor, Rehabilitation Counselor, Community Health Worker*
- **Applied Mental Health (AMH-ATC):** 18 credit program designed to provide retired officers, current officers, other first responders, and students the curricular experience to pursue critical need careers in mental health counseling, psychology, and allied human services.
 - *Job Opportunities: Mental Health Technician, Substance Abuse Counselor, Social and Human Service Assistant, Community Outreach Counselors*

Natural Sciences:

- **Biotechnology Laboratory Specialist (BIOT-CT):** 32 credit program developed to provide a pathway for students who want to enter the Biotechnology workforce without having to complete the A.S. degree or in advance of completing the A.S. degree. Students that complete this CCC would be strong candidates for the Biotechnology Assistant Credential Exam (BACE).
 - *Job Opportunities: Laboratory Assistant, Biotechnician*

College of Business:

- **Business Analyst (ANLST-ATC):** 24 credit certificate that will prepare students for a career in business analytics. Students will learn analytical techniques in statistics, business modeling, and data visualization that will help decision-makers make intelligent data-driven decisions.
 - *Job Opportunities: Business Analyst*

New Transfer Plans: The following transfer plans provide students with a clearly defined path and seamless transition to a Baccalaureate program.

- New College of Florida – Biology
- New College of Florida – Marine Biology
- Sustainability Management (SUSMGT-TR)

Credit Curriculum Updates for Summer and Fall 2023 (0620 and 0625)
Summary of Curriculum Activity in Programs and Courses

NEW/DELETED/MODIFIED PROGRAMS:

<i>Career & Academic Community</i>	<i>New</i>	<i>Modified</i>	<i>Transfer</i>	<i>Deleted</i>	<i>Total</i>
Arts, Humanities, and Design		1			1
Business	1	4	1		6
Communications					0
Education		1			1
Engineering, Manufacturing, and Building Arts				1	1
Health Sciences and Veterinary Technology		2			2
Public Safety, Public Policy, and Legal Studies		3		3	6
Science and Mathematics	1		2		3
Social/Behavioral Sciences and Human Services	2				2
Technology		1			1
Total	4	12	3	4	23

NEW/DELETED/MODIFIED COURSES:

<i>Career & Academic Community</i>	<i>New</i>	<i>Modified</i>	<i>Revitalized</i>	<i>Deleted</i>	<i>Total</i>
Arts, Humanities, and Design		4			4
Business	3	4			7
Communications					0
Education	6	2			8
Engineering, Manufacturing, and Building Arts		1			1
Health Sciences and Veterinary Technology	3	4		4	11
Public Safety, Public Policy, and Legal Studies	3	3			6
Science and Mathematics		3		1	4
Social/Behavioral Sciences and Human Services	3	1			4
Technology					0
Total	18	22	0	5	45

Program & Course Updates Effective Summer and Fall 2023 (0620 and 0625)

Note: Closed programs follow a three-year teach-out period and deleted courses follow a five-year teach-out period, unless otherwise indicated.

ARTS, HUMANITIES, AND DESIGN

Program Updates:

Program Code	Program Name	Degree Type	Justification
MIRAS-AS	Music Industry/Recording Arts	Associate in Science	Modification of current plan to provide more efficient pathway to graduation and meet the desired skillsets of industry & employers. Replacing 3 credit Capstone course requirement with a MIRA elective option. This will provide for 12 credits of Music or Music Technology electives rather than 9 credits. We will also expand elective options to include a video course, a stagecraft course, and a computer networking protocol course (already established courses taught by other departments). Also removing MUM 1001 from the Major Core and adding in a Computer Competency Support Course requirement instead to reduce the number of alt sat requests.

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
MUM	1629	Audio Mixing Techniques I	Updating Credits, ECH, SCL, course typically offered, and deleting co-requisite lab. These updates bring the course closer in line with similar courses taught at Florida Colleges with similar programs.
PGY	2470C	Themes for Photographers	Since Themes for Photographers is a Capstone course for the Photography Certificate Program, a portfolio component was necessary and added to this course, which collectively represents the program's curriculum outcomes and prepares students to enter the workforce environment.
MUM	2677	Performing Arts and Event Management	Changing the name to remove the term Capstone, as it will no longer function as a Capstone course. Updating the pre-requisites to reflect the correct skillset needed to succeed in this course.
MUM	2603	Advanced Music Production	Updating title by removing Capstone, as this course will no longer function as a capstone experience.

BUSINESS

Program Updates:

Program Code	Program Name	Degree Type	Justification
MGTORG-BAS	Management and Organizational Leadership	Bachelor of Applied Science	<p>New Subplan added - DIGMGT - Digital Marketing Management; Includes 2 new courses - MAN 4054 and MAR 4721.</p> <p>When a search was conducted via the Florida Department of Education for courses in digital marketing strategies, only graduate level courses were available. With the proliferation of digital marketing affecting real world business decisions, a subplan in this discipline is needed.</p>
BUS-AS	Business Administration	Associate in Science	<p>A new subplan is being added, Interdisciplinary Studies (IDSB). It is comprised of 15 business subject prefixes and all lower division courses within those prefixes may be used to complete the 24 credit IDSB subplan.</p> <p>The Interdisciplinary Business subplan will support and become an integral component of the institutional goal of increasing the College of Business completion rates. The new subplan will allow stop-outs to return to the college with the opportunity to complete their degree on a faster pathway that complies with SPC's strategic pillar for economic mobility.</p> <p>Updating Subplan (ENT, MGMT, MKT, SUP) pathways to be more in line with other subplans and possible change in math pathways. Removing MGF 1106 and replacing with STA 2023.</p>
SUSMGT-BAS	Sustainability Management	Bachelor of Applied Science	Based on feedback from non-returning students, we are re-inserting an introductory course, moving MAN 3786 later in the program's course sequence, and revising its course title to better reflect the content of the course.
ACTAP-CT	Accounting Technology Operations	Certificate with Financial Aid Eligibility	GEB 2860 was added to the BUS-AS as an option for students to complete instead of GEB 2940. GEB 2860 is also being added to the certificate in order to keep it embedded in the AS degree.

New Courses:

Course Prefix	Course Number	Course Title	Rationale
GEB	2860	Business Administration	New Course Being Offered as an Alternative to Required Internship. Evaluation of the Learning Objectives for

		Capstone	completing our AS or AA Business Degrees in the past has been an internship. The Capstone will be offered to those who may not have the means, time, or resources to complete an internship.
MAN	4054	Managing for Innovation	There are many institutional courses on innovation processes. However, there are only four management (MAN) courses listed in SCNS that have a concentration on managing the knowledge, processes, and techniques used to create and encourage creativity and innovation in an organizational culture. This course focuses on leadership and management techniques that create environments where innovation and creativity thrive. This includes innovative team dynamics, innovation collaboration, and organizational structure as innovation by design. The outcome is for students to be prepared to create an organizational culture of innovation.
MAR	4721	Digital Marketing Strategy	Using critical thinking and strategic decision making to combine online technologies such as e-marketing, social media, mobile, search engine optimization (SEO), and metrics to enhance brand value and drive marketing exchanges are critical skills for employment in the digital media marketing disciplines. This course is designed to impart knowledge, techniques and strategies that guide digital marketing campaigns and their integration into an overall marketing plan.

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
FIN	4414	Advanced Financial Management	Course title and description updates will better align the class as an extension of the core Financial Management (FIN3403) course. The MLOs will also be updated to better align course objectives using Blooms Taxonomy modeling.
MAR	2101	Social Media Marketing	There are few areas of change that have more velocity and significant impact than technology. Technologies that are used for social media marketing are one of the key areas affecting business outcomes and the skills that marketing students need to meet hiring requirements. Therefore, a review and update of MLOs for this course is necessary to keep up with changes in social media technology and techniques. This update will also provide more current job skills to match the business community's needs.
MAN	4061	Corporate Social Responsibility	This course was part of the major core component when the program started. Later on it was moved to the elective options. New student demographics as well as interest for social and environmental causes have sparked an interest in our students to pursue careers in the corporate social responsibility space. This course will include an update on

its MLOs to reflect this new market demand and demographics change.

MAN	3786	Sustainability in the Built Environment	Based on feedback from non-returning students, we are re-inserting an introductory course, moving MAN 3786 later in the Sustainability Management program's course sequence, and revising its course title to better reflect the content of the course.
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EDUCATION

Program Updates:

Program Code	Program Name	Degree Type	Justification
EDST-BS	Educational Studies and Community Leadership	Bachelor of Science	COE is adding a new (4 th) subplan option - Training and Development. This proposed subplan is consistent with the college's mission as program graduates will be prepared to be successful and achieve economic mobility by creating, administering, and delivering training programs for local business and community organizations.

New Courses:

Course Prefix	Course Number	Course Title	Rationale
EDG	3661	Adult Learning Theory & Curriculum Development	This course was previously approved through C&I and SCNS but was never implemented or offered. Course is now going to be offered through a new subplan, Training and Development. Title is being updated to align to subplan.
EME	4610	Emerging Trends in eLearning	New course development for new Training and Development track within our existing Educational Studies and Community Leadership Degree Program. This proposed track is concentrated on workforce education and consistent with the college's mission to prepare students to be successful and achieve economic mobility.
EME	4673	Foundations of Instructional Design	New course development for new Training and Development track within our existing Educational Studies and Community Leadership Degree Program. This proposed track is concentrated on workforce education and consistent with the college's mission to prepare students to be successful and achieve economic mobility.
EME	4232	Intermediate	New course development for new Training and Development

Applications of Technology for Educators track within our existing Educational Studies and Community Leadership Degree Program. This proposed track is concentrated on workforce education and consistent with the college's mission to prepare students to be successful and achieve economic mobility.

EME	4048	Designing for Learning Platforms	New course development for new Training and Development track within our existing Educational Studies and Community Leadership Degree Program. This proposed track is concentrated on workforce education and consistent with the college's mission to prepare students to be successful and achieve economic mobility.
EME	4312	Educational Technology for 21st Century Teaching	New course development for new Training and Development track within our existing Educational Studies and Community Leadership Degree Program. This proposed track is concentrated on workforce education and consistent with the college's mission to prepare students to be successful and achieve economic mobility.

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
EDE	4226	Integrated English Language Arts, Social Studies and Creative Arts for the Elementary Classroom	The course is being revised to more closely align to changes in state K12 curriculum.
EDE	4942	Integrated English Language Arts, Social Studies and Creative Arts for the Elementary Classroom Practicum	The course is being revised to more closely align to changes in state K12 curriculum.

ENGINEERING, MANUFACTURING, AND BUILDING ARTS

Program Deactivations and Teach-Outs:

Program Code	Program Name	Degree Type	Justification	First Term
SIXSG-CT	Six Sigma Black Belt	Certificate without Financial Aid Eligibility	There is currently no enrollment in this program and courses have not been successfully offered since prior to Fall 2020.	Summer 2023 (620)

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
ETI	2610	Six Sigma Methodology and Tools	ETI 1100 was previously added as a prerequisite to have students with a minimum of math skills. This change increased the number of credits required to earn the certificate. Also, the student performance in the course did not improve. The requirement of the prerequisite also may be affecting students in such a way that they do not pursue the certificate at SPC. Therefore, we are removing ETI 1100 as a prerequisite.

HEALTH SCIENCES AND VETERINARY TECHNOLOGY

Program Updates:

Program Code	Program Name	Degree Type	Justification
HSA-BAS	Health Services Administration	Bachelor of Applied Science	Program is removing the three HUS courses that were added to the HUS subplan in preparation for DOE approval of the HUMSVC-BS program. That program has been approved for a Fall 2023 implementation, so there is no longer a need for the courses to remain on HSA-BAS.
VETTC-AS	Veterinary Technology	Associate in Science	This modification was prompted by the need for incoming students to receive the rabies vaccine (or prove immunity), and while making those changes, the program decided that some modification to the admission requirements may increase our application number. We felt that some of the former application requirements were no longer pertinent based on the number of applications received and what courses were required for the application, but not necessarily a good indicator of student success in the program (e.g. speech).

New Courses:

Course Prefix	Course Number	Course Title	Rationale	First Term
STS	2945C	Surgical Technology Clinic II	This course was developed as part of the Surgical Services AS program in collaboration with BayCare. This course is a continuation of 2944C, that will provide students with the opportunity to complete the 120 surgical cases required by CAAHEP for program completion.	Summer 2023 (620)
STS	2954	Surgery	This course was developed as part of the new	Summer

		Technology Portfolio II	Surgical Services AS program in collaboration with BayCare.	2023 (620)
STS	2936	Surgical Certification Symposium	This course was developed for the new Surgical Services AS program and specifically to prepare students for the certification exam.	Summer 2023 (620)

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
STS	2324	Surgical Procedures II	One of the surgical specialties (ophthalmic surgery) was left out of the course description and the course objectives. This is being added now.
DEH	2804L	Dental Hygiene IV Clinic	Periodic Course review for updating of current clinical concepts and or techniques. Changing MLOs. *First effective term Summer 2023 (620)
HSC	1524	Introduction to Infectious Disease	If we place a pre req of BSC2085 or BSC1084, students will be more prepared for the course and more successful.
ATE	2612	Animal Medicine	ATE 2631 is vital as a pre-req for the success of students in ATE 2612. MLOs in 2631 must be achieved before students can move onto the more advanced course of ATE 2612.

Course Deactivations:

Course Prefix	Course Number	Course Title	Rationale
ATE	2501C	Professional Development Seminar	ATE 2501C is no longer a course that is offered, and it has not been a required course for some time now. All students have already been taught out.
ATE	3100	Tools For Success	ATE 3052 replaced ATE 3100, ATE 3200, and ATE 3744. No teach-out needed; all students now take ATE 3052 in their first semester.
ATE	4000	Veterinary Technology Precapstone	We are requiring that all students take the new ATE 4940 capstone that replaced ATE 4000 and ATE 4814; no teach-out needed.
ATE	4814	Veterinary Technology Capstone II	We are requiring that all students take the new ATE 4940 capstone that replaced ATE 4000 and ATE 4814; no teach-out needed.

PUBLIC SAFETY, PUBLIC POLICY, AND LEGAL STUDIES

Program Updates:

Program Code	Program Name	Degree Type	Justification
EAM-AS	Public Safety	Associate in Science	EAM-AS is being updated to combine content of the FIRE-AS program that is going into teach-out. FIRE-AS will now become a subplan under EAM-AS. The Major Core courses are also changing to reflect the updates to the subplan offerings
CJPSS-AS	Criminal Justice Technology Public Safety Services	Associate in Science	CJPSS-AS is being updated to combine the content of AS programs going into teach-out, including DIGFORN-AS and CST-AS. These two programs will now become subplans under CJPSS-AS. The Major Core courses are also changing to reflect the updates to the subplan offerings.
CST-CT	Crime Scene Technology	Certificate with Financial Aid Eligibility	CJE 2673C is being updated effective Fall 2023 (0625) from 4 credits to 3 credits to fit into the new parent program CJPSS-AS: CT Subplan. Due to this update, the credit hours will be changed for the program from 28 to 27.
PPA-BS	Public Policy and Administration	Bachelor of Science	Removing MAN 4584 Process Improvement Methods from electives; this course is not relevant to the Public Policy and Administration field/profession. Adding PAD 4332 Strategic and Operational Planning and PAD 3311 Program Planning & Evaluation to program electives. Both courses are specific and relevant to the Public Policy and Administration profession. Both would benefit our students in the public service profession. The addition of two electives would provide students with more elective options in our curriculum.

Program Deactivations and Teach-Outs:

Program Code	Program Name	Degree Type	Justification	First Term
CST-AS	Crime Scene Technology	Associate in Science	Program is going into teach-out due to changes in the Public Safety AS degrees. CST will be offered as a subplan to CJPSS-AS effective Summer 2023 (0620).	Summer 2023 (620)
DIGFORN-AS	Digital Forensics and Computer Investigations	Associate in Science	Program is going into teach-out due to changes in the Public Safety AS degrees. DIGFORN will be offered as a subplan to CJPSS-AS effective Fall	Summer 2023 (620)

2023 (0625).

FIRE-AS	Fire Science Technology	Associate in Science	Program is going into teach-out due to changes in the Public Safety AS degrees. FIRE will be offered as a subplan to EAM-AS effective Summer 2023 (0620).	Summer 2023 (620)
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New Courses:

Course Prefix	Course Number	Course Title	Rationale
PHI	2642	Ethics of Social Diversity	The purpose of this class is to broaden the spectrum of ethics electives currently on offer at SPC. Students need electives in order to graduate from SPC, and we believe that ethics electives help further develop both the critical thinking skills and heightened awareness of social problems necessary for gainful employment and engaged democratic citizenship.
PHI	2647	Ethics in Science and Technology	Supplementary courses in ethics offer further opportunities for students to hone their critical thinking skills, which makes them both more employable and better prepared for roles in larger society. Specifically, the purpose of this course is to help prepare budding scientists, engineers, and other tech students for the ethical pitfalls of their respective fields.
CCJ	2358	Capstone: Criminal Justice Report Writing	This course has been developed as a capstone for our reconfigured criminal justice A.S. degrees. There have been industry requests from several different sectors for a course to improve report writing. This will also improve our ability to obtain an end-of-program assessment. Contact hours are 48 in order to satisfy state requirements.

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
CJE	2645	Introduction to Forensic Science	Upon course review, the approved course outline requires adjustments to the language of the outcomes and objectives.
CJE	2673C	Crime Scene Photography	This course will be a part of a new Public Safety degree program, and credits will be adjusted to match other subplans.
CJE	2940	Internship	Course credits are being changed from 3 to 6 to articulate into the Law Enforcement Subplan of CJPSS-AS. Adding a sentence to the course description to also reflect this update.

SCIENCE AND MATHEMATICS

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
BSC	2362	Field Ecology	Course needs to be broader in scope to allow for more flexibility. We have a number of study abroad courses in the sciences at SPC, and this course is very specific to just the tropical environment. We need to modify it to make it broader to allow this course to be offered for multiple countries instead of just the tropics.
CHM	2045	General Chemistry I	There is a need to update the requirements of this course since we do not review high school transcripts for admittance into the course.
BSC	1005C	Biological Sciences with Lab	Course hasn't been reviewed in 5 years. Updating MLOs.

Course Deactivations:

Course Prefix	Course Number	Course Title	Rationale
BSC	1005	Biological Science	The course has not been offered since 2016, so we would like to formally close this course.

SOCIAL/BEHAVIORAL SCIENCES AND HUMAN SERVICES

New Courses:

Course Prefix	Course Number	Course Title	Rationale
HUS	4553	Multicultural Perspectives in Human Services	This course is being developed as part of the new Human Services BS Program.
HUS	4650	Administration in Human Services	This course is being developed as part of the new Human Services BS Program.
HUS	4945	Human Services Internship	This course is being developed as part of the new Human Services BS Program.

Course Updates:

Course Prefix	Course Number	Course Title	Rationale
DEP	2004	Lifespan Psychology	The suggested revisions for this course reflect changes and updates in the language /terminology used within the discipline and recent developments in research within the field.

TECHNOLOGY

Program Updates:

Program Code	Program Name	Degree Type	Justification
TMGT-BAS	Technology Development and Management	Bachelor of Applied Science	Removing two subplans. The Cybersecurity Defense and Risk Mitigation (CSDR) sub-plan is now redundant since the introduction of the Cybersecurity BAS program. This sub-plan will be deleted. All courses in the sub-plan are included in the new degree, and will continue to be offered.

The Software Assurance (SFTAS) subplan has suffered from low course enrollment since its inception, and program enrollment is not growing. This sub-plan will be deleted. The courses unique to the sub-plan will be in teach-out so current program students may complete.

Five (5) Year Course Deletion


Pursuant to Florida Statute 1007.24, the State Board of Education requires institutions to purge courses listed in the Statewide Course Numbering System (SCNS) that have not been taught by the institution within the past five years. Moreover, SPC Board Rule 6A-10.0331 requires “*the president of each community college shall annually certify to the board of trustees for that university or college that the institution has complied with Section 1007.24, Florida Statutes.*”

The following courses (18) will remain Active for Transfer Purposes and un-schedulable in the Course Catalogue:

College/School/Dept.	Course ID	Subject	Catalog	Description
CCIT	010941	CAP	4773	Projects in Data Science
CCIT	001446	COP	1831	Web Scripting CGI/PERL
CCIT	001777	COP	2837	Visual Basic.NET Programming I
CCIT	001780	COP	2838	Visual Basic.NET Programmng II
COB	003189	HFT	2276	Club & Resort Operations
COB	009302	BRC	3203	Banking Reg & Compliance
COE	007449	EEX	3101	Surv Norm/Abnorm Lang & Speech
Comm	010059	ENC	0015	Development Writing I
Comm	003804	IDS	1102H	Honors Interdis Baroque-Modern
Comm	010061	REA	0007	Development Reading I
Comm	006647	SPN	1120H	Honors Elementary Spanish I
Comm	006648	SPN	1121H	Honors Elementary Spanish II
EBA	008318	ETI	1030	Regltry Envrnmnt for Med Devcs
EBA	009473	ETI	2031	Risk Mgmt & Assmt for Med Dev
EBA	009592	ETI	2032	Chg Control & Documentation
Math	009447	MGF	4301	Transitions to Adv Math
Honors	009122	IDH	2028H	Honors College Capstone Semina
Honors	008015	IDH	2029H	Honors College Cornerstone Sem

March 21, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: Future Accreditor of St. Petersburg College

Approval to Research Higher Learning Commission (HLC) as a Future Accreditor for St. Petersburg College:

Following the Federal Government's removal of "regional" restrictions governing accreditation bodies in 2019, the state of Florida passed Senate Bill 7044 during the 2022 legislative session, removing SACSCOC as the specified institutional accreditor for all Florida institutions.

In August 2022, the State Board of Education and the Board of Governors, following from information gathered by a joint Florida College System and State University System task force that interviewed and reviewed materials from the five additional institutional accreditors, suggested that each college or university identify the accrediting body that best aligns with their mission and goals. After a review of the materials, SPC has identified the Higher Learning Commission (HLC) as the best fit for the College in serving our community and students and ensuring successful academic articulation in the future.


This memo seeks the Board of Trustees' approval to continue researching HLC to ensure it aligns with SPC and to transition to HLC as the College's institutional accreditor if appropriate.

Matthew Liao-Troth, Vice President for Academic Affairs, recommends approval.

March 21, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Institute for Museum and Library Services—Museum Assessment Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Institute for Museum and Library Services (IMLS) by St. Petersburg College for the Museum Assessment Program (MAP) Grant. Permission is also sought to accept the service benefit over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The IMLS Museum Assessment Program will assist the Leepa-Rattner Museum of Art (LRMA) in reviewing institutional policies, procedures, and records to serve as a baseline to measure the museum's progress and institutional capacity. Participation in the MAP assessment will create clear guidelines, benchmarks, and expectations regarding administrative roles, processes, procedures, and documents, and serve to more firmly seat LRMA within the overall structure of St. Petersburg College and its holdings. By providing a high-level view of our current positioning, the assessment will serve to focus on common best practices for institutions such as ours and streamline operations around autonomy and intersectionality within the parent organization.

The estimated period of performance will be from April 1, 2023 through March 30, 2024. The total project budget is projected to be \$700.00 for a fixed cash match. The grant is a service benefit and holds no cash value.

Jamelle J. Conner, Vice President, Student Affairs; Mia Conza, General Counsel; and Rodrigo Davis, Provost, Tarpon Springs Campus, recommend approval.

Attachment
gms030623

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

Date of BOT Meeting: March 21, 2023

Funding Agency or Organization: Institute of Museum and Library Services (IMLS)

Name of Competition/Project: Museum Assessment Program (MAP)

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** April 1, 2023 **End:** March 31, 2024

Administrator: Dr. Rodrigo Davis

Manager: Christine Renc-Carter

Focus of Proposal:

The Institute of Museum and Library Services strategic methods were created in partnership with the American Alliance of Museums to champion lifelong learning, strengthen community engagement, advance collection stewardship and access, and demonstrate excellence in public service. To that end, the institute’s museum assessment program supports future planning by engaging museum staff and primary stakeholders in a low cost, one year assessment program.

Developed specifically to strengthen operations, the program utilizes a peer review format in conjunction with a 4-part self-assessment workbook format to identify current strengths and challenges, then determine where resources and strategies can facilitate synergy, functionally identify and prioritize shared goals, energize staff, and build community rapport. The Leepa-Rattner Museum of Art (LRMA) will participate in the Museum Assessment Program (MAP) with an outcome that will result in institutional improvement of overarching self-identified goals for the museum in three key areas: (1) Have all documentation, including those documents related to the change in status, organized and accessible for the reaccreditation process in November 2023; (2) Strategize and formalize current methods of service delivery and processes toward greater alignment of activities, mission, and resources with parent organization, and provide recommendations and resources for future goals setting; and (3) Create a roadmap for improving functional and strategic aspects of LRMA operations standards to ensure practices are usual and customary industry benchmarks, improve communications between staff, board, and other constituents, and identify key areas of operations or functions that can be strengthened. Operations that currently function well will be optimized, and less obvious or perhaps less frequently performed administrative activities will have stronger indicators for cyclic performance.

This grant program supports LRMA strategic planning and accreditation goals.

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	\$ N/A
Fringe	\$ N/A
Travel	\$ N/A
Contracts and Services	\$ N/A
Marketing and Printing	\$ N/A
Equipment	\$ N/A
Indirect Costs	<u>\$ N/A</u>
Total Budget	\$ N/A

Funding:

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

\$ N/A

Total amount from funder:

\$ N/A

Amount/value of match:

Cash: \$700.00

In-kind: N/A

Required match or cost sharing:

No Yes X

Voluntary match or cost sharing:

No X Yes

Source of match/cost sharing:

Foundation

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. Optimize Property Assets
2. Professional growth, to include policies and procedures


Strategic Initiative(s):

1. Financial Vitality
2. Promote Employee Engagement, Growth, and Creativity

March 21, 2023

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: U.S. Department of Commerce – Minority Business Development Agency Capital Readiness Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Commerce by St. Petersburg College for the Minority Business Development Agency (MBDA) Capital Readiness Program grant. Permission is also sought to accept an estimated \$1,962,067 in funding over a four-year period for this proposal and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The U.S. Department of Commerce's MBDA Capital Readiness Program grant is designed to help close the entrepreneurship gap between socially and economically disadvantaged individuals (SEDI) and non-SEDI to create a new era of business growth, hiring and wealth.

SPC has submitted a proposal to support its *One Pinellas Entrepreneurial Network (OPEN)*, to support entrepreneurs and businesses in launching and growing investable and scalable businesses through education, networking and capital building opportunities. With multiple community partners, including subrecipients The Greenhouse and Pinellas County Economic Development, OPEN will develop a coordinated and sustainable entrepreneurial ecosystem through a centralized One Pinellas website that will assess participants and identify needed supports for early-stage incubators and emerging-business accelerators.

The period of performance will be from July 1, 2023 through June 30, 2027. The total project budget is projected to be \$1,962,067 over a four-year period, of which the College anticipates receiving the full amount.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; and Emmanuel Hernandez-Agosto, Dean of the College of Business, recommend approval.

Attachment
gms030623

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

Date of BOT Meeting: March 21, 2023

Funding Agency or Organization: U.S. Department of Commerce

Name of Competition/Project: Minority Business Development Agency (MBDA) Capital Readiness Program

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 07/01/23 **End:** 06/30/27

Administrator: Emmanuel Hernandez-Agosto

Manager: TBD

Focus of Proposal:

The goal of St. Petersburg College’s MBDA Capital Readiness Program—The One Pinellas Entrepreneurial Network (OPEN)—is to create a coordinated and integrated county-wide entrepreneurial ecosystem as an equity multiplier for socially and economically disadvantaged individual (SEDI) entrepreneurs to offer capacity building, venture capital readiness, access to venture investment and investors, job creation, and network support. Through community and foundation partnerships, OPEN will close identified gaps in accessing ecosystem opportunities for entrepreneurs, and initiate business growth, hiring and family-sustaining incomes. OPEN will primarily offer early-stage incubators with technical assistance; however, emerging-business accelerators will also be supported through referrals to needed services.

The initiative will focus on four main objectives: (1) Recruit SEDI to the OPEN program through targeted partnership connections and sustained efforts; (2) Assess entrepreneurial needs and make referrals to capacity building educational workshops, programs, certificates, certifications, panels, and speakers; (3) Prepare entrepreneurs for capital requests of funding through loans, grants and other resources by development of strong proposals and sharing resources; and (4) Introduce entrepreneurs to peers, mentors, and affinity groups, both formally and informally, to build a refined, aligned, and responsive OPEN network.

Working with multiple partners, including subrecipients The Greenhouse and Pinellas County Economic Development (PCED), OPEN will serve entrepreneurs throughout Pinellas County with an anticipated 400 SEDI entrepreneurs enhancing their businesses through credit and non-credit training held at SPC, the Greenhouse and PCED. Over the four-year grant, funding will be used for project personnel at each location, outreach and recruitment activities such as workshops, information sessions, summer bootcamps and the development of entrepreneurial curriculum. Through matching funds provided by the SPC Foundation, VentureWell Foundation, the Greenhouse and Downtown Center (DTC) SPC operating funds, the project will include scholarships for students and funding to better prepare entrepreneurs for sustainable, successful business ventures.

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	\$ 419,226
Fringe	\$ 54,885
Travel	\$ 54,547
Supplies	\$ 31,464
Contracts and Services	\$1,084,000
Marketing and Printing	\$ 69,000
Indirect Costs	<u>\$ 248,945</u>
Total Budget	\$ 1,962,067

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$2,171,292
Total amount from funder:	\$1,962,067

Amount/value of match:	Cash: \$171,659 In-kind: \$37,566
Required match or cost sharing:	No Yes X
Voluntary match or cost sharing:	No X Yes
Source of match/cost sharing:	SPC Foundation The Greenhouse VentureWell Foundation SPC DTC Operating Budget
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Curriculum and supplies:	\$17,566
Equipment:	N/A
Services:	N/A
Personnel:	\$111,659
FTE:	N/A
Other (Scholarships):	\$80,000

College Values, Strategic Initiatives and Activities Addressed:


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

March 21, 2023

Agenda Item VII – B.4a

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Approval of AudioVisual System Purchase, Project Number 1707-N-22-5, Workforce Incubator, TS

Approval is requested to approve the purchase from The ProMedia Group of Audio Visual Equipment associated with Project Number 1707-N-22-5, Workforce Incubator, TS

The ProMedia Group was selected as part of the cooperative agreement program "TIPS" (The Interlocal Purchasing System) to provide audio visual equipment for Workforce Incubator, TS. Approval is sought to purchase audio visual equipment in an amount not to exceed \$413,763. This purchase is outside of the GMP approved at the January 2023 Board of Trustees meeting but is included in the total project budget of \$8,156,700.

Janette Hunt, Vice President, Finance & Business Operations; and David Cutler, Executive Director Construction Services, Facilities Planning & Institutional Services; recommend approval.

March 2023

Programs

February 23rd, 2023 via Zoom (1:30 pm to 2:30 pm)

Agriculture in Florida

ISPS hosted a panel discussion to delve into agriculture policy in Florida, workforce issues and challenges in the industry. Mark Trujillo of the Humana Foundation moderated the conversation with Catherine Campbell, PhD, Community Food Systems Specialist, UF IFAS, Monica Petrella, Food Systems Program Coordinator, UF IFAS and Javier Garces, DPM, Professor and Program Director, Valencia College. Around 45 people attended the program live.

March 29th, 2023 @ SPC Veterinary Technology Center (1:00 pm to 2:30 pm)

Community Conversation: Why Dogs are more important than ever before.

Join ISPS and Peter Kageyama, writer, and urbanist from St. Petersburg, Florida as we engage in a community conversation at the SPC – Veterinary Technology Center on the importance that dogs have in our communities.

News

- On March 22nd, ISPS, along with Professor Kelli Stickrath, Chair of Natural Science Department, will co-host a movie screening of “Dear Tampa Bay, Stories from the Gulf Coast” on the SPC Tarpon Springs Campus LY-156 from 6-7:30pm.
- The ISPS Team recently tabled at Volunteer Rush '23, a collaboration with the Gulfport Senior Center and non-profit Seniors in Service to get the 55+ community involved in civic engagement. This collaboration stems from our April 1st, 2022 program, “[Engaging Seniors in Civic Life](#),” and our convening of non-profit stakeholders in the aging community on June 29th, 2022.
- Recent Program Coverage:
 - 83 Degrees: [Hometown astronaut Nicole Stott mixes art and science at Leepa-Rattner](#)
 - St. Pete Catalyst: [Home ownership and the affordable housing puzzle](#)
 - WMNF: [Food insecurity solutions reviewed at SPC panel](#)
- ISPS published its [February](#) newsletter.
- ISPS Executive Director Kimberly G. Jackson will moderate a [Suncoast Tiger Bay conversation](#) on March 1st at the St. Peterburg Museum of History with Brandi Gabbard, St. Petersburg City Council Chair, USF St. Petersburg campus Chancellor, Dr. Christian Hardigree, and Lisa Cane, Chair of Pinellas County School Board around Women’s History Month, family, careers and change.



Kindly follow us on:



Kimberly G. Jackson, Esq.
Executive Director
ISPS

Foundation Report

BOT March 2023 Update

Mission Moment



Chanel Respers is a veteran who served for a total of 24 years between both the U.S. Marine Corps and the Army, she is planning on furthering her career in the social work field. She says " I would like to advocate for the veteran who has been turned down and away from the Veteran's Benefits Administration (VBA) for not understanding what it is that they need to receive the support that they deserve."

Chanel's thank you message to the donor:

Dear Scholarship Sponsor,

I want to off by saying that I am truly honored and thankful for being the named recipient of the O. Marie and Tom Scannell VA Bay Pines Scholarship for the Fall 2021 academic semester at St. Petersburg College.

I am currently a Paralegal Studies major. I plan of furthering my career in the Legal and Social Work field. Once I graduated from St. Petersburg College, I plan on applying to Florida A&M and Florida State University to further my education in the areas I have listed above. I truly am thankful for the financial contribution that you have given to me to get me closer to making this goal a dream come true. Thank you so much for this encouragement and support.

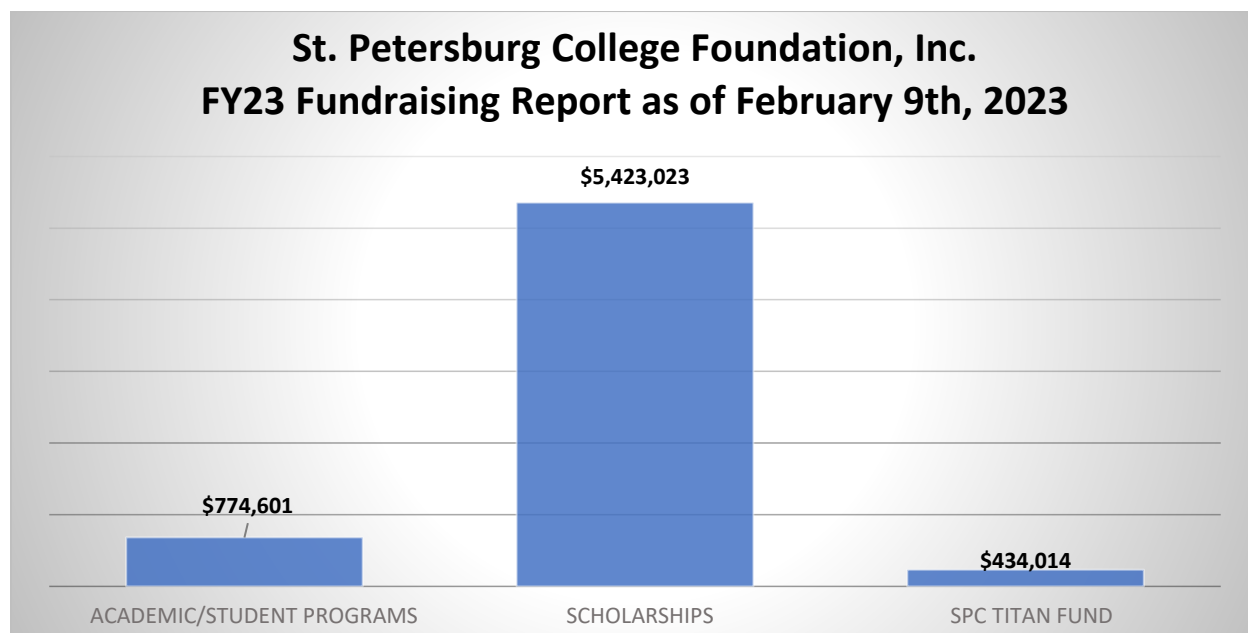
I am a Veteran who has served a total of 24 years between both the United States Marine Corps and Army. I am also an employee at the Veteran's Benefits Administration (VBA) at Bay Pines Regional Office in St. Petersburg. I assist Veterans with the appropriate compensation and benefits under the applicable laws. It is my goal to me able to further my education so that I am qualified and able to apply for key leadership positions within the VBA to make changes, improve and implement benefits offered to Veterans and their families. I believe completing my degree in Law and Social Work along with being a Veteran will provide the advantage needed to articulate the needs of the Veteran population.

Thank you for awarding me the O. Marie and Tom Scannell VA Bay Pines Scholarship.

Sincerely,

Chanel S. Respers

Dashboard



Fund Category	FY23	FY22
Academic/Student Programs	\$ 774,601	\$ 3,790,292
Scholarships	\$ 5,423,023	\$ 3,871,441
SPC Titan Fund	\$ 434,014	\$ 177,204
Total:	\$ 6,394,924	\$ 7,838,937

Expense Report:

As of February 28th, the Foundation provided the following support to SPC:

- **\$1.5M** in scholarships to SPC students.
- **\$1.4K** 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

Palladium Board Report March 2023

1. Our Palladium Chamber Series set a new attendance record Tuesday, Feb. 21, when the Julliard String Quartet played to an audience of just under 500 fans on a Wednesday night.
2. The Palladium was asked to present our new promotional video and share our emerging renovation plan open the Downtown Partnership's Development Summit last week before 400 people. The event occurred at the Palladium.
3. With help from a National Endowment Grant, the Palladium will present a night combining jazz and live dance. The show, which features Project Alchemy and the jazz artist Jeremy Carter, happens on April 27 in the Side Door Cabaret.
4. BEACON, the Palladium's dance initiative, returns for its eight year on April 28, with original performances by multiple dancers, choreographers and dance companies from around Tampa Bay.
5. As part of the renovation campaign, we have met with local, state and federal elected officials seeking support and Executive Director Paul Wilborn spoke to the Legislative Delegation meeting at the Clearwater campus in January.
6. The Palladium's Fellowship program, which provides \$2,500 stipends to 12 area performers or arts groups, has booked four performances for later this spring, summer and fall, featuring these local performers. This culturally diverse group includes artists working in jazz, pop, dance, chamber music, blues, and new music. Shows will be presented on our mainstage or Side Door in 2023 and 2024.
7. Please see upcoming events at the Palladium: <https://mypalladium.org/event-listing/>

**Leepa-Rattner Museum of Art (LRMA)
March 2023 Report of SPC BOT**

LRMA Exhibitions –

Current:

Spring 2023 exhibitions celebrate the Performing Arts. Partnerships include The Palladium and the Morean Art Center in honor of BEACON Dance event and Tom Kramer dance photography showing at multiple venues. Opening Reception on Feb. 24 including a touching dance performance and Q&A with the performers and choreographer. (150 people attended)

- ***ARTS ALIVE! Performance in Art, featuring Fernand Léger's Le Cirque*** (February 25 – May 21, 2023)
 - More than fifty vibrant works by modern masters from around the world, including Picasso, Calder, Léger, Rattner and more, highlight the performing arts including theater, dance, and the circus.
- ***The Palladium Series: The Other Side of Dance, Tom Kramer Photography*** (February 25 – May 21, 2023)
 - Photographed during COVID at the Palladium, Kramer's dramatic series explores the possibilities of movement, form, and beauty through dance. Kramer passed away Aug. 11, 2022. Co-marketing and collaborative programs with Palladium and the Morean.
- ***Herb Snitzer: In the Present*** (February 18- June 25, 2023)
 - Herb Snitzer was a renowned photojournalist, best known for his iconic jazz portraits including Miles Davis, Louis Armstrong and Nina Simone. Snitzer passed away Dec. 31, 2022. Nina Simone and Herb Snitzer tribute at Palladium on 3/2/23.
- ***Structure of Prints: The Dorothy Mitchell Collection*** (Aug. 12, 2022 – March 12, 2023)

Upcoming:

- ***State of the Digital Arts (SODA): Pinellas County Schools, Grades K-8*** (April 1-30, 2023)
 - SODA features 100 works created by elementary and middle school students in digital arts and video/animation. LRMA welcomes the first student exhibit since before COVID.
- ***Florida CraftArt Permanent Collection*** (June 10-September 3, 2023)
- ***SPC Visual Arts Faculty Exhibition*** (September 23-December 17, 2023)

LRMA Education/Programs – LRMA is collaborating with SPC Faculty to create cross-disciplinary programs. Programs continue to be added. Please visit <https://leeparattner.org/calendar/>

- Weekly **Docent tours:** Wednesdays & Sundays at 2:00 p.m.
- Monthly **Focus Friday lecture series,** first Fridays at noon.
- Jan. 20-Jun. 16 **Leap into Art: Monthly children's story/art hour.** Partner with Palm Harbor Library
- Mar. 9 **Curators Roundtable Virtual Program** with the Morean and LRMA.
- Apr. 13 **Dance-Draw-Write workshop** for students and community with Paula Kramer.
- Apr. 20 **Poetry & Painting with Greg Byrd & Marjorie Greene Graff** (Faculty Collaboration)
- May 11 **Herb Snitzer Gallery Talk** with Robin O'Dell

LRMA in the News –

- Nicole Stott event recap: [SPC Promo video](#) and [Nicole Stott Program](#)

March 21, 2023

MEMORANDUM

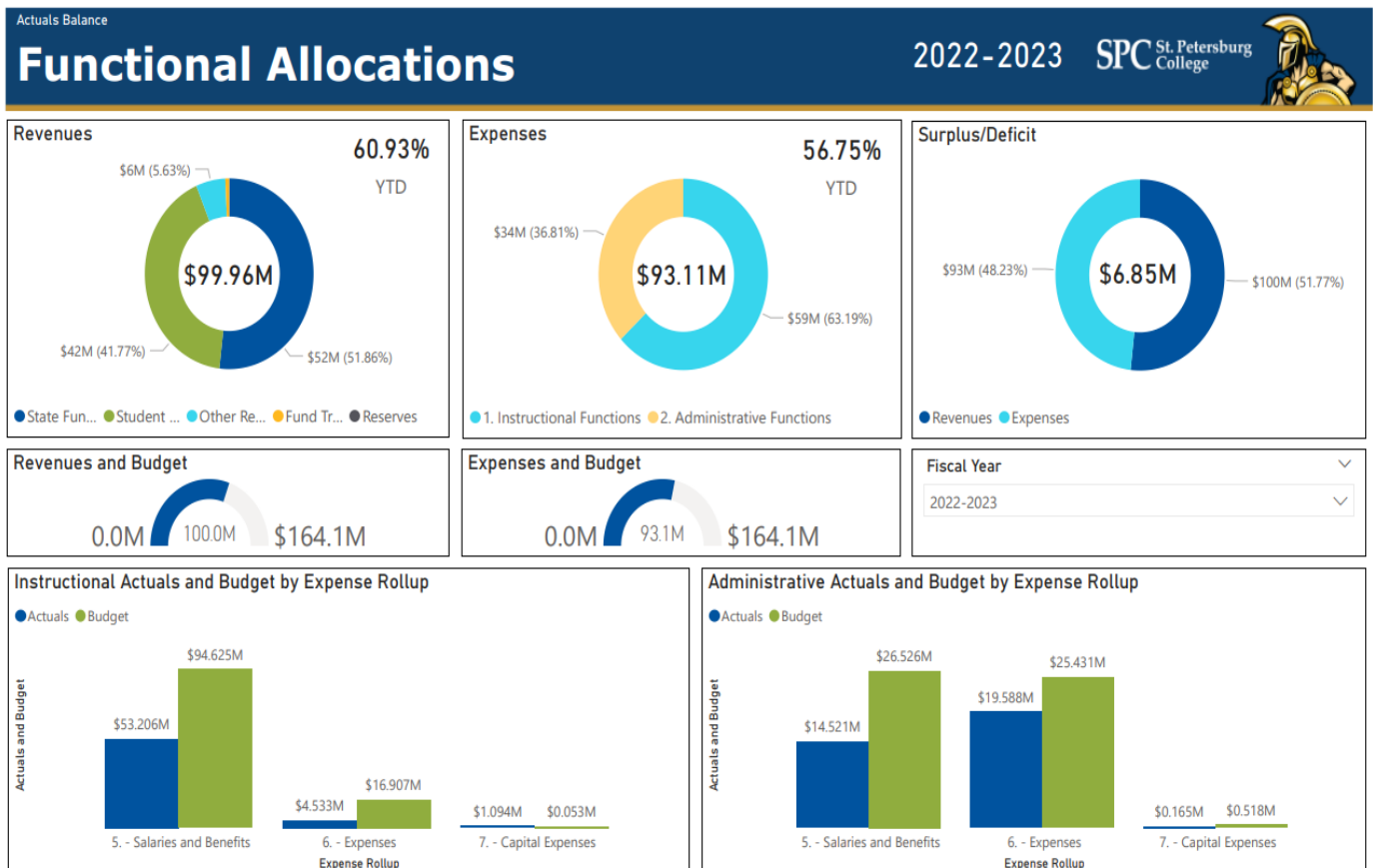
TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Fiscal Year 2022-2023 College General Operating Budget Report with Tuition Revenue

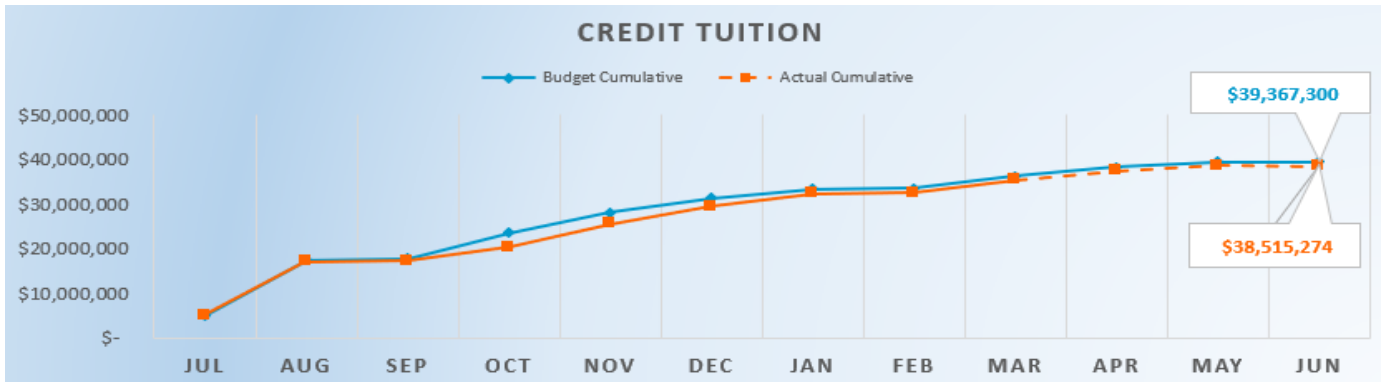
The FY22-23 fund 1 operating budget report through January 31, 2023, is attached.

As of February 28, 2023, the overall revenue was \$99.96M, which represents 60.93 % of the operating budget. The overall expense was \$93.11M, which represents 56.75 % of the operating budget. Personnel expenses represent 73.84 % of the annual operating budget. As of this report date, personnel expenses total \$67.72M or 55.9 % of the total budget of personnel expenses. Instructional personnel expenses account for \$53.2M and \$14.52M for Administration personnel expenses. Current and Capital expenses total \$25.39M. The net balance of revenue less expense is \$6.85M.

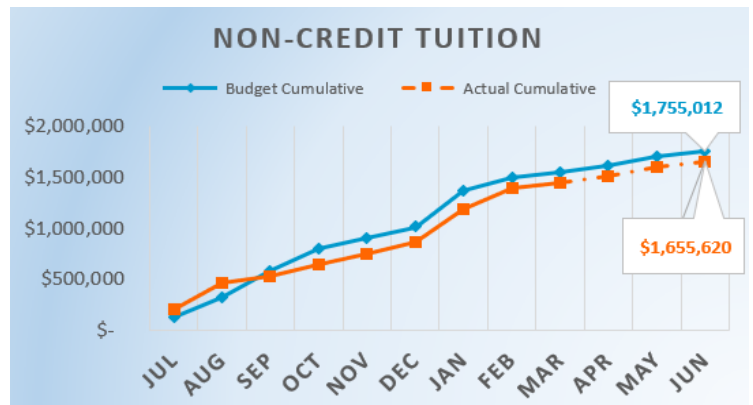


Displayed below are charts for projected tuition revenue. There are three types of tuition revenue: credit tuition, non-credit tuition, and postsecondary adult vocational tuition.

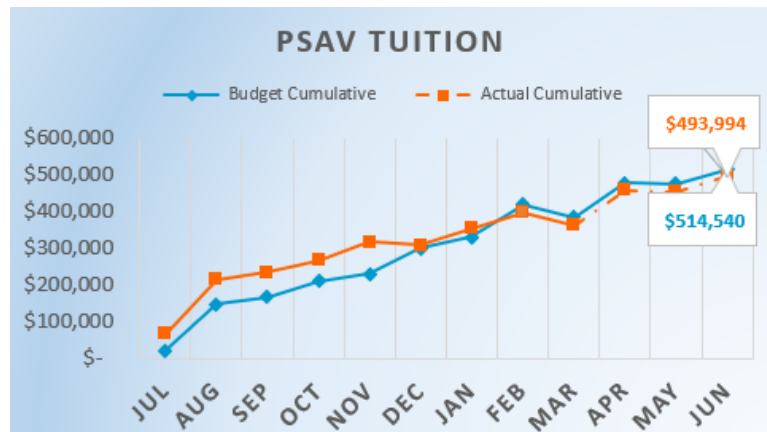
Credit Tuition Revenue – The chart below displays the credit tuition portion of the budget to the trending projected amount. As of February 28, 2023, the tuition projected is \$852K below the budgeted amount.



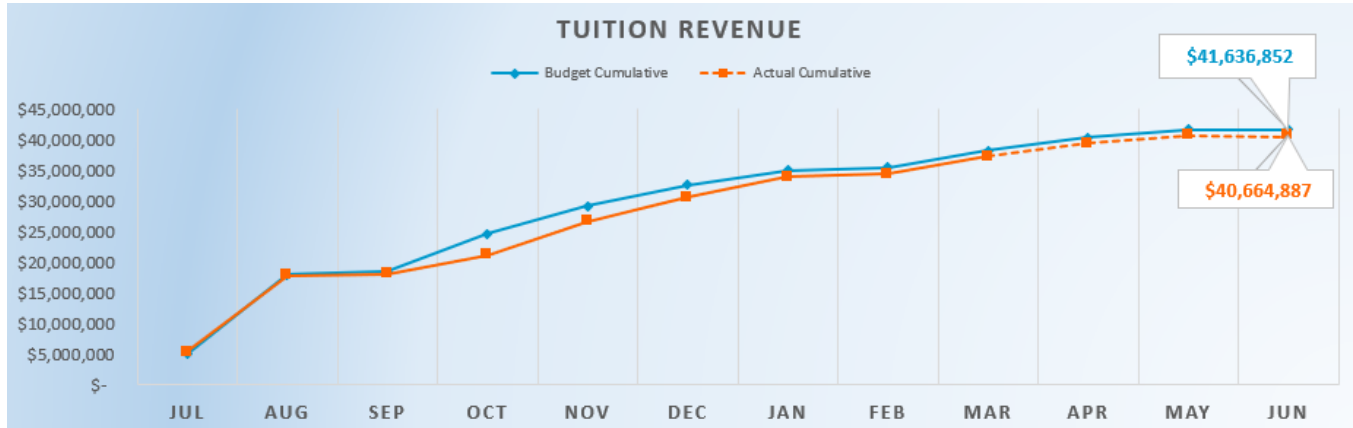
Non-Credit Tuition Revenue – The chart to the right displays the non-credit portion of the budget to the trending projected amount. As of February 28, 2023, the tuition projected is \$99K below the budgeted amount.



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 February 28, 2023, the tuition projection is \$20K below the budgeted amount.



Total Tuition Revenue - The chart below displays the total operating tuition budget to the trending projected amount. As of February 28, 2023, the overall tuition projected is \$971K below the budgeted amount.



Dr. Hector Lora, Associate Vice President, Budgeting.

Attachment



**Operating Budget Report
28-Feb-23**

	Budget	Actual	% of YTD
Revenue			
Student Tuition & Fees	\$ 51,981,580	\$ 41,748,116	80%
State Funding	\$ 91,118,156	\$ 51,840,841	57%
Other Revenues	\$ 11,359,768	\$ 5,626,795	50%
Fund Transfers In	\$ 1,500,000	\$ 742,280	49%
Reserve	\$ 8,101,252		
Total Revenue	\$ 164,060,756	\$ 99,958,032	61%
Expenses			
	Budget	Actual	% of YTD
Instruction	\$ 62,561,377	\$ 33,979,114	54%
Public Services	\$ 995	\$ 919	92%
Academic Support	\$ 26,071,026	\$ 13,379,403	51%
Student Support	\$ 22,952,552	\$ 11,473,662	50%
Total Instructional	\$ 111,585,950	\$ 58,833,097	53%
Institutional Support	\$ 26,825,016	\$ 13,823,807	52%
Physical plant Operation and Maintenance	\$ 17,607,303	\$ 11,963,941	68%
Student Financial Assistance	\$ 2,372,798	\$ 2,144,601	90%
Contingency, Transfer, Etc	\$ 5,669,689	\$ 6,341,415	112%
Total Administrative	\$ 52,474,806	\$ 34,273,763	65%
Total Operating Expenses	\$ 164,060,756	\$ 93,106,860	57%
Balance	\$ -	\$ 6,851,173	

*FY2022-23 excludes Net Pension adjustments.