MINUTES OF THE JANUARY 16, 2018 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, January 16, 2018 at the St. Petersburg College Epicenter, 13805 58th Street N, Clearwater, Florida. The following Board members were present: Chair Nathan Stonecipher, Vice Chair Katie Cole, Bridgette Bello and Bill Foster. Trustee Deveron Gibbons was not in attendance. Also present were Tonjua Williams, President of St. Petersburg College and Secretary to the Board of Trustees, and Joseph H. Lang, Board Attorney. 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, January 16, 2018, at the St. Petersburg College Epicenter, 13805 58th Street N, Clearwater, Florida. The meeting will be held for the purpose of considering routine business, and such other matters that come before the Board including adopting or amending rules of the Board of Trustees pursuant to its rule-making authority.

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).

18-000. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
January 16, 2018

EPICENTER MEETING ROOM (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. Presentation of Retirement Resolutions and Motion for Adoption
   1. Rebecca Ludwig *(Attending)*
   2. Tadeusz Misiura *(Attending)*
   3. John Williams *(Attending)*
   4. Charles Crowther *(Not Attending)*
   5. Charles Jones *(Not Attending)*
   6. William Hooks *(Not Attending)*
   7. Rebecca Keeney *(Not Attending)*
   8. Ninh Nguyen *(Not Attending)*
   9. Mary Poe *(Not Attending)*
   10. Lun Soumpholphackdy *(Not Attending)*

B. Announcements
   1. Interim Dean of Allied Health Sciences – Dr. Katherine Woods

III. COMMENTS

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

IV. REVIEW AND APPROVAL OF MINUTES

Board of Trustees' Meeting of November 14, 2017 *(Action)*

Board of Trustees' Strategic Planning Workshop December 12, 2017 *(Action)*

V. MONTHLY REPORTS

A. Board Attorney
B. General Counsel

VI. STRATEGIC FOCUS AND PLANNING

A. STRATEGIC PRIORITIES

1. Recap Strategic Planning Workshop – Ms. Andrea Henning, Executive Director, Collaborative Labs and Workforce Institute *(Presentation/Action)*

B. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

1. Spring 2018 Enrollment Summary – Dr. Patrick Rinard, Interim Senior Vice President, Student Services and Dr. Jesse Coraggio, Vice President, Institutional Effectiveness and Academic Services *(Presentation)*

2. Fall 2017 Course Success Rates – Dr. Jesse Coraggio *(Presentation)*

C. BUDGET AND FINANCE

1. Monthly Budget Report –Mr. Brian Miles, Vice President, Administrative/Business Services and Information Technology and Ms. Janette Hunt, Associate Vice President, Budget and Compliance *(Presentation)*

D. ADMINISTRATIVE MATTERS

1. Human Resources
   a. Personnel Report *(Action)*

VII. CONSENT AGENDA

A. OLD BUSINESS **(items previously considered but not finalized)**

1. Collegiate High School Replication Location – Ms. Starla Metz, Principal, St. Petersburg Collegiate High School *(Presentation/Action)*

B. NEW BUSINESS

1. Workforce and Professional Development Curriculum Changes *(Action)*

2. NCS Pearson, Inc. – Online Thinking Agreement for Smarthinking *(Action)*

3. GRANTS/RESTRICTED FUNDS CONTRACTS

a. Florida Department of Health – Emergency Medical Services Matching Grant *(Action)*
b. Phi Kapa Phi – Excellence in Innovation Award *(Action)*
c. Florida Department of Education – Collaboration for Effective Educator Development, Accountability and Reform (CEEDAR) *(Action)*
d. Nuts, Bolts and Thingamajigs (NBT) – Manufacturing Summer Camp *(Action)*

4. OTHER

a. Use of College Facilities by the Direct Support Organizations *(Action)*
b. Funding Support from the Foundation *(Action)*

VIII. INFORMATIONAL REPORTS

A. Quarterly Informational Report on Contract Items *(Information)*
B. Quarterly Informational Report of Construction Contract Approvals Not Exceeding $325,000 *(Information)*
C. Quarterly Informational Report of Exempt and Non-Exempt Purchases *(Information)*
D. Removal of Certain Assets from Property Inventory *(Information)*

IX. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing –

- Special Rules 6Hx23x23-4.53 Health Related Programs: Associate in Science, Certificate, and Applied Technology Diploma *(Action)*

X. PRESIDENT'S REPORT

XI. NEXT MEETING DATE AND SITE

February 20, 2018, Douglas L. Jamerson Jr. Midtown Center

XII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting January 16, 2018, 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**

Date Advertised: November 17, 2017

18-001. Under Item I, Call to Order

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

18-002. Under Item II-A, Presentation of Retirement Resolutions and Motion for Adoption

Dr. Williams recommended adoption of a retirement resolution for Dr. Rebecca Ludwig and Dr. John Williams who were in attendance, and joined by family and colleagues. Received their resolutions. Tadeusz Misiura was not in attendance.

Dr. Williams praised Dr. Ludwig as an outstanding researcher and author who began her career at SPC at the Caruth Health Education Center in 2012, where she immediately created a work environment based on inclusiveness. Dr. Williams added that Dr. Ludwig had broad-based professional experiences. She praised Dr. Ludwig as an accomplished communicator who provided monthly updates and regular recognition of staff. Dr. Williams stated that Dr. Ludwig demonstrated her dedication to her profession when she was selected to serve as co-chair of the Radiography and Radiologic Technology department, where she worked tirelessly with the new program director, chairs, and clinical directors to ensure success. Dr. Williams recognized and shared her appreciation of Dr. Ludwig's outstanding contributions to the college and extended her best wishes to Dr. Ludwig for the years ahead.

Dr. Williams stated that Dr. John Williams began his career at SPC as a part-time instructor in 2001. He earned the admiration of students and colleagues and became a fulltime Physics instructor in 2007. He served as the Chair of Natural Sciences on the Clearwater campus for more than a year. Dr. John Williams, who is passionate about climate change and alternative energy, returned to his role as a faculty member in 2009. He advocated for solar panels on campus. Dr. Williams praised Dr. John Williams as a highly respected educator and scientist who is dedicated to teaching and to the college. She wished him the best throughout the years ahead.

Dr. John Williams shared that he enjoyed his time at SPC. He said that he has worn many hats, and that SPC was the best job he has ever had. He related that he hates to leave, but he felt it was time for a younger person to step up into his role.

Chair Stonecipher thanked those in attendance and those not able to attend for their work and dedication to the college.

18-003. Under Item II-B, Announcements

1. Interim Dean of Allied Health Sciences – Dr. Katherine Woods

Dr. Cooper, Senior Vice President, Instruction and Academic Programs, announced that starting January 8, 2018, Dr. Woods will serve as the Interim Dean for Allied Health Sciences within the College of Health Sciences. She will oversee the AS Health Sciences, Health Information Technology, BAS Dental Hygiene, and Health Services Administration programs. Dr. Woods has worked with SPC since 1994, when she began her internship towards her Master's in Public Health degree from USF. She earned her Ph.D. in Higher Education Administration and Leadership from Barry University. This is her 20th year as a full-time instructor in the AS Dental Hygiene Program and as an adjunct instructor in the BAS-HSA Program. Dr. Woods previously served as Interim Dean for the College of Health Sciences and she has served SPC on various committees and in many capacities, most recently as Academic Chair in Dental Hygiene. Her many community involvements include being a Clinical Director for Special Olympics and volunteering for Stand Down for Veterans.

18-004. Under Item III, Comments

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

Chair Stonecipher expressed that it has been a pleasure serving as Chair. He shared that he has been taken up on his desire to spend more time on campuses. He recently attended the Harvest Lunch at the Downtown campus. Also at the Downtown campus, he sat in on an introduction to computer programming class taught by Professor Darlene Westberg, where he realized how little he knows about the world of computers. He said it was a pleasure to see the classroom experience, especially one filled with computers and technology that did not exist when he was in school at SPC. He also shared that a class recently visited him at Green Bench Brewing Company, where they went over the chemistry of brewing. He said it was an extremely entertaining and fun opportunity to walk students through and connect with what they are learning in class.

Chair Stonecipher shared that he was in Tallahassee last week, and that he is proud of those who represented SPC in Tallahassee. He attended a meeting and conference with the Association of Florida Colleges, where he continued to receive comments from those throughout Florida regarding how much they respect what SPC is doing and how they look to SPC for guidance and leadership. He pointed out that while there is uncertainty each session and each year, he has confidence that no matter what is handed down, SPC has the leaders and resources to handle it. He stated that the Board will work to protect the interests of SPC and all state colleges. He shared that Dr. Williams has a few more trips planned to Tallahassee, that Ms. Bello and Mr. Gibbons were on this trip, that Mr. Foster spent time there last year, and that Ms. Cole will be spending time there soon. He recognized the importance of spending time in Tallahassee in order to build relationships. He said that he is encouraged by the group SPC has advocating for the college. He thanked everyone for their time spent in Tallahassee.

In closing, Chair Stonecipher shared that he was able to attend part of the MLK parade in downtown St. Petersburg, where he saw the SPC float. He said it was an exciting thing and says that SPC wants to connect with the community. He shared that parade attendees told him that Dr. Williams had an enthusiastic response. He affirmed that SPC's participation in the MLK parade was an example of a good way for SPC to connect with the community. Chair Stonecipher opened up the floor to the other board members.

Mr. Foster added that he has been going to Tallahassee for twenty years, since he started on the city council in St. Pete. He observed that state legislators do not seem to believe in home rule and that they want to regulate every aspect of what colleges do, even though SPC has a great team. He opined that state legislators do not understand the local community. He thanked Chair Stonecipher, adding that Chair Stonecipher has been an incredible leader and that he is happy to have him as Chair.

Dr. Williams shared that she is very proud of SPC's Model UN for receiving the Outstanding Delegation Award, which is the highest award, at the National Model United Nations conference

in Ecuador. She also shared that there were more than fifty MLK Day of Service projects yesterday in Pinellas County as a result of SPC's coordination with the MLK Day of Service, along with eleven SPC MLK Day of Service projects outside of that. The Sounds of the Civil Rights Movement production was last weekend at The Palladium. She said it was very good and well attended. Saturday night was Chick Corea on the St. Pete campus, which was a fundraiser that made money. Dr. Williams state that it was one of the first events, outside of what SPC does at the Palladium, to raise revenue for SPC. It was sold out for both shows.

Dr. Williams concluded by thanking the trustees who are working with SPC leadership on legislative issues. She recognized Chair Stonecipher's excellent job representing SPC on a panel during a recent trip to Tallahassee.

There were no public comments.

18-005. Under Item IV, Review and Approval of Minutes

The minutes of the November 14, 2017 Meeting and the December 12, 2017 Strategic Planning Workshop of the Board of Trustees of St. Petersburg College were presented by the chair for approval. Mr. Foster moved approval of the minutes as submitted. Vice Chair Cole seconded the motion. The motion passed unanimously.

18-006. Under Item V, Monthly Reports

Under Monthly Reports

A. Board Attorney

Joseph H. Lang, Board Attorney, announced that he has semi-retired from the practice of law – he explained that he will continue as SPC's Board Attorney, but he will no longer work in his practice.

B. General Counsel

Suzanne Gardner, General Counsel, reported that when SPC concluded the SACS visit in November, SPC was not anticipating another college-wide on-site review or audit so quickly, but in December SPC was notified that the Department of Education, and the Office of Access and Accessibility in Florida would be at SPC January 29 through February 2. She shared that this review is being done on behalf of the U.S. Department of Education, Office of Civil Rights. It will look primarily at the college's activities, employment opportunities, and programs. It will look for compliance with laws that have to do with non-discrimination, particularly race, color, national origin, sex, and disability. It will look at Title 6, Title 9, Section 504 (which is the statute for student accessibility), Title 2 of the ADA, and the Florida Statutes. Per the Statutes, this review is done on a rotating basis over time. Ms. Gardner stated that SPC has not had one of these for fifteen years, so it was definitely time for them to look at SPC. Ms. Gardner explained that they look at nine different components including: workforce programming, admissions and recruitment, financial aid, advising, overall accessibility in employment practices, and career and technical programs (there is a special focus on these areas) per the statute. The review will

include: initial briefings; review of documents (which has already started); interviews of faculty, administrators, and staff, with as many as 300 people interviewed in groups during the period of the week, including the president. The trustees will not be interviewed, but Ms. Gardner does appreciate the Board's support.

Ms. Gardner stated that there is an appointed steering committee that is chaired by Dr. Misty Kemp. Ms. Gardner said that there is a good group of people who have started work and who continue good work in that area of civil rights. The committee is looking at institutional policies on the website. There will be some training sessions this week and next on all the campuses and materials will be provided. Two of the important training pieces are the ADA 101 and the Title 9 training, which have been enhanced; a number of people have taken them throughout the past year. Following the site visit, Dr. Williams will receive a letter of findings. All schools get a letter of findings as part of the process. Then, the state team will work with SPC to make sure any outstanding issues are resolved. Once that is done, a report is provided to the Office of Civil Rights. Ms. Gardner concluded that the good thing is the review is a chance to confirm that SPC is compliant and also to enhance what SPC does in the area of civil rights.

Chair Stonecipher asked for confirmation that this is a normal review and that no particular issues prompted the review.

Ms. Gardner confirmed that the review is not the result of any findings and that all colleges have this review done.

Vice Chair Cole asked if the review will deal with physical campuses.

Ms. Gardner replied that the review does include a review of physical campuses. In addition to programs and policies, the review will look at accessibility to buildings, parking lots, bathrooms, and all physical facilities on campus.

18-007. Under Item VI – A Strategic Focus and Planning

A. STRATEGIC PRIORITIES
1. Recap Strategic Planning Workshop – Ms. Andrea Henning, Executive Director, Collaborative Labs and Workforce Institute *(Presentation/Action)*

Ms. Henning presented a recap of the important work done at the December 12, 2017 Strategic Planning Workshop of the Board of Trustees, and shared the progress of the three visionary pillars: Your Community, Your College; Collegiate Culture; and Economic Opportunity. The visionary pillars were intended to hold up SPC's vision, SPC's mission, and to operationalize those things. During the workshop, participants divided into productive team breakouts, where they added descriptors and definitions. That is where the project left off in December. Since then, Ms. Henning and the Collaborative Labs team worked to refine and wordsmith the statements to make them very action-oriented and to include accountability. What they formed as a team became action ability-driven commitments, instead of pillars. Ms. Henning suggested looking at them in terms of individual commitments and college commitments to students and the community. The three revisions are: commitment to community engagement; commitment to

academic excellence; commitment to economic mobility. Ms. Henning opined that 'Your Community, Your College' lends itself well to marketing; it shows that SPC will invest in the wellbeing and positive growth of the community by serving as a leader.

Ms. Henning then shared the three original pillars from the Strategic Planning Workshop and the wordsmithed versions and explanative statements. The first pillar, Your Community, Your College, became Community Engagement. The explanative statement was: We will invest in the well-being and positive growth of our community by serving as a leader, a convener, and a catalyst for positive change. We will maintain this commitment by creating strong partnerships, participating in civic learning and cultivating a community of care for our employees and those we serve. The second pillar, Collegiate Culture, became Academic Excellence. The explanative statement was: We will provide a high-quality education for our students by creating an innovative and engaging learning environment within a supportive, collegial culture. The third pillar, Economic Opportunity, became Economic Mobility. The explanative statement was: We will provide opportunities for our students to be prepared for high-wage, high-need careers and professional growth, which will contribute to their economic success and improve the quality of life within our community as well as assist in ending generational cycles of poverty.

Ms. Henning asked what the board thought of this next iteration.

Ms. Bello thanked Ms. Henning for including academics. She praised the team for doing an excellent job of culling down lots of ideas and opinions.

Chair Stonecipher said that the revisions capture what the Strategic Planning Workshop participants were trying to sum up. He said that it is not easy to put these ideas into a few sentences. His only criticism was that the word 'positive' is used twice in the Community Engagement explanative statement and that one instance of the word should be removed.

Ms. Henning replied that she is positive that the team can do that. She concluded that the next step will be a two-to-three-month strategic planning process, which will be an enterprise-wide project around these three commitments, including action steps. The team will use a cross-functional approach which will include all of the college family, and the team will embark right away.

Chair Stonecipher thanked Ms. Henning for her time on the project. He asked what the process was to come up with the three wordsmiths of what the Board came up with in the Strategic Planning Workshop.

Dr. Williams replied that the team only had six days, so they had a small group that looked at it, then they shared it with provosts, deans, faculty leadership, and Shannon Ulrich. Everyone added to it and brought it back to the team.

Mr. Foster moved approval. Ms. Bello seconded the motion. The motion passed unanimously.

<u>18-008</u>. Under Item VI – B Student Success and Achievement

1. Spring 2018 Enrollment Summary – Dr. Patrick Rinard, Interim Senior Vice President, Student Services and Dr. Jesse Coraggio, Vice President, Institutional Effectiveness and Academic Services *(Presentation)*

Dr. Patrick Rinard, Interim Senior Vice President, Student Services, reminded the Board that SPC budgeted for a -3.5% change year-over-year, but ended the Fall term at a -2.9% change from the prior Fall, which was a gain of .6% from what SPC budgeted.

Next, he shared an SSH trend line. Dr. Rinard explained that students begin registering for the Spring semester in October, and that students are currently still enrolling for the Spring semester. This trend line is significant because typically, the lines are parallel from year to year. This year however, the numbers were down -4.8% by the first of November, -8.1% by November 15, -10.5% by the end of November, -8.2% by December 13, and -5.8% by December 20. After confirming that there were no issues with the systems, he solicited feedback from deans and provosts, who shared that students were feeling the stress of Hurricane Irma and were not registering like they normally do, instead wanting to wait until the term was over. Students lost a week of instruction, so they were feeling the stress of that. Dr. Rinard said that he would soon share a report that shows that students actually faired pretty well, but they were just focused on getting through the Fall, not registering for Spring. Once students saw their grades, registration stared to pick up. Dr. Rinard next shared that the overall enrollment headcount is down a bit further (-4.8%). He clarified that the overall SSH excludes open campus enrollment.

Mr. Foster asked when registration begins.

Dr. Rinard replied that registration for Spring begins the last week of October.

Dr. Rinard continued on to share the numbers for Student Semester Hours (SSH): lower division was down -3.8%, upper division was down -2.2%, with a total decrease of -3.6%. He pointed out that this is only the second time in history that SPC's Bachelor program enrollment was lower than the prior year.

Dr. Jesse Coraggio, Vice President, Institutional Effectiveness and Academic Services, added that he looked at the numbers this morning, and they are only down -3.4% as of end-of-day yesterday. He said that given that SPC budgeted to be down -3.5%, it is pretty close. He is hopeful that there will be some gains with ongoing registration for different session types.

Dr. Coraggio stated that Baccalaureate was down -2.2%; however, the numbers this morning showed a slight improvement (-1.9%). He added that there has been some changing around of some of the programs. He was concerned after Hurricane Irma that students would take less classes, but overall, there were about the same amount of classes for Bachelors programs as prior years. He shared that there were some differences in a few programs; for example, there was actually an increase in Policy, Ethics, and Legal Studies. He explained that part of the reason for the 20.5% increase in that particular program was that the majority of the classes were moved to one campus and the program started to offer more online classes. The same thing happened for

the College of Education. The College of Education had actually been down the last couple of years; a lot of that had to do with testing and students getting into the programs. Dr. Coraggio shared that there was a new program created in the College of Education that really focused on community college leadership. As a result of that program and some online enrollment associated with it, the College of Education saw a 7.0% increase. The School of Veterinary Technology has about the same number of students, but there are some differences in terms of enrollment. The College of Nursing also is one of the four programs that had students take fewer classes. He believes this is a result of the change in focus in some of the hospitals. Previously, there was a strong focus to make sure all nurses had a BSN; now, the hospitals are backing off of that a little bit. He explained that does not necessarily result in students not taking classes, but they are not in such a hurry to finish with the Baccalaureate program, leading to an overall decline in enrollment for those programs.

Dr. Coraggio next shared data on enrollment type. Continuing, new, and re-admit enrollment all showed declines, with continuing enrollment having the smallest decline at -3.5% and new enrollment having the largest decline at -12.4%.

He next showed that FTIC headcount decreased by -6.9% and FTIC SSH decreased by -6.1%. Looking at FTIC by ethnicity, there were slight increases for Black (1.3%) and Hispanic (1.1%), with a decrease of -14.8% for White, an increase of 15.0% for all others, and a total decrease of -6.9%.

Dr. Coraggio next looked at enrollment by modality, which showed a decrease of -12.6% for Face to Face only, a decrease of -6.1% for online and FTF, and an increase of 3.9% for online only.

He then looked at enrollment by ethnicity, which showed a decrease of -2.5% for Black, and increase of 0.7% for Asian, an increase of 3.3% for Hispanic, a decrease of -7.4% for White, and a decrease of -3.4% for all other.

Finally, Dr. Coraggio looked at enrollment by gender, which showed a decrease of -3.2% for female and a decrease of -7.3% for male.

Dr. Rinard shared the data for enrollment by age: 18 and under was the only category to show an increase (4.8%); there was a decrease of -3.6% for 19-21; a decrease of -6.4% for 22-25; a decrease of -6.9% for 26-35; and a decrease of -7.2% for 36 and over. Dr. Rinard stated that this data speaks to an improved economy.

Next, Dr. Rinard shared that full-time enrollment was nearly flat with a -0.1% decrease, while part-time enrollment decreased -6.7%.

He then showed that SPC retained more students this Spring that a year ago; the persistence rate from Fall to Spring last year was 79.1% and this Spring it was 80.8%. The national average is 78% for FTIC Fall-to-Spring persistence.

Dr. Rinard then moved on to financial aid data. He explained that the 2017-2018 data was as of last week, while the 2016-2017 data was for the entire year. He shared that SPC was fortunate to receive an additional $4 million in FSAG grant money in the Fall term. Most schools in Florida received an increase, but not all. SPC was able to award an additional 700 students that particular type of state aid. He pointed out that scholarship numbers are down, but he expects those to go up and flatten out once full-year data is available in the Summer.

Dr. Rinard concluded with several noteworthy observations: the overall SSH is down -3.4% as of Friday; the overall headcount is down -4.8%; the Baccalaureate SSH is down -2.2%; in the last 40 days, SPC has closed the gap from -10.5% to -3.6%; FTIC enrollment is down -6.1%; FTIC for African American students is up 1.3%; SPC had Upper Division enrollment gains in Policy, Ethics and Legal Studies (+20.5%), Health Sciences (+14.4%), and Education (+7.0%); online enrollment is up 3.9% headcount and 2.7% SSH; enrollment for White students is down -7.4%; there is growth in ages 18 and under of 4.8%, but all other age groups are down; and there is a 1.7% increase in Fall-to-Spring persistence of FTIC students. Dr. Rinard expressed concern that enrollment of White students is down as much as it is.

Dr. Cooper discussed next steps. She shared that there has been a number of conversations after sun setting a number of programs last year in order to see if SPC has the right mix of programs. Elementary Education went online in Fall 2017 in hopes of reaching people outside the county. SPC expanded Education Studies and Community Leadership; both are growing quickly. Dr. Cooper said that SPC is looking at expansion of the EMT program to the Tarpon Springs campus, which is awaiting funding and an accreditation visit. A 911 Apprenticeship program, which is a clock hour program, begins soon at the Allstate Center, and students have already registered. Dr. Cooper is excited that SPC received a statewide grant for Mechatronics under Engineering Technology, so faculty can be hired and the program can move forward at Clearwater. She shared that there are meetings this week about a possible Lineman Apprenticeship program, which would also be a clock hour program, including discussions to set up a consortium within the state; SPC wants to be a leader and a convener for this and plans to move forward accordingly. The Sports Management sub-plan will be added to the Management and Organizational Leadership program within the College of Business in the Fall of 2018. A proposed School of Financial Services within the College of Business may present opportunities to companies in the area interested in training programs in financial advising, financial planning, forensic accounting, money laundering, risk management, and insurance. The banking industry and insurance agencies have already approached SPC with donations for scholarships. Dr. Cooper feels that this program would give more notoriety to things SPC already has in place. This program would offer credit and non-credit options and could be repackaged to make it something that others would be very interested in.

Dr. Cooper shared that SPC is considering external consultants for class schedules and onboarding and registration processes to get an outside view and to make sure SPC has not unintentionally put up roadblocks. She also shared that the Gibbs campus is piloting a ten-week session during Spring to help students who come late. She believes this will add to continued growth in enrollment.

Dr. Cooper stated that conversations are underway with Pinellas County schools as well as Pinellas Technical College (PTEC) about building Academic Pathways with high schools and PTEC, similar to what exists with the FUSE program with USF and the IGNITE program with FAMU. This will allow high school students to learn about which credits they can earn through articulation agreements with their career and academic communities and also earn some additional credits with duel enrollment. Students could come to SPC with a semester or a semester and a half already completed. SPC also wants to show the path through PTEC because there might be opportunities for that route depending on which particular program a student is interested in. She believes this is a good opportunity to take the Academic Pathways down into the high schools and show students the path to SPC through PTEC or directly to SPC, depending upon the program.

Dr. Cooper said SPC continues to review program offerings to make sure that SPC is leading to livable-wage jobs for our students.

Dr. Cooper concluded that she is very excited about SPC being awarded the National Science Foundation's Bridges to Baccalaureate Degree grant, which will allow SPC to expand the STEM-related AA transfer services to students.

Vice Chair Cole thanked everyone and asked what "persistence rate" means.

Dr. Rinard explained that the persistence rate is how many in a particular cohort are registered for Spring.

Vice Chair Cole asked if there was any impact on the free tuition offered to Puerto Rican students after Irma and if there was any intentional or unintentional incorporation of those students.

Dr. Rinard responded that SPC only had eight students from Puerto Rico, and that most of those students are in Orlando.

Vice Chair Cole said that it would be interesting from a marketing standpoint, when the unemployment rate is down, to look at how SPC is intentionally reaching out to employer partners regarding continuing education and helping employees advance. She added that it would also impact the economic mobility goal.

Dr. Williams shared that SPC is revamping its marketing plan completely. She said that there is a lot of room to grow in that area, and that she will be coming back with a report for the Board. To illustrate, she gave the example of marketing to housekeeping employees in hospitals regarding how they can move up.

Vice Chair Cole pointed out that clearly education is up when the economy is bad. She opined that now that the economy is up, at least from an unemployment level, SPC should take the opportunity to really reach out.

Vice Chair Cole then asked if SPC has the numbers regarding how many students may drop out or not re-enroll because of a loss of scholarship. If that is a reason, she wonders how to bridge that gap and how to work with the Foundation to identify those students.

Dr. Williams replied that SPC reaches out to students after they have not re-registered and monitors student progress regularly. Unfortunately, she added, once students leave many will not take a call. She shared that SPC does have data to see who might be running out of scholarship money, and that SPC spends a lot of time trying to get students to apply for scholarships. However, lots of students have issues at home, or feel they are not engaged on campus.

Mr. Foster thanked the presenters. He said that he is not overly happy with the numbers, but at least the bleeding has been stopped. He added that SPC is so far past SPJC, and that he wants to see more of a transition from the AA to the Bachelors, despite what Tallahassee wants to do. He feels there is a lot of value there. He continued that this is the perfect time, as SPC goes from vision to strategic planning, with this data in mind, to see how SPC can get these numbers on a positive. He thinks there is no reason why SPC is trending down. He does not know if it is how SPC incentivizes those getting an AA to go into a Bachelors – how to tell those students that now is the best time, without taking time off, to continue on to get a Bachelors. He added that he loves the FUSE program, loves USF and FAMU, but he wants students to come back to SPC for their Bachelors. He concluded that now is the perfect time to look at these numbers and figure out how to trend up.

Vice Chair Cole shared that in September and October, SPC challenged the staff to say, "What are we doing to recruit more students and to not be a self-fulfilling prophesy with this estimate of dropped?" She commended efforts to reach out to students on high school campuses, pointed out that these efforts are obviously working, and acknowledged what is being done.

Mr. Foster added that budgeting for a decline is not a goal, but to do better than that is positive growth.

Chair Stonecipher stated that he thinks Academic Pathway articulation efforts with high schools and PTEC is a great idea. He asked if the increase in online offerings is because of scheduling issues with FTF classes, or is it just a progress of where society is.

Dr. Cooper replied that lots of factors affect it. SPC has a large footprint, so there may not be every option on every campus. She wondered if certain programs should be on certain campuses so as not to build the expectation that students can get everything at any campus. She added that as more students are working, online classes are more convenient.

Dr. Corragio added that there is a trend towards online, but that SPC needs to look at scheduling and make sure students who want FTF have the option.

Dr. Williams stated that this is why SPC is bringing in consultants to look at scheduling. She said that as SPC goes into phase two of looking at the physical footprint, she will look at that and bring it back to the Board.

2. Fall 2017 Course Success Rates – Dr. Jesse Coraggio *(Presentation)*

Dr. Coraggio stated that SPC was able to do some things with the success rate. He shared that he was quite nervous when registration was down 10%, and it took lots of hard work Collegewide to bring the numbers up. He was also concerned about the impact of Hurricane Irma on success rates.

He explained that the idea is if success rates improve, that will lead to overall more success. The success rate for Fall 2017 was 78.1%, compared to 77.8% for Fall 2016 and 78.8% for Fall 2015. There was also a -9.7% decrease in the number of course withdrawals from Fall 2016 to Fall 2017, which was about 500 withdrawals less. He extended kudos to faculty for working hard with students as a result of the impact of the hurricane and thanked support staff and student services for stepping up during a time of crisis. He feels this is really about the 'community of care' model that Dr. Williams brought forward.

Next, he shared that overall course success rates have shown increases year-over-year from 2010 to present; the overall course success rate for 2010-11 was 74.0% and was 78.8% for 2016-17, which is almost a 5% increase.

Dr. Coraggio went on to share overall success rate data by gender and ethnicity for Fall 2015, Fall 2016, and Fall 2017. He explained that the last two columns on the chart represent the two-year difference and the one-year difference. There was a decrease from 2015 to 2016; however, SPC has recovered some of that, but not all of it. SPC was down -0.7% when looking at two years ago, but it is up 0.3% when making the comparison from 2016 to 2017. There were slight upticks for male and female students, Black/African American students were down -0.3%, Latino/Hispanic was flat, and White was up slightly. By male ethnicity, Black/African American males were down -2.6%, Hispanic/Latino males were down 0.9%, and White males were up 0.7%.

Dr. Coraggio then focused on First Time In College students (students who come to the college immediately after high school). FTIC students overall were up 0.8%, slightly higher for male students compared to female students, Black/African American students were up 1.6%, Hispanic/Latino had the largest gain of the ethnic categories at 2.8%. For the male ethnic groups, Black/African American male students were flat, Hispanic/Latino males were up 2.6%, and White males were also flat.

Dr. Coraggio then looked at FTIC success rates by course types. He looked at FTIC students in Developmental courses and in Gateway courses. He said that Developmental students seemed to have the toughest time last semester. He believes this is impactful of what SPC is seeing in terms of the hurricane and number of students who are taking the recommendations by going into remedial courses. The overall numbers were down -2.5%, males were down -7.2%, there was a slight increase for female students, Black/African American students were down -5.2%, Hispanic/Latino was down -1.1%, White students were flat. The largest decline of all the success rates were Black/African American male students, who were down -14.5%, compared to Hispanic/Latino males, who were down -4.2%, and White males were down -5.4%.

Dr. Coraggio stated that the hurricane impacted the number of days in class, especially for remedial courses. He added that the number of students who take their advisor's advice to go into remedial education has declined and more students are jumping into Gateway courses. He said this could be good if students are successful in the Gateway courses, but it dramatically changed the ability level and the number of students that are actually taking these Developmental courses – it continues to shrink. Dr. Coraggio stated that a lot of this has to do with the Senate Bill 1720 from a few years ago. FTIC success rates for Gateway courses showed improvement semester-over-semester. Overall, FTIC students were up 1.3%, male students were up 3.1%, Black/African American students were up 3.8%, Hispanic Latino were up 1.9%. For the male ethnicity numbers, Black/African American males were up 5.6%, and Hispanic/Latino and White males were both up about 3%.

Dr. Coraggio explained that if students graduated after 2007, they have a choice regarding taking a placement test or participating in Developmental Education courses. When this legislation was enacted, SPC reacted right away by creating a prediction model which categorized students into three categories: Likely College Ready; Dev Ed Recommended; or Dev Ed Strongly Recommended. Flex and exempt students had to meet with their advisor to see if they wanted to take the recommendations.

Dr. Coraggio next shared data showing course success by recommendation for Math, Reading, and Writing. He explained that MAT 1033 and MAT 1100 are entry-level Gateway courses. Overall FTIC success rates for these two courses were 59.8%, versus 54.4% for Developmental Education Math. For students who were 'Likely College Ready,' 64.4% succeeded in MAT 1033 or MAT 1100, versus 63.0% for Developmental Education Math. Dr. Coraggio explained that the numbers highlighted in yellow are students who did not take the recommendation. A few semesters ago, about half of students took the recommendation to go into remedial math; now that is about halved (23.6% for 'Dev Ed Recommended' and 26.5% for 'Dev Ed Strongly Recommended'). He commented that the success rate here is pretty close. Dr. Coraggio believes this has to do with the number of students who are jumping up who really are not ready to go to Gateway but are making the decision to do so. 'Dev Ed Recommended' was also pretty flat. For Reading and Writing, the percentages were even smaller. Only about 30% took the recommendation for Writing and about 10% took the recommendation for Reading. Dr. Coraggio said that a very small amount of students are making the choice to go into remedial education. The vast majority of students are going to Gateway classes. Dr. Coraggio stated that is impacting because all the students who feel they have the ability level to make the jump are changing the ability level of what is left in the remedial courses and increasing the width of ability in the Gateway courses. The good news is the success rate in the Gateway courses increased. The bad news is there has been decline in the remedial courses. Dr. Coraggio said SPC needs to figure out how to continue to support those students and help them.

Dr. Coraggio concluded with several noteworthy observations: the overall college has increased 0.3% this fall and 4.8% since 2010-11; the overall college has decreased the number of course withdrawals by nearly -10% compared to last fall; FTIC students had a 0.8% increase this last fall; FTIC students had a 2.5% decrease in Developmental Education Course Success Rates (Female students were the exception, +1.1%); FTIC students had a 1.3% increase in Gateway Course Success Rates (African American Male students led the way, +5.6%); in most cases, Flex

Placement Students perform better or the same when taking the college recommended Dev Ed course.

Chair Stonecipher asked if SPC currently encourages students to take these Development classes.

Dr. Coraggio replied that students are required to meet with their advisor, that SPC uses their data to make a recommendation, and that advisors provide students with success data.

Chair Stonecipher asked if there are any incentives offered to make sure students are looking at the recommendation as a viable one.

Dr. Coraggio replied that beyond presenting the data, there is no financial incentive.

Dr. Williams added that students who graduated from a Pinellas County high school from 2007 to current are choosing to go Gateway. The students who are in Developmental Education are students who graduated decades ago and are older students who may not have been in school for a while. She explained that the faculty have a deeper dig to bring these students up. She said it is really a different population and that a lot of students who receive the predictive model, who can choose, go into Gateway. However, those who cannot, who graduated before 2006 or got a GED, do not get a choice if they test into Developmental Education. She stated that this makes it challenging for the students to start anew and that most of them are not the younger students.

Dr. Coraggio added that support-wise, the students can participate in the Neighborhood of Success, which was piloted this fall and is continuing into the spring; it is designed specifically for these students. Students that did not take at least one of the college recommendations are invited to participate (it is still optional). Dr. Coraggio shared that during the first semester, it became apparent how many needs these students really have in terms of support and needing a lot of help. He pointed out that these are the students that are actually choosing to participate in what the college has to offer.

Vice Chair Cole asked if financial aspects are considered when looking at data to make recommendations. She added that many students have a set amount of money they are willing to invest, so they may be making a choice based on the financial aspect; for example, a student may be thinking if they take these three classes at the beginning, they may run out of money before they finish their degree.

Dr. Coraggio replied that SPC can add that into the dialogue. He added that the realization is, what if the student is not successful? If they take the jump and are not successful, then they have to take the class again or jump back and take the Dev Ed course, which puts them even further behind.

Vice Chair Cole shared that she is surprised when she speaks to people in school today, the financial aspect is almost always part of the conversation. She said it did not use to be like that, but that in today's world, it is an ongoing conversation of how to pay for each class. She suggested SPC reach out to partners regarding scholarships and asked if SPC can underwrite the scholarships so that students have to take the front-end classes.

Dr. Corragio replied that SPC is really focusing on the financial pathway in addition to the academic pathway. The other side is that if SPC can continue to improve support systems for Gateway courses, then students are ahead if they succeed. He added that the numbers show students can be successful if they make the jump, but SPC has to figure out how to increase that ability.

18-008. Under Item VI – C Budget and Finance

1. Monthly Budget Report –Mr. Brian Miles, Vice President, Administrative/Business Services and Information Technology and Ms. Janette Hunt, Associate Vice President, Budget and Compliance *(Presentation)*

Ms. Hunt reported that as of December 31, 2017, student tuition and student fees were budgeted at $61.2; at the end of the month, it is at $49.5 million, which is about 81% of the budget. She pointed out that for just the tuition piece of this line item, SPC budgeted about $51 million of tuition and came in 0.6% higher than targeted. Last week, for Spring, was about -0.1%. For the Summer session, it is flat to budget. It is at $50.9 million, which is a little more than budgeted by about $66,000. State funding is at $71.7 million. Ms. Hunt said that in February, SPC will begin to receive lottery portions, which is divided out over five months; SPC will receive about $2.8 million a month for a total of about $14.2 million. In fund transfers, in prior year compared to current year, it is about $2.2 million more in actuals. She explained that this is because SPC has done the journal entries early to recognize some of the revenue from the auxiliary fund. Overall revenue is at $82.6 million and about 57% of the budget.

Next, Ms. Hunt looked at expenditures for personnel and benefits, which are also at about half the year. The budget is at about 50%. In comparison to last year, it is the same. The difference is that it is $5 million less budget this year, and expenditures are still about $1.8 million less. Current expense and capital combined are about $1.7 million less than the prior year. Overall, revenue over expense is at $12.9 million.

18-009. Under Item VI - D, Administrative Matters

The Board considered Personnel Items VI - D.1a. Mr. Foster moved approval. Vice Chair Cole seconded the motion. The motion passed unanimously.

Information regarding these items is as follows:

D. ADMINISTRATIVE MATTERS

1. Human Resources
   a. Personnel Report *(Action)*

18-010. Under Item VII - A, Consent Agenda
Under Old Business

A. OLD BUSINESS **(items previously considered but not finalized)**

1. Collegiate High School Replication Location – Ms. Starla Metz, Principal, St. Petersburg Collegiate High School *(Presentation/Action)*

Ms. Metz presented the committee's recommendations on either Clearwater or Tarpon Springs as the Collegiate High School (CHS) replication location. She shared that the committee considered three major factors. The first factor was student interest. The second factor was cost, which will be around $300,000 regardless of campus. The costs will be paid for out of the current CHS reserves. The third factor was whether to place Early College and CHS on the same campus. Ms. Metz pointed out that Early College and CHS attract different students. Early College students want to accelerate their learning but remain at high school for extracurricular activities. Early College students are in 11th-12th grades. CHS students often come for the small learning environment and completely leave their current school. CHS students are in 10th-12th grades. Both groups of students simultaneously earn their high school diploma and an Associates of Arts degree. Ms. Metz stated that either campus can house both programs because both have significant wait lists. Additionally, both groups of students have early registration, meaning their course needs will be met regardless of campus. Ms. Metz expressed confidence that both programs will continue to fill and have waitlists.

Ms. Metz next shared data regarding interest in St. Petersburg Collegiate High School (SPCHS) by location. Of 378 students from 27 schools who attended the SPCHS information session, 188 were from south county (St. Petersburg), 112 were from mid-county (Seminole, Clearwater, Pinellas Park, and Largo), and 66 were from north county (Tarpon Springs, Palm Harbor, Safety Harbor and Dunedin). She reminded the Board that 10th graders do not yet drive, so they need a closer campus. She then shared that of the North Pinellas students enrolled in SPCHS in 2017, 12 resided in Clearwater, 1 resided in Dunedin, 7 resided in Palm Harbor, 1 resided in Safety Harbor, and 1 resided in Tarpon Springs. Of the North Pinellas students who attended the 2018 information session, 37 resided in Clearwater, 8 resided in Dunedin, 7 resided in Palm Harbor, 0 resided in Safety Harbor, and 2 resided in Tarpon Springs. Ms. Metz pointed out that overall, there is a little more interest at Clearwater, but there is also great interest in North Pinellas.

Ms. Metz discussed the potential advantages and disadvantages of each campus. Potential advantages for the Clearwater campus include: the renovation costs are the same as Tarpon; the building layout is more conducive; Clearwater has Arts programs; Clearwater has more clubs and college events; and Clearwater has a good drop off/pick-up location. The potential disadvantages for the Clearwater campus include: the relocation of eight offices and two classrooms. Potential advantages for the Tarpon Springs campus include: the renovation costs are the same as Clearwater; Tarpon has a good drop off/pick-up location; Tarpon has a STEM program, and Tarpon is growing quickly. The potential disadvantages of the Tarpon Springs campus include: the relocation of six classrooms; and Tarpon has fewer clubs and activities for students.

Ms. Metz stated that the committee recommends the Tarpon Springs campus. Ms. Metz shared her personal recommendation for the Clearwater campus because it is more centrally located and has more clubs and activities. She believes either campus will attract plenty of students, have extensive waitlists, and be a successful program. She then asked the Board for their thoughts on which campus would be best.

Chair Stonecipher asked how large the committee was and if it was a majority vote.

Ms. Metz replied that the committee was comprised of eight to ten members. She added that the committee visited each campus, that the committee included a nice mix of SPC leadership, and that the committee looked at lots of factors. The committee went back and forth on the decision – the final vote was either 6-3 or 7-3 for Tarpon.

Vice Chair Cole agreed that either campus could house the CHS. She shared that she considered the location decision more from the perspective of a high school student. Vice Chair Cole's personal preference is the Clearwater campus. She explained that most people in Clearwater view themselves as living too far from Tarpon to go there on a regular basis, but that Palm Harbor residents do not see Clearwater as too far to come to campus. She observed that people from Seminole, Largo, Pinellas Park and Clearwater are averse to going to Tarpon but would come to Clearwater. She asked if the type of students CHS attracts are the same students that would be in the STEM program, or the Math and Engineering program, or in the International Baccalaureate (IB) program at East Lake and Palm Harbor. She asked if there is a void of academics in Central Pinellas (although there is now an IB program at Largo) and if the CHS would be filling a gap. She said that she thinks there is such a gap in academics in Central Pinellas.

Ms. Metz replied that Seminole, Pinellas Park, and the St. Pete IB program are the biggest feeders for SPCHS and that lots of students are interested in STEM and pre-med. She said that Vice Chair Cole makes a good point – and Largo has an IB program to meet that need; East Lake has an Engineering program; Palm Harbor has a Medical program. She said she would have to do more research to see if CHS is filling a need.

Vice Chair Cole stated that her personal preference would be to see the CHS in Clearwater.

Ms. Bello agreed that the CHS should be in Clearwater, adding that the data shows it should be in Clearwater.

Mr. Foster added that Clearwater was his preference before the presentation, and that he is not sure that he is swayed from that.

Dr. Williams pointed out that when looking at the data on waitlists, many of the Tarpon students are more into the Early College program - not many are coming to Gibbs.

Ms. Metz added that there are a few CHS students from Tarpon at Gibbs, but it is a hardship regarding transportation and logistics.

Chair Stonecipher said that he had been leaning toward Tarpon for many reasons. He said that he tried last week to put himself in the mind of a high school student. He feels that engagement is extremely important to the student, and that at this point in time, the Clearwater campus has more to offer from that standpoint. He agreed with Vice Chair Cole that there is somewhat of a gap in Central Pinellas as far as what is offered there. He lamented going against the committee and agreed that there are very good reasons for both options. Chair Stonecipher stated that his preference is for Clearwater.

Mr. Foster added that logistically, the CHS will have to pull from Seminole, Largo, and Pinellas Park. He does not see putting it on the northern border of the county, adding that the CHS is not going to draw from Pasco County. From a purely logistic map standpoint, Mr. Foster thinks Clearwater makes more sense.

Mr. Foster moved to approve the Clearwater campus as the Collegiate High School replication location. Vice Chair Cole seconded the motion. The motion passed unanimously.

Chair Stonecipher said he hopes that this is just one in the next step to more programs like this, adding that SPC can do more in the future. He is hopeful that this is not the end of the Collegiate High School programs.

Ms. Metz thanked the Board members who did the governance training and sent her their bios and forms for the applications. She stated that the application will be delivered to schools on February 1, 2018.

18-011. Under Item VII – B, New Business

1. Workforce and Professional Development Curriculum Changes (Action)

2. NCS Pearson, Inc. – Online Thinking Agreement for Smarthinking *(Action)*

3. GRANTS/RESTRICTED FUNDS CONTRACTS

a. Florida Department of Health – Emergency Medical Services Matching Grant *(Action)*
b. Phi Kapa Phi – Excellence in Innovation Award *(Action)*
c. Florida Department of Education – Collaboration for Effective Educator Development, Accountability and Reform (CEEDAR) *(Action)*
d. Nuts, Bolts and Thingamajigs (NBT) – Manufacturing Summer Camp *(Action)*

4. OTHER

a. Use of College Facilities by the Direct Support Organizations *(Action)*
b. Funding Support from the Foundation *(Action)*

The Board considered Items VII-B.1-4. Mr. Foster moved to approve. Vice Chair Cole seconded the motion. The motion passed unanimously.

18-012. Under Item VIII, Informational Reports

A. Quarterly Informational Report on Contract Items *(Information)*
B. Quarterly Informational Report of Construction Contract Approvals Not Exceeding $325,000 *(Information)*
C. Quarterly Informational Report of Exempt and Non-Exempt Purchases *(Information)*
D. Removal of Certain Assets from Property Inventory *(Information)*

Chair Stonecipher stated that the informational reports were included in the packets.

18-013. Under Item IX, Proposed Changes to BOT Rules Manual – Public Hearing -

- Special Rules 6Hx23x23-4.53 Health Related Programs: Associate in Science, Certificate, and Applied Technology Diploma *(Action)*

The Board considered Item IX. Vice Chair Cole moved to approve. Mr. Foster seconded the motion. The motion passed unanimously.

18-014. Under Item X, President's Report

Dr. Williams shared that she went to Tallahassee last week to attend the Senate Education Committee meeting, where attendees spent time on Senate Bill 540 and House Bill 83. She stated that as a college, SPC remains focused on the ability to remain responsive to local communities and to have the ability to lead the college without having a state governing board. She is focused on funding and on getting resources back and on being able to offer Bachelor degrees without restriction. She shared that Leadership SPC is going to Tallahassee in February, and then students will go the following week. She said that she will give a report soon on her first 120 days and where SPC will be going forward. She will also be sharing data that the entire college can review. She said the Fall semester should be celebrated, and everyone should be thinking about what SPC can do to be just as good if not better in the Spring. She thanked everyone for the Fall, and recognized that it was a lot of work to get students through after Hurricane Irma and getting through the SACS visit. She said the Board will receive her report within 30 days.

18-015. Under Item XI, Next Meeting Date and Location

The Board confirmed its next meeting date and location as Tuesday February 20, 2018, 9:00 a.m., at the Douglas L. Jamerson, Jr. Midtown Center.

XII. ADJOURNMENT

Having no further business to come before the Board, Chairman Stonecipher adjourned the meeting at 10:43 a.m.

MINUTES OF THE JANUARY 16, 2018 MEETING OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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

Nathan Stonecipher
Chairman, Board of Trustees
St. Petersburg College
FLORIDA

Attachments

Board Memos and Supplemental Materials

Board of Trustees Meeting

January 16, 2018

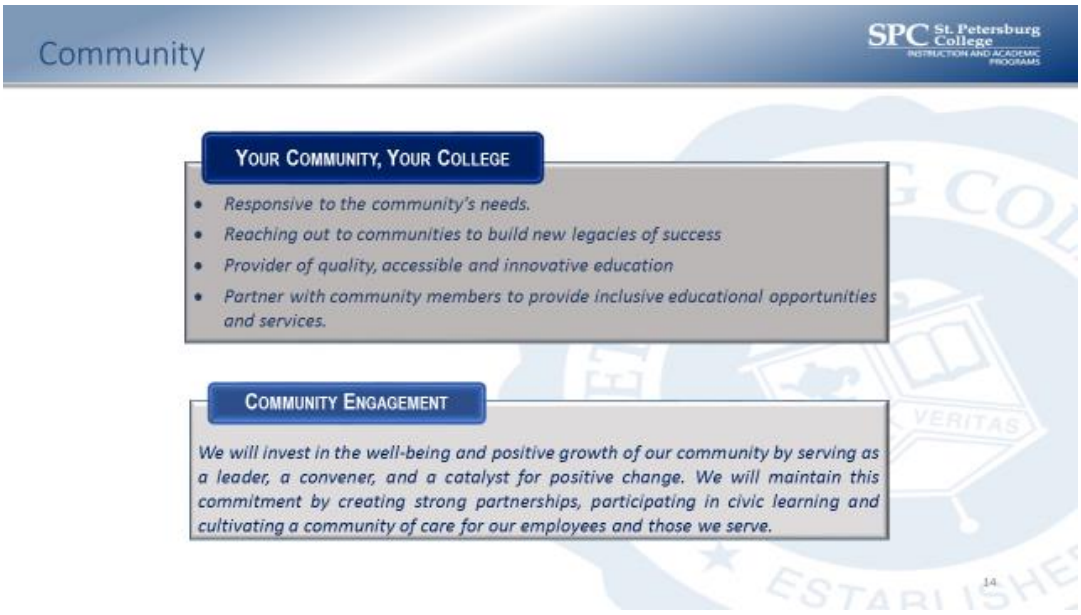
II – B.1 Interim Dean of Allied Health Sciences

Interim Dean, Allied Health Sciences

SPC St. Petersburg College
INSTRUCTION AND ACADEMIC PROGRAMS

Starting January 8, 2018, Dr. Katherine Woods will serve as the Interim Dean for Allied Health Sciences within the College of Health Sciences. She will oversee the AS Health Sciences, Health Information Technology, BAS Dental Hygiene, and Health Services Administration. Dr. Woods has worked with SPC since 1994 when she began her internship towards her Master's in Public Health degree from USF. She earned her PhD in Higher Education Administration and Leadership from Barry University. This is her 20th year as a full-time instructor in the AS Dental Hygiene Program and is an adjunct instructor in the BAS-HSA Program. Dr. Woods previously served as interim Dean for the College of Health Sciences and she has served SPC on various committees and in many capacities, most recently as Academic Chair in Dental Hygiene. Her many community involvements include being a Clinical Director for Special Olympics and volunteering for Stand Down for Veterans.

VI – A.1 Recap Strategic Priorities



Education Atmosphere

SPC St. Petersburg College
INSTRUCTION AND ACADEMIC PROGRAMS

COLLEGIATE CULTURE

- *Engaging students, employees, and the community in a full spectrum of Titan experiences that builds pride and a connection to the college and creates an invested community.*
- *Helping students, employees, and the community to make meaningful connections to the college.*
- *Creating a collaborative educational environment which provides academic excellence, consistent delivery of quality services, and a community of care in a supportive and engaging culture.*

ACADEMIC EXCELLENCE

We will provide a high-quality education for our students by creating an innovative and engaging learning environment within a supportive, collegial culture.

15

Economic

SPC St. Petersburg College
INSTRUCTION AND ACADEMIC PROGRAMS

ECONOMIC OPPORTUNITY

- *One College, putting our students and communities to work by meeting the needs of business and industry.*
- *The college will be a mechanism for change by preparing students to be ready for employment that will allow for economic success and generational transformation.*

ECONOMIC MOBILITY

We will provide opportunities for our students to be prepared for high-wage, high-need careers and professional growth, which will contribute to their economic success and improve the quality of life within our community as well as assist in ending generational cycles of poverty.

16

St. Petersburg College
SPC

Vision & Commitment

Your Community, Your College

- *Responsive to the community's needs.*
- *Reaching out to communities to build new legacies of success*
- *Provider of quality, accessible and innovative education*
- *Partner with community members to provide inclusive educational opportunities and services.*

Community Engagement

We will invest in the well-being and positive growth of our community by serving as a leader, a convener, and a catalyst for positive change. We will maintain this commitment by creating strong partnerships, participating in civic learning and cultivating a community of care for our employees and those we serve.

Collegiate Culture

- *Engaging students, employees, and the community in a full spectrum of Titan experiences that builds pride and a connection to the college and creates an invested community.*
- *Helping students, employees, and the community to make meaningful connections to the college.*
- *Creating a collaborative educational environment which provides academic excellence, consistent delivery of quality services, and a community of care in a supportive and engaging culture.*

Academic Excellence

We will provide a high-quality education for our students by creating an innovative and engaging learning environment within a supportive, collegial culture.

Economic Opportunity

- *One College, putting our students and communities to work by meeting the needs of business and industry.*
- *The college will be a mechanism for change by preparing students to be ready for employment that will allow for economic success and generational transformation.*

Economic Mobility

We will provide opportunities for our students to be prepared for high-wage, high-need careers and professional growth, which will contribute to their economic success and improve the quality of life within our community as well as assist in ending generational cycles of poverty.

Spring 2018 Enrollment Summary

Board of Trustees Meeting

January 16, 2018

2017-18 Budget

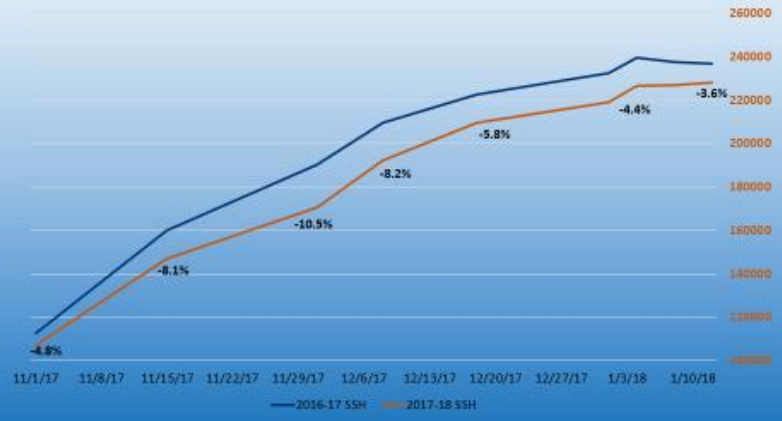
- We budgeted for a 3.5% decrease in enrollment
- We ended the fall term at -2.9% from prior fall a a gain of .6% from what we budgeted.

Fall 2016 SSH	Fall 2017 SSH	Difference
250,014	242,716	-2.9%

19

St. Petersburg College
SPC

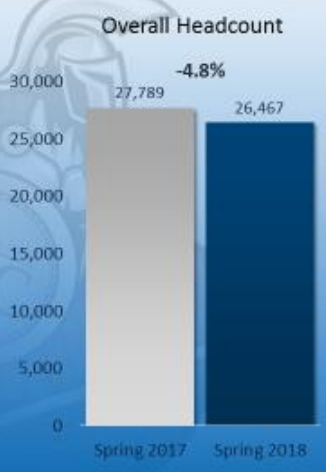
SSH Trend Line



20

St. Petersburg College
SPC

Overall Enrollment

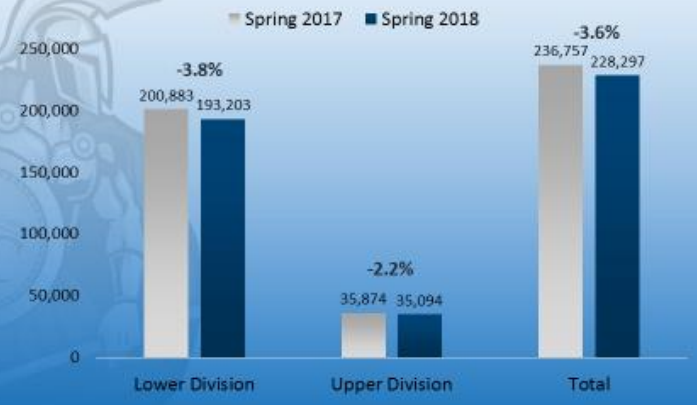


21

Note: Enrollment less Open Campus
Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018

St. Petersburg College
SPC

Student Semester Hours



22

Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018

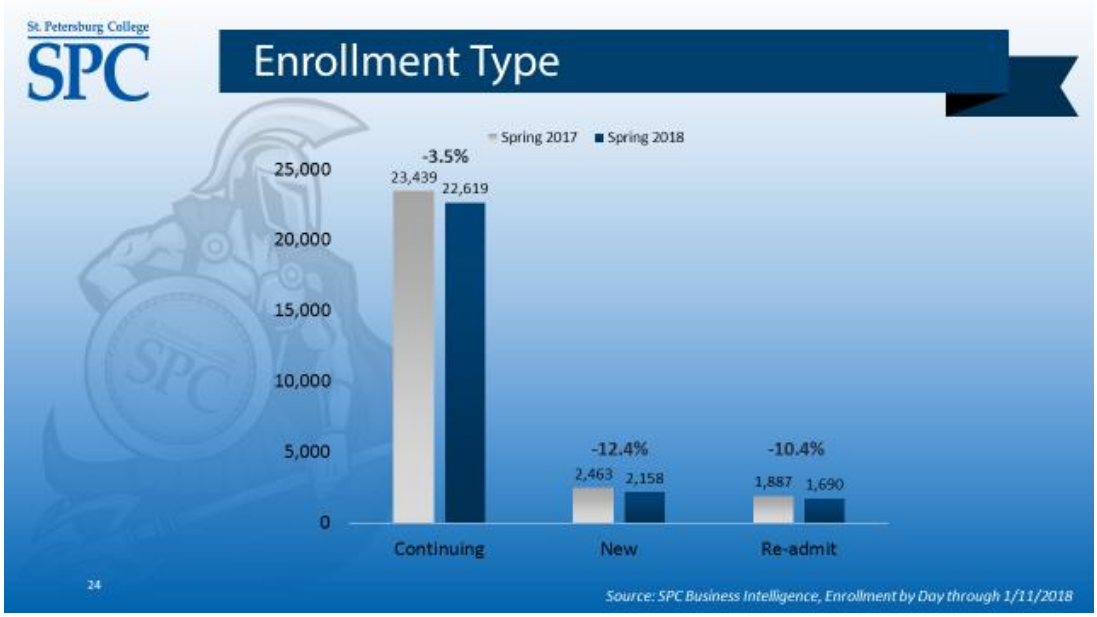
St. Petersburg College
SPC

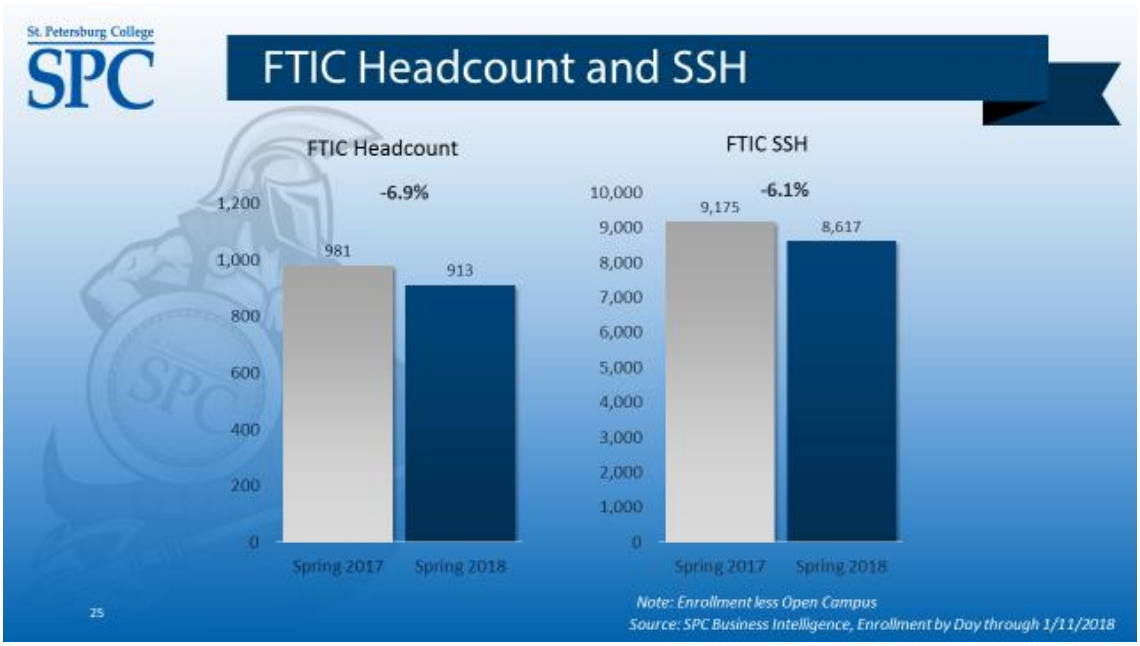
Baccalaureate SSH

College/Department	2017	2018	%
School of Policy, Ethics, and Legal Studies	2,193	2,643	20.5%
College of Health Sciences	2,473	2,828	14.4%
College of Education	4,617	4,938	7.0%
College of Business	12,972	12,813	-1.2%
College of Public Safety Admin	2,857	2,664	-6.8%
Computer Information & Technology	2,736	2,541	-7.1%
Biology	1,403	1,231	-12.3%
School of Veterinary Technology	1,006	854	-15.1%
College of Nursing	5,200	4,387	-15.6%

23

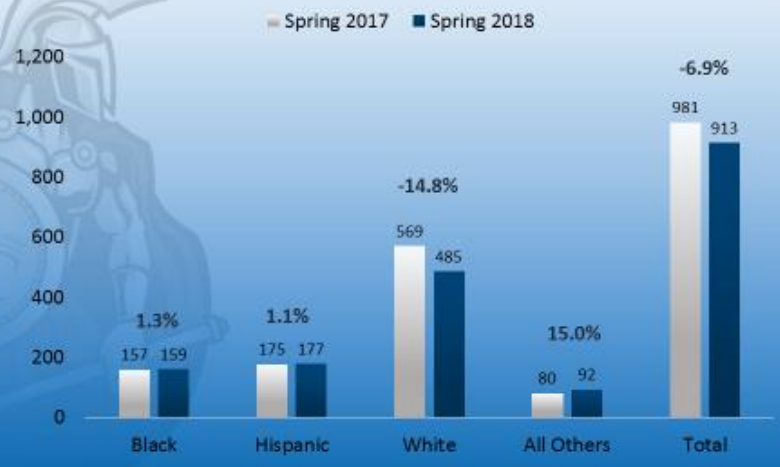
Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018


St. Petersburg College
SPC
Enrollment Type
Spring 2017
Spring 2018
25,000
20,000
15,000
10,000
5,000
0
23,439
22,619
-3.5%
2,463
2,158
-12.4%
1,887
1,690
-10.4%
Continuing
New
Re-admit
24
Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018


St. Petersburg College
SPC
FTIC Headcount and SSH
FTIC Headcount
1,200
1,000
800
600
400
200
0
981
913
-6.9%
Spring 2017
Spring 2018
FTIC SSH
10,000
9,000
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
0
9,175
8,617
-6.1%
Spring 2017
Spring 2018
25
Note: Enrollment less Open Campus
Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018

St. Petersburg College
SPC

FTIC Ethnicity

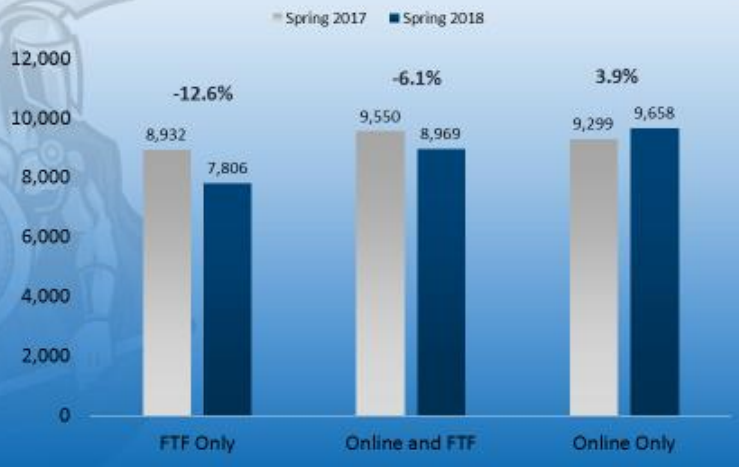


26

Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018

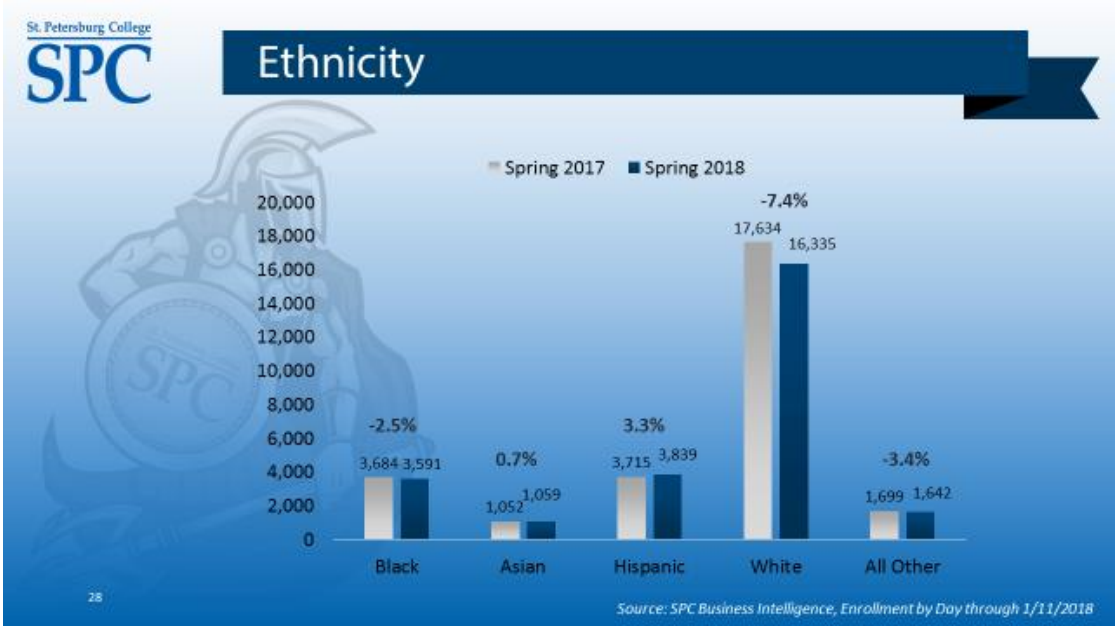
St. Petersburg College
SPC

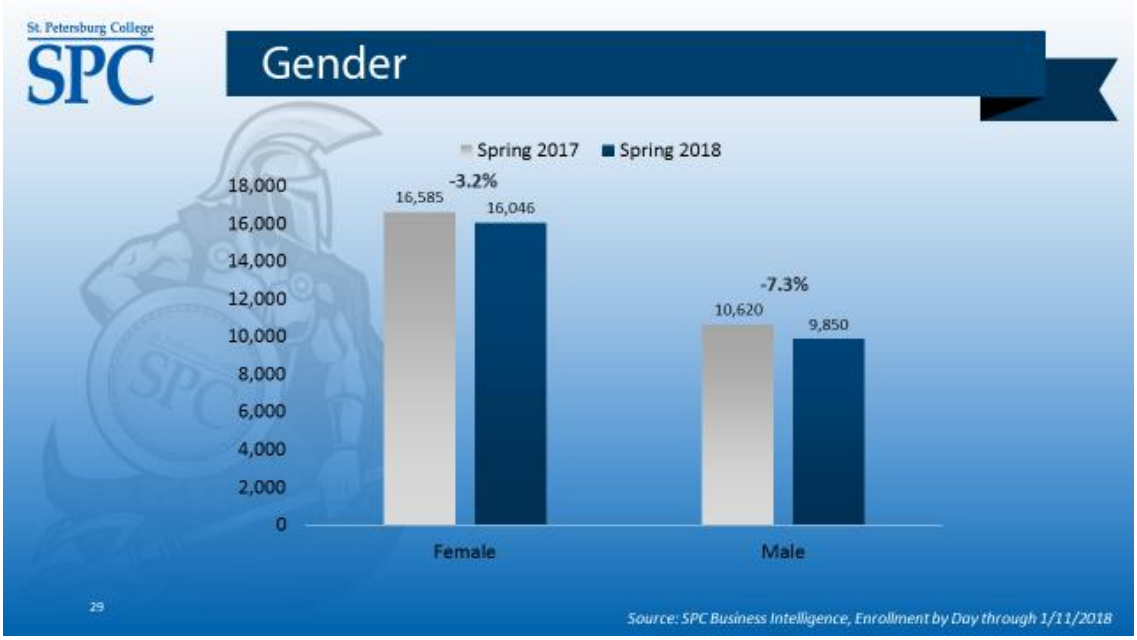
Enrollment by Modality

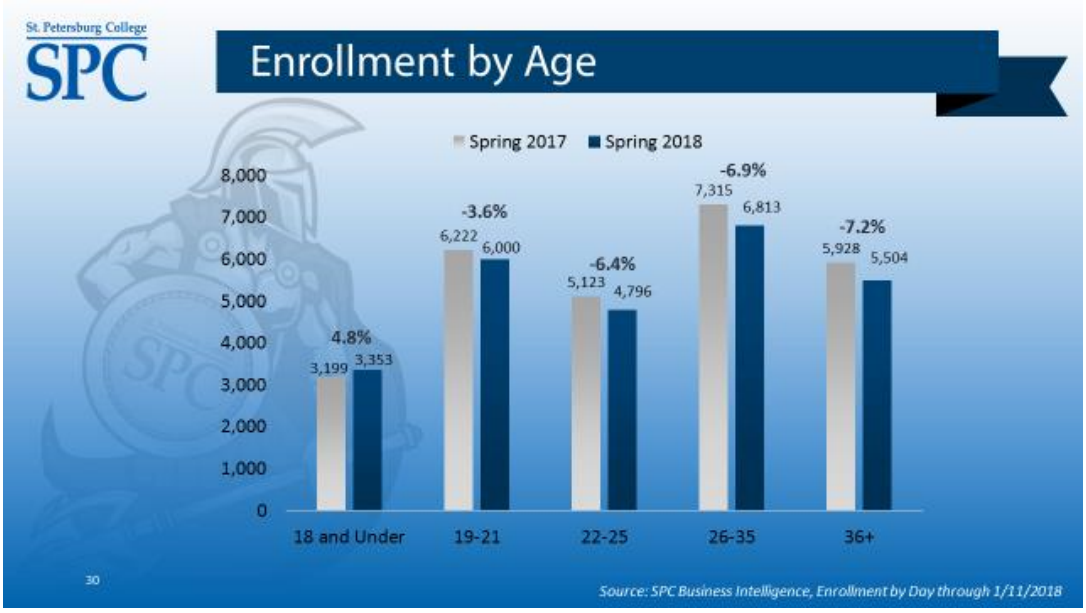


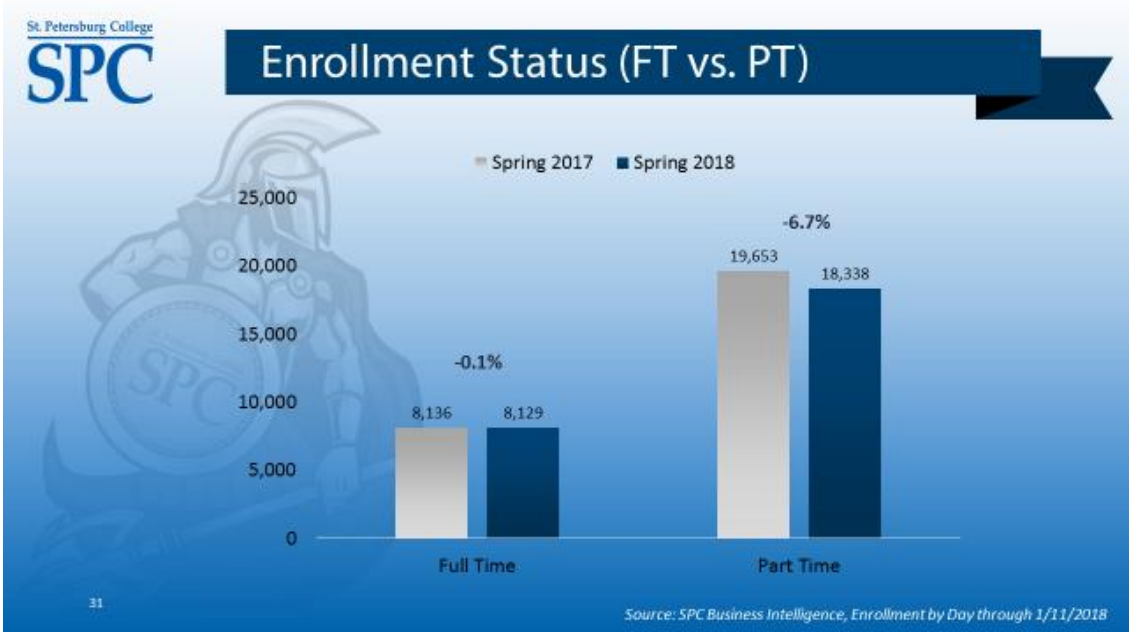
27

Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018


St. Petersburg College
SPC
Ethnicity
Spring 2017
Spring 2018
20,000
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
0
-2.5%
3,684
3,591
0.7%
1,052
1,059
3.3%
3,715
3,839
-7.4%
17,634
16,335
-3.4%
1,699
1,642
Black
Asian
Hispanic
White
All Other
28
Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018


St. Petersburg College
SPC
Gender
Spring 2017
Spring 2018
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
0
-3.2%
16,585
16,046
-7.3%
10,620
9,850
Female
Male
29
Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018


St. Petersburg College
SPC
Enrollment by Age
Spring 2017
Spring 2018
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
0
4.8%
3,199
3,353
-3.6%
6,222
6,000
-6.4%
5,123
4,796
-6.9%
7,315
6,813
-7.2%
5,928
5,504
18 and Under
19-21
22-25
26-35
36+
30
Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018


St. Petersburg College
SPC
Enrollment Status (FT vs. PT)
Spring 2017
Spring 2018
25,000
20,000
15,000
10,000
5,000
0
-0.1%
8,136
8,129
-6.7%
19,653
18,338
Full Time
Part Time
31
Source: SPC Business Intelligence, Enrollment by Day through 1/11/2018

St. Petersburg College SPC

FTIC Fall to Spring Persistence

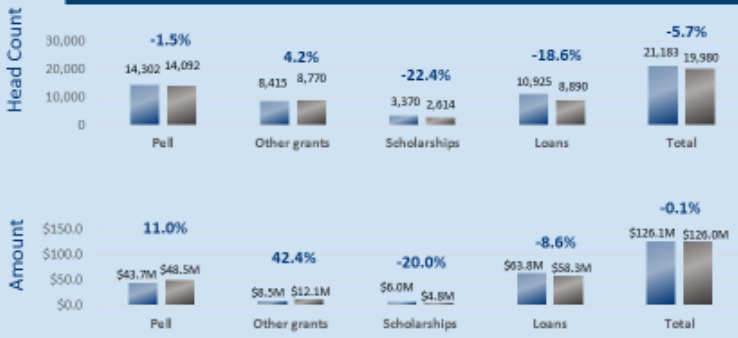
# Enrolled Fall		# Enrolled Spring		Persistence Rate
Fall 2016	3,211	Spring 2017	2,539	79.1%
Fall 2017	3,366	Spring 2018	2,719	80.8%

32

Source: BI, Cohort Retention by Term > Overall Enrollment by Cohort data through 1/8/18

St. Petersburg College SPC

Financial Aid – By the Numbers



- 2016-17 data includes fall, spring and summer terms, 2017-18 data includes fall and spring terms.
- Grant increase (42.4%) due to increased Student Assistance Grant allocation. Scholarships (- 20%) does not include Summer term
- Loan counseling initiatives have resulted in a lower count of students who are borrowing

St. Petersburg College
SPC

Noteworthy Observations

- Overall SSH -3.6%; Overall Headcount -4.8%
- Baccalaureate SSH -2.2%
- In last 40 days closed gap from -10.5% to -3.6%
- FTIC enrollment is -6.1%
- FTIC African American students is up 1.3%
- Upper Division enrollment gains in:
  - Policy, Ethics and Legal Studies +20.5%
  - Health Sciences +14.4%
  - Education +7.0%
- Online enrollment up 3.9% headcount and 2.7% SSH
- White students down -7.4%
- Growth in ages 18 and under of 4.8%; all other age groups down
- 1.7% increase in Fall to Spring persistence of FTIC students

34

St. Petersburg College
SPC

Next Steps

- Strategic Workforce Forums with the Provosts and Deans on 12/4 reviewed the Targeted Occupations within our region and are developing and/or exploring the following programs:

✓ • Elementary Education Online (Fall 2017)
✓ • Education Studies and Community Leadership Online (Fall 2017)
• Expansion of EMT (Tarpon Springs) – need funding source
✓ • 911 Dispatchers Program (PSAV) – Begins January 22
• Mechatronics (embedded in Engineering Technology)
  • Robotics and Simulation Technician (embedded in Electronics Engineering Technology)
• Lineman Apprenticeship under discussion with Duke Energy
• Sports Management sub-plan for BAS in Management (Fall 2018)
• Exploring School of Financial Services in College of Business

35

St. Petersburg College SPC

Next Steps

1. Consider External Consultants to:
   - Review Class Schedule in light of Facility Footprint Report
   - Review our Onboarding and Registration Process
2. Pilot new 10-Week Spring Session at SPG
3. Academic Pathway articulation with Pinellas Technical College and PCS HS students
4. Review Program Offerings leading to livable wage jobs
5. With recent NSF grant, expand our STEM related AA transfer services (Bridge to Baccalaureate)

36

St. Petersburg College SPC

Questions

37

St. Petersburg College
SPC

Fall 2017 Course Success Rates

Board of Trustees Meeting
January 16, 2018

St. Petersburg College
SPC

The Course Success Rate is the number of A, B, and C letter grades divided by the overall number of grades.

A, B, C
A, B, C, D, F, W, WF, I

All Students	Number of Grades	Success Rate
Fall 2015	92,431	78.8%
Fall 2016	87,369	77.8%
Fall 2017	84,052	78.1%

Note: Excludes Pass/Fail Grading basis courses and audits
Note: Success rates exclude Pass/Fail Grading basis courses and audits.

Course Success Rates

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 5, 2018.

40

St. Petersburg College
SPC

Fall 2016 to Fall 2017 decrease in the number of course withdrawals.

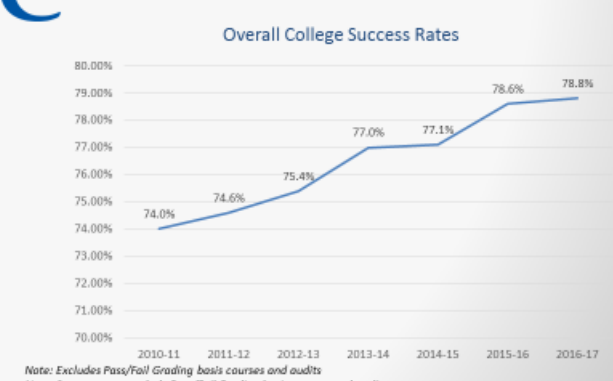
Fall 2016	Fall 2017	YOY % Change
5,460	4,932	-9.7%

Course Withdrawals

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 8, 2018.

41

St. Petersburg College
SPC



Note: Excludes Pass/Fail Grading basis courses and audits
Note: Success rates exclude Pass/Fail Grading basis courses and audits.

Course Success Rates Trend

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 5, 2018.

42

St. Petersburg C
SP

	Fall 2015	Fall 2016	Fall 2017	Two Year Diff	One Year Diff
All Students	78.8%	77.8%	78.1%	-0.7%	0.3%
Gender					
Male	76.8%	75.2%	75.5%	-1.3%	0.3%
Female	80.1%	79.7%	79.8%	-3.0%	0.1%
Ethnicity					
Black/African American	66.7%	66.8%	66.5%	-0.2%	-0.3%
Hispanic/Latino	77.5%	76.4%	76.4%	-1.1%	0.0%
White	80.9%	80.0%	80.4%	-0.5%	0.4%
Male/Ethnicity					
Black/African American Male	64.5%	65.3%	62.7%	-1.8%	-2.6%
Hispanic/Latino Male	74.3%	73.6%	74.5%	0.2%	0.9%
White Male	78.8%	76.7%	77.4%	-1.4%	0.7%

Note: Success rates exclude Pass/Fail Grading basis courses and audits.

Overall Student Comparison

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 5, 2018.

An Achieving the Dream Institution

43

St. Petersburg C
SP

	Fall 2015	Fall 2016	Fall 2017	Two Year Diff	One Year Diff
FTIC Students	71.6%	68.2%	69.0%	-2.6%	0.8%
Gender					
Male	66.7%	63.7%	64.6%	-2.1%	0.9%
Female	75.5%	72.3%	72.7%	-2.8%	0.4%
Ethnicity					
Black/African American	58.1%	54.0%	55.6%	-2.5%	1.6%
Hispanic/Latino	68.9%	67.1%	69.9%	1.0%	2.8%
White	74.4%	70.9%	71.3%	-3.1%	0.4%
Male/Ethnicity					
Black/African American Male	54.8%	48.9%	49.0%	-5.8%	0.1%
Hispanic/Latino Male	61.8%	62.2%	64.8%	3.0%	2.6%
White Male	69.5%	66.4%	66.5%	-3.0%	0.1%

Note: Success rates exclude Pass/Fail Grading basis courses and audits. FTIC refers to students who are First-Time-in-College (FTIC).

FTIC Comparison

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 5, 2018.

An Achieving the Dream Institution

44

St. Petersburg C
SPC

	Fall 2016	Fall 2017	Diff
FTIC Students	63.3%	60.8%	-2.5%
Gender			
Male	63.3%	56.1%	-7.2%
Female	63.9%	65.0%	1.1%
Ethnicity			
Black/African American	56.6%	51.4%	-5.2%
Hispanic/Latino	60.8%	59.7%	-1.1%
White	66.6%	66.7%	0.1%
Male/Ethnicity			
Black/African American Male	59.4%	44.9%	-14.5%
Hispanic/Latino Male	62.2%	58.0%	-4.2%
White Male	66.8%	61.4%	-5.4%

Note: Success rates exclude Pass/Fail Grading basis courses and audits. FTIC refers to students who are First-Time-in-College (FTIC).

FTIC Developmental Courses

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 5, 2018.

An Achieving the Dream Institution

45

St. Petersburg C
SPC

	Fall 2016	Fall 2017	Diff
FTIC Students	64.0%	65.3%	1.3%
Gender			
Male	57.9%	61.0%	3.1%
Female	69.6%	68.6%	-1.0%
Ethnicity			
Black/African American	51.6%	55.4%	3.8%
Hispanic/Latino	64.0%	65.9%	1.9%
White	66.4%	67.3%	0.9%
Male/Ethnicity			
Black/African American Male	44.4%	50.0%	5.6%
Hispanic/Latino Male	58.0%	61.1%	3.1%
White Male	59.7%	62.7%	3.0%

Note: Success rates exclude Pass/Fail Grading basis courses and audits. FTIC refers to students who are First-Time-in-College (FTIC).

FTIC Gateway Courses

Source: Pulse Business Intelligence System, Campus Success Rates dashboard, Data extracted January 5, 2018.

An Achieving the Dream Institution

46

St. Petersburg College
SPC

- Have a 'choice' regarding taking a placement test or participating in Dev Ed courses.
- Evaluated using a prediction model based on prior performance.
- Provided a *Likely College Ready*, *Dev Ed Recommended*, or *Dev Ed Strongly Recommended* prediction in each developmental education area.

Flexible Placement Students

47

St. Petersburg College
SPC

Courses	All FTIC Students	Likely College Ready	Dev Ed Recommend	Dev Ed Strongly Recommend
Math Recommendations			23.6%	26.5%
MAT 1033 and MAT 1100	59.8%	64.4% (634)	50.2% (331)	42.2% (225)
Developmental Ed Courses	54.4%	63.0% (27)	50.0% (102)	42.0% (81)
Writing Recommendations			14.8%	15.1%
ENC 1101	65.6%	69.7% (1032)	51.4% (259)	48.5% (237)
Developmental Ed Courses	68.8%	88.2% (34)	66.7% (45)	57.1% (42)
Reading Recommendations			6.7%	4.3%
ENC 1101	65.6%	69.2% (998)	54.2% (264)	50.0% (266)
Developmental Ed Courses	67.2%	90.9% (11)	63.2% (19)	25.0% (12)

Note: Success rates exclude Pass/Fail Grading basis courses and audits.

Course Success by Recommendation

Source: Pulse Business Intelligence System , College Experience Outcomes Dashboard, Data extracted December 18, 2017, 4:25 PM.

48

St. Petersburg College
SPC

- The overall college has increased 0.3% this Fall and 4.8% since 2010-11.
- The overall college has decreased the number of course withdrawals by nearly -10% compared to last Fall.
- FTIC students had a 0.8% increase this last Fall.
- FTIC students had a 2.5% decrease in Developmental Education Course Success Rates (Female students were the exception, +1.1%).
- FTIC students had a 1.3% increase in Gateway Course Success Rates (African American Male students led the way, +5.6%).
- In most cases, Flex Placement Students perform better or the same when taking the college recommended Dev Ed course.

Noteworthy Observations

An Achieving the Dream Institution

49

St. Petersburg College
SPC

Questions?

An Achieving the Dream Institution

St. Petersburg College
Board of Trustees
Budget Report as of December 31, 2017

Janette Hunt
January 16, 2018

St. Petersburg College
SPC

SPC St. Petersburg College

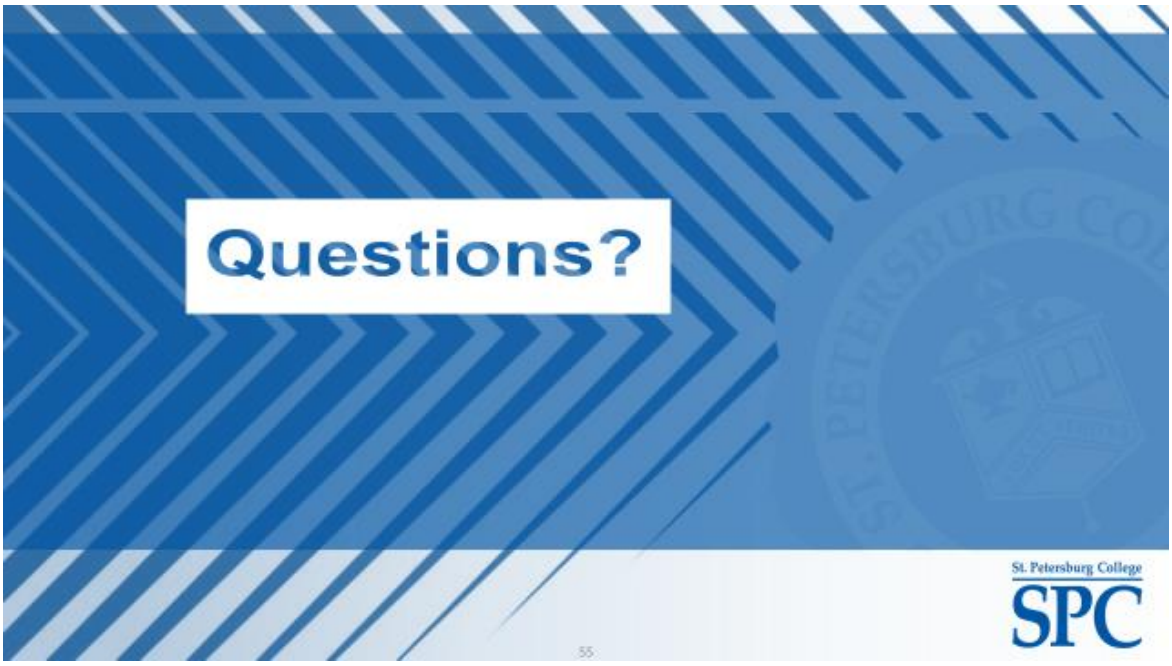
Report as of December 31, 2017

	Prior Year Budget	Prior Year Actual	Prior Year %	Budget	Actual	% of YTD
Revenue						
Student Tuition & Fees	$ 68,364,047	$ 51,391,045	75.2%	$ 61,246,719	$ 49,536,719	80.9%
State Funding	$ 72,320,423	$ 27,204,659	37.6%	$ 71,793,706	$ 27,945,646	38.9%
Other Revenues	$ 5,397,200	$ 2,895,346	53.6%	$ 5,609,289	$ 2,654,572	47.3%
Fund Transfers In	$ 3,556,839	$ 358,500	10.1%	$ 3,782,619	$ 2,516,462	66.5%
Reserves	$ 4,464,452	$ -	0.0%	$ 1,825,000	$ -	0.0%
Total Revenue	$ 154,102,961	$ 81,849,550	53.1%	$ 144,257,333	$ 82,653,398	57.3%

SPC St. Petersburg College

Report as of December 31, 2017

	Prior Year Budget	Prior Year Actual	Prior Year %	Budget	Actual	% of YTD
Personnel & Benefits						
Faculty	$ 28,980,411	$ 13,979,927	48.2%	$ 26,776,489	$ 13,620,133	50.9%
Administrative & Professional	$ 26,069,342	$ 12,781,816	49.0%	$ 24,251,689	$ 12,426,528	51.2%
Career Service (includes OT)	$ 22,059,113	$ 9,687,330	43.9%	$ 19,951,011	$ 9,252,998	46.4%
Adjunct/Supplemental	$ 14,341,325	$ 7,138,958	49.8%	$ 13,549,064	$ 6,838,473	50.5%
Other Personal Services (OPS)	$ 2,896,867	$ 1,208,629	41.7%	$ 2,041,007	$ 899,195	44.1%
Student Assistants	$ 428,000	$ 127,162	29.7%	$ 428,000	$ 197,012	46.0%
Health Insurance	$ 11,854,771	$ 7,073,437	59.7%	$ 14,931,773	$ 7,599,157	50.9%
Other Benefits	$ 11,700,630	$ 6,403,614	54.7%	$ 11,280,323	$ 5,710,928	50.6%
Total Personnel & Benefits	$ 118,330,460	$ 58,400,872	49.4%	$ 113,209,356	$ 56,544,424	49.9%
Current Expense						
Total Current Expense	$ 32,341,920	$ 13,716,531	42.4%	$ 28,278,499	$ 12,045,396	42.6%
Capital						
Total Capital	$ 3,430,581	$ 1,207,267	35.2%	$ 2,769,478	$ 1,166,777	42.1%
Total Operating	$ 154,102,961	$ 73,324,670	47.6%	$ 144,257,333	$ 69,756,597	48.4%
Balance	$ -	$ 8,524,879		$ -	$ 12,896,801	



St. Petersburg College
Budget Report
As of December 31, 2017

	Prior Year Budget	Prior Year Actual	Prior Year %	Budget	Actual	% of YTD
Revenue						
Student Tuition & Out-of-State Fees	$ 56,560,516	$ 43,210,265	76.4%	$ 50,887,002	$ 41,444,350	81.4%
State Appropriation - FCS	$ 51,695,712	$ 25,987,068	50.3%	$ 53,548,581	$ 26,774,290	50.0%
State Appropriation - Lottery	$ 16,693,508	$ -	0.0%	$ 14,231,049	$ -	0.0%
Performance Funding	$ 3,652,774	$ 1,217,591	33.3%	$ 3,514,076	$ 1,171,356	33.3%
Operating Cost for New Facilities	$ 128,429	$ -	0.0%	$ -	$ -	0.0%
Learning Support Access Fee	$ 1,834,042	$ 1,332,499	72.7%	$ 1,639,890	$ 1,264,050	77.1%
Distance Learning Fee	$ 3,814,485	$ 2,868,034	75.2%	$ 3,526,830	$ 2,895,226	82.1%
Technology Fee	$ 2,818,596	$ 2,105,270	74.7%	$ 2,508,569	$ 2,011,489	80.2%
Lab Revenue Fees	$ 1,714,401	$ 1,458,353	85.1%	$ 1,592,067	$ 1,529,379	96.1%
Industry Certifications	$ 150,000	$ -	0.0%	$ 500,000	$ -	0.0%
Other Revenues	$ 5,397,200	$ 2,895,346	53.6%	$ 5,609,289	$ 2,654,572	47.3%
Other Student Fees	$ 1,622,007	$ 416,625	25.7%	$ 1,092,361	$ 392,224	35.9%
Fund Transfers In	$ 3,556,839	$ 358,500	10.1%	$ 3,782,619	$ 2,516,462	66.5%
Reserve	$ 4,464,452	$ -	0.0%	$ 1,825,000	$ -	0.0%
Total Revenue	$ 154,102,961	$ 81,849,550	53.1%	$ 144,257,333	$ 82,653,398	57.3%

	Prior Year Budget	Prior Year Actual	Prior Year %	Budget	Actual	% of YTD
Personnel & Benefits						
Instructional/Faculty-Full time	$ 28,980,411	$ 13,979,927	48.2%	$ 26,776,489	$ 13,620,133	50.9%
Administrative & Professional	$ 26,069,342	$ 12,781,816	49.0%	$ 24,251,689	$ 12,426,528	51.2%
Career Service (includes OT)	$ 22,059,113	$ 9,687,330	43.9%	$ 19,951,011	$ 9,252,998	46.4%
Adjunct/Supplemental	$ 14,341,325	$ 7,138,958	49.8%	$ 13,549,064	$ 6,838,473	50.5%
Other Personal Services (OPS)	$ 2,896,867	$ 1,208,629	41.7%	$ 2,041,007	$ 899,195	44.1%
Student Assistants	$ 428,000	$ 127,162	29.7%	$ 428,000	$ 197,012	46.0%
Health Insurance	$ 11,854,771	$ 7,073,437	59.7%	$ 14,931,773	$ 7,599,157	50.9%
Other Benefits	$ 11,700,630	$ 6,403,614	54.7%	$ 11,280,323	$ 5,710,928	50.6%
Total Personnel & Benefits	$ 118,330,460	$ 58,400,872	49.4%	$ 113,209,356	$ 56,544,424	49.9%
Current Expense						
Travel	$ 629,676	$ 356,238	56.6%	$ 311,583	$ 163,246	52.4%
Repairs & Maint	$ 872,674	$ 449,601	51.5%	$ 886,195	$ 418,602	47.2%
Rental/Leases	$ 445,340	$ 4,215	0.9%	$ 140,050	$ (15,836)	-11.3%
Insurance (Non Health)	$ 1,708,272	$ 1,102,026	64.5%	$ 1,758,611	$ 1,273,605	72.4%
Utilities	$ 5,800,000	$ 2,455,064	42.3%	$ 5,260,407	$ 2,554,008	48.6%
Services and Fees	$ 7,734,988	$ 2,729,468	35.3%	$ 6,033,319	$ 2,342,069	38.8%
Scholarships/Fee Waivers	$ 1,559,895	$ 1,711,358	109.7%	$ 2,423,463	$ 1,447,289	59.7%
Materials and Supplies	$ 5,928,526	$ 2,344,049	39.5%	$ 4,476,333	$ 1,534,124	34.3%
Tech Expense/Licensing	$ 2,805,757	$ 1,522,609	54.3%	$ 2,594,386	$ 1,383,617	53.3%
Bad Debt/Unemployment	$ 1,147,782	$ 3,638	0.3%	$ 1,003,810	$ (45,400)	-4.5%
Other Current Expense	$ 3,709,010	$ 1,038,265	28.0%	$ 3,390,342	$ 990,072	29.2%
Total Current Expense	$ 32,341,920	$ 13,716,531	42.4%	$ 28,278,499	$ 12,045,396	42.6%
Capital						
Computer Refresh Leases	$ 2,904,221	$ 1,088,311	37.5%	$ 2,379,879	$ 1,041,315	43.8%
Capital Purchases	$ 526,360	$ 118,956	22.6%	$ 389,599	$ 125,461	32.2%
Total Capital	$ 3,430,581	$ 1,207,267	35.2%	$ 2,769,478	$ 1,166,777	42.1%
Total Operating	$ 154,102,961	$ 73,324,670	47.6%	$ 144,257,333	$ 69,756,597	48.4%
Balance	**$ -**	**$ 8,524,879**		**$ -**	**$ 12,896,801**	

Agenda Item VI - D.1a

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: 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**
McAllister, Dennis L	Assessment Director	College of Education TS	11/27/2017 - 6/30/2018
Reiter, Gildred B	Career & Academic Advisor	Provost Office SE	12/05/2017 - 6/30/2018
Seiter, Sondra P	Career Outreach Specialist	Workforce/Professnl Developmnt EPI	11/13/2017 - 6/30/2018

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	**Title**	**Department/Location**	**Effective Date**
Hunt, Janette N	AVP, Budgeting & Compliance	Budgeting & Compliance DO	12/18/2017 - 6/30/2018
Ramos, Elian E	Career & Academic Advisor	Counseling & Advisement CL	01/08/2018 - 6/30/2018
Taylor, Giovanna A	Program Director I, Health Prg	Nursing CE EPI	11/27/2017 - 6/30/2018
Griffith, Tashika O	Associate Provost	SPC-Downtown DT	01/02/2018 - 6/30/2018

HIRE Faculty			
Name	**Title**	**Department/Location**	**Effective Date**
Serino, Paul P	Faculty	Emergency Medical Services HEC	01/02/2018 - 7/20/2018

TRANSFER/PROMOTION Faculty			
Name	**Title**	**Department/Location**	**Effective Date**
Clinton, Tyrone	Chair, Natural Science	Natural Science CL	01/02/2018 - 7/31/2018
Appleton, Anthony L	Faculty	Natural Science SPG	01/02/2018 - 7/20/2018
Harper-Judd, Jill A	(Interim) Chair, NaturalScience	Natural Science SPG	01/02/2018 - 7/31/2018

HIRE Budgeted Career Service			
Name	**Title**	**Department/Location**	**Effective Date**
Poulin, Caroline	Sr InstructionalSupportSpeclst	Accessibility Services/OSSD SPG	11/06/17
Kelly, Sean E	Sr Security Officer	Campus Security SPG	11/13/2017
Wallace, Robert A	Instructional Supp Specialist	Learning Resources SE	11/27/2017
Rohan, Andrew	Instructional Supp Specialist	Learning Resources TS	01/08/18

TRANSFER/PROMOTION Budgeted Career Service			
Name	**Title**	**Department/Location**	**Effective Date**
Royal, Rickie M	Sr Administrative Svcs Assist	Accessibility Services/OSSD SPG	01/06/18
Ford, Joseph A	Security Officer	Campus Security SPG	11/4/2017
Pellerin, Sherry A	Administrative Svcs Specialist	Student Activities SE	11/27/2017

HIRE Supplemental			
Name	**Title**	**Department/Location**	**Effective Date**

Franciszkiewicz, Thadine S	Faculty - supplemental	Distance Learning TV SE	1/8/2018
Middleton, Natavia	Faculty - supplemental	Natural Science SE	1/8/2018
Tingley, Anna L	Faculty - supplemental	Natural Science TS	1/8/2018
Ducey, Lawrence E	Faculty - supplemental	Social & Behavioral Science DT	1/8/2018
West, Suzanne	OPS Professional	Workforce/Professnl Developmnt EPI	10/18/2017

HIRE Temporary

Name	Title	Department/Location	Effective Date
Brunelle, Brenda L	Adjunct - Dual Enrollment	Early College/Dual Enrollment AC	1/8/2018
Mobley, Asimina T	Adjunct - Dual Enrollment	Early College/Dual Enrollment AC	1/8/2018
Cuccia, Robert	Adjunct Faculty	Communications CL	1/8/2018
Pollard, Derek	Adjunct Faculty	Communications SE	11/27/2017
Ajazi, Erida	Adjunct Faculty	Communications SPG	1/8/2018
Paris, Antonio J	Adjunct Faculty	Distance Learning TV SE	1/8/2018
Timofeeva, Olga	Adjunct Faculty	Mathematics CL	1/8/2018
Daskalakis, Daniel C	Adjunct Faculty	Natural Science CL	1/8/2018
Olney, Matthew P	Adjunct Faculty	Natural Science CL	1/8/2018
Shelley, Rickey S	Adjunct Faculty	Natural Science CL	1/8/2018
Yazdani, Noushin	Adjunct Faculty	Natural Science CL	1/8/2018
Hooker, Shari D	Adjunct Faculty	Social & Behavioral Science SE	1/8/2018
Dean, Marianne J	Adjunct Faculty, Bach	Baccalaureate Programs DO	1/8/2018
Puterbaugh, Dolores T	Adjunct Faculty, Bach	College of Education TS	1/8/2018
Gigantelli, Daniel J	OPS Career Level 1	Learning Resources TS	11/13/2017
Aydlette, Mitchell A	OPS Career Level 1	Learning Resources TS	11/27/2017
Leo, Stacie M	OPS Career Level 1	Learning Resources TS	11/13/2017
Linden, Patti J	OPS Career Level 1	Learning Resources TS	11/20/2017
Mase, Linda	OPS Career Level 1	Learning Resources TS	11/20/2017
Seckinger, Chanda J	OPS Career Level 1	Learning Resources TS	11/27/2017
Smith, Joshua T	OPS Career Level 1	Student Activities SE	1/2/2018
Anderson, Aaliyah	OPS Career Level 2	Learning Resources TS	11/13/2017
Benallal, Farah	OPS Career Level 2	Learning Resources TS	11/13/2017
Higgins, Shantel R	OPS Career Level 2	Learning Resources TS	11/13/2017
Geddings, Melissa K	OPS Career Level 2	Student Activities HEC	11/13/2017
Wiegand, Antoinette Z	OPS Career Level 4	Academic & Student Affairs CL	1/8/2018
Jones, Olivia	OPS Career Level 4	Associate Provost Office SPG	12/4/2017
Mott, Elizabeth	OPS Career Level 4	Career Connections EPI	12/11/2017
Wilmington, Roxanne R	OPS Career Level 4	Human Services HEC	12/11/2017
Avitabile-Muller, Rossella T	OPS Career Level 5	Academic & Student Affairs CL	1/8/2018
Clark, Rachael A	OPS Career Level 5	Academic & Student Affairs DO	12/11/2017
Daskalakis, Daniel C	OPS Career Level 5	Academic & Student Affairs CL	11/13/2017
Eguiluz, William E	OPS Career Level 5	Baccalaureate Programs SE	12/5/2017
Haddad, Katharine G	OPS Career Level 5	Learning Resources	10/30/2017
Haas, Eric T	OPS Career Level 5	Learning Resources DT	11/20/2017
Gant, Ernest J	OPS Career Level 5	Provost Office DT	1/16/2018
Sherman-White, Ann D	OPS Career Level 6	Associate Provost Office SPG	11/1/2017
Ball, Brandie R	Professional Trainer	Criminal Justice AC	12/11/2017
Martin Jr, Glenn L	Professional Trainer	Criminal Justice AC	10/30/2017
Pearson, Jeffrey A	Professional Trainer	Criminal Justice AC	11/6/2017
Competelli, Patrick M	Professional Trainer	Emergency Medical Services HEC	12/13/2017
Petrone, Gianluca	Professional Trainer	Fire Sciences AC	11/1/2017
Beem, Eleanor E	Professional Trainer	Workforce/Professnl Developmnt EPI	11/6/2017

TRAVEL OUTSIDE THE CONTINENTAL UNITED STATES

Name	Title	Department/Location	Effective Date
Brzezinski, Sara	Instructor	Social Sciences	05/05/2018 - 05/26/2018

Destination: Copan, Honduras

The purpose of this trip is to lead SPC students on a study abroad program to Copan, Honduras. A total of ten (10) students are enrolled in the program and will receive credit in either BSC 2362 (Tropical Ecology) or CLP 2140 (Abnormal Psychology). The College will benefit by providing an educational opportunity for students to earn college credits while providing a cultural experience through the study abroad program.

Estimated cost to the College not to exceed $445.41.

Felos, Kimberley	Instructor	Fine Arts	03/02/2018 - 03/09/2018

Destination: India

The purpose of this trip is to provide a professional devleopment opportunity for the instuctuor through travel to New Delhi, the Taj Mahal and Varanasi (Ganges River) in India. The travel will provide the opportunity to increase knowledge of the history, art, culture, and religions of India. The College will benefit by the instructors knowledge in Hinduism, Buddhism and Islam and cultural experiences in India which will be imparted to students through the various Humanities courses taught by Professor Felos.

Estimated cost to the College not to exceed $1,500.00.

Agenda Item VII – A.1

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President

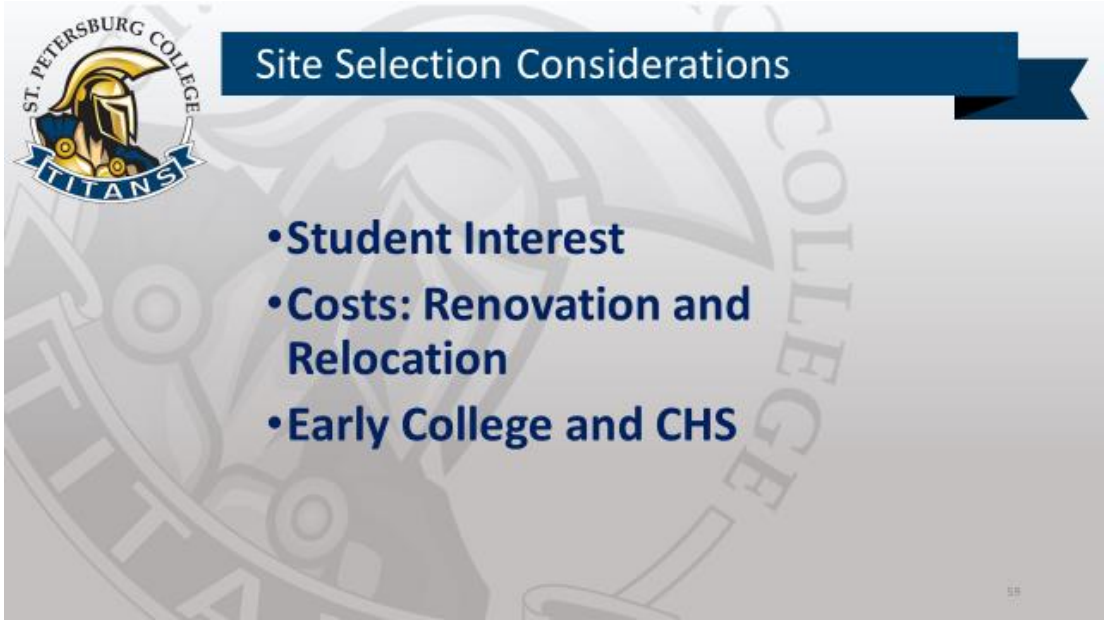
SUBJECT: Collegiate High School North Pinellas Site

Approval is sought to select the location of St. Petersburg Collegiate High School in North Pinellas County.

St. Petersburg Collegiate High School will be submitting a High Performing Model School Replication Application to the Pinellas County School Board Charter School Office on February 1, 2018 which requires the location of the school to be determined.

Anne Cooper, Senior Vice President, Instructional and Academic Programs, recommends approval.

CHS Replication Site Selection
Campus Options
Clearwater or
Tarpon Springs
ST. PETERSBURG COLLEGE
TITANS


ST. PETERSBURG COLLEGE
TITANS
Site Selection Considerations
•Student Interest
•Costs: Renovation and Relocation
•Early College and CHS

Collegiate High School Interest Data

SPCHS 2017 Information Session Attendance Data

378 students attended from 27 schools

South County	Mid-County	North County	Home/Virtual
188	112	66	12

SPCHS North Pinellas Student Residence Data

Year	Clearwater	Dunedin	Palm Harbor	Safety Harbor	Tarpon Springs
2017 Enrolled	12	1	7	1	1
2018 Info. Session	37	8	19	0	2

60

CHS, Early College and Early Admissions Data

2017 North Pinellas Students on SPCHS Wait-list

Clearwater	Dunedin	Palm Harbor	Safety Harbor
9	4	7	5

2017 Early College Program Wait-list Data

Clearwater Campus	Tarpon Springs Campus	Seminole Campus
41	21	20

2017 Early Admissions Program Wait-list Data

Clearwater Campus	Tarpon Springs Campus	Seminole Campus
6	4	0

Site Comparison

- **Clearwater Campus**
  - **Potential Advantages**
    - Renovation costs the same as Tarpon
    - Building layout is more conducive
    - Arts Programs
    - More clubs and college events
    - Good drop off/pick-up location
  - **Potential Disadvantages**
    - Relocation of 8 offices and 2 classrooms

Site Comparison

- **Tarpon Springs Campus**
  - **Potential Advantages**
    - Renovation costs the same as Clearwater
    - Good drop off/pick-up location
  - **Potential Disadvantages**
    - Relocation of 6 classrooms
    - Fewer clubs and activities for students

Next Steps

- Application due on or before February 1, 2018
- Approval of site for St. Petersburg Collegiate High School North Pinellas (SPCHSNP) requested
- Pinellas County Schools has 90 days to review the SPCHSNP application

64

Questions

65

January 16, 2018

MEMORANDUM

TO: Board of Trustees St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: Workforce and Professional Development

Approval is sought for the recommended changes to Workforce and Professional Development for courses within the 2017-2018 catalog year.

Workforce and Professional Development, Information and Innovative Technology: Added three new technology course to meet workforce needs.

- PRG0903 Artificial Intelligence: Developing Skills for Alexa – Basic
- PRG0904 Artificial Intelligence: Developing Skills for Alexa – Intermediate
- PRG0905 Artificial Intelligence: Developing Skills for Alexa – Advanced

Anne Cooper, Senior Vice President, Instruction and Academic Programs and Andrea Henning, Executive Director, Collaborative Labs & Workforce Institute, recommend approval.

Agenda Item VII - B.2

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: NCS Pearson, Inc.—Online Tutoring Services Agreement for Smarthinking

Approval is sought to continue the Master Agreement with NCS Pearson, Inc. to provide for one-to-one Online Tutoring Services to students enrolled in various courses. This Agreement is for a twenty-four month period and will continue through November 30, 2019. The annual cost is $194,400. The total cost to the College for this Agreement is $388,800. The calculations are based on 16,200 hours of Tutoring Services priced at $28.00 per hour totaling $453,600 and discounted by $4.00 per hour ($64,800).

Smarthinking is an innovator in connecting students with highly qualified educators via the Internet and is the premier provider of research based, research proven online tutoring to help higher education institutions increase student achievement, boost retention, and enhance learning. Widely used among the state colleges of Florida, Smarthinking provides 24/7, on-demand tutoring to St. Petersburg College students in more than 35 subject areas using a variety of student-focused mediums. Smarthinking provides access to data that enables monitoring of student usage, examination of usage trends for future planning, and extraction of data to conduct detailed studies of the impact on these services. Since 2015, more than 14,000 St. Petersburg College students have used the online tutoring service, totaling more than 46,000 sessions. The Agreement assures the discounted rate for the length of the contract.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; and Matthew Bodie, Executive Director, Learning Services, recommend approval.

mb0103182

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: Florida Department of Health – Emergency Medical Services Matching Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Health, by St. Petersburg College for the Emergency Medical Services (EMS) Matching Grant Program. Permission is also sought to accept an estimated $28,126.99 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The purpose of the funding is to improve and expand EMS programs statewide, specifically those that: 1) provide or effect direct services to emergency victims; 2) train the public, first responders, law enforcement personnel, EMS and other healthcare staff; or 3) enhance quality assurance, management and administrative aspects of the field. In alignment with SPC's simulation initiative and to enhance the training and educational experience of SPC's EMS certificate, degree and continuing education students, the College will use the funding to support the purchase of a simulation manikins to provide experiential learning using technology-enhanced equipment.

The estimated period of performance will be from April 1, 2018 through March 31, 2019. The total project budget is projected to be $37,502.66 over a one-year period, including a $28,126.99 award and a $9,375.67 match contributed by the College. As a stipulation of the funding, SPC is required to provide a 25% cash contribution to cover the cost of the equipment. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; Eric Carver, Provost Health Education Center; and Glenn Davis, EMS Program Director, recommend approval.

Attachment
ks0103182

BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting:	January 16, 2018
Funding Agency or Organization:	Florida Department of Health
Name of Competition/Project:	Emergency Medical Services (EMS) Matching Grant
SPC Application or Sub-Contract:	SPC Application
Grant/Contract Time Period:	**Start:** 4/1/18 **End:** 3/31/19
Administrator:	Eric Carver
Manager:	Glenn Davis

Focus of Proposal:
To address the need for highly skilled pre-hospital personnel, St. Petersburg College's (SPC) Emergency Medical Services (EMS) Program seeks to expand the experiences and training of students through enhanced simulation. Simulation at SPC will continue to be used as a tool to mirror, anticipate or amplify real situations with guided experiences, providing more of an experiential learning opportunity than instruction through learning technology. SPC is proposing to purchase: 1) The MegaCode Kelly Advanced Adult Mannequin - a medium-fidelity simulator that offers portable, wireless, and realistic model-driven simulation mimicking true human responses; and 2) The Crash Kelly Adult Mannequin - a durable, low-fidelity rugged training unit with an intubation head for advanced airway management training and realistic articulation. The use of simulation emphasizes outcomes-based over process-based education, promoting better preparation of healthcare workers. It will also assist with competency verification for employed healthcare providers attending continuing education classes.

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.)

Supplies	$ 22,065.84
Equipment	$ 15,436.82
Total Budget	$ 37,502.66

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	$ 37,502.66
Total amount from funder:	$ 28,126.99

Amount/value of match:	Cash: $9,375.67 *(covering 25% of supplies and equipment)* 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:	General Operating Budget
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Student Focus 2. Academic Excellence 3. Innovation
Strategic Initiative(s):	1. Classroom Experience

Agenda Item VII - B.3b

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: The Honor Society of Phi Kappa Phi – Excellence in Innovation Award

Confirmation is sought for an application that was submitted, subject to Board of Trustees' approval, to The Honor Society of Phi Kappa Phi, by St. Petersburg College for the Excellence in Innovation award competition. Permission is also sought to accept an estimated $100,000 in unrestricted funds, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the award.

St. Petersburg College has submitted an application to The Honor Society of Phi Kappa Phi (Phi Kappa Phi) Excellence in Innovation award competition. Phi Kappa Phi is seeking to recognize colleges and universities for their achievement in finding powerful answers to important local, regional, national and global challenges through the presentation of this award. This biannual competition promotes the identification and distribution of best practices, while recognizing one institution of higher learning for the use of innovative and substantive solution to achieve meaningful and measurable outcomes that improve the lives of others and create systemic large-scale change.

Based in best practices and focused on student success, SPC chose to submit the College's Career and Academic Communities Initiative for this award competition. SPC's application will highlight the 10 communities, triad leadership and related pathways work. If selected as a semifinalist, SPC will then be invited to provide a portfolio of evidence that demonstrates the impact of this initiative such as a calendar of Community events, the College's Career and Academic Communities video and year-to-year tracking of degree completion and attainment.

The winning institution will receive a $100,000, as an unrestricted gift, to be used for the benefit of the institution over an unspecified period of time.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; Jesse Coraggio, Vice President, Institutional Effectiveness and Academic Services recommend approval.

ks0103182

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: Florida Department of Education - Collaboration for Effective Educator Development, Accountability and Reform (CEEDAR)

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, by University of West Florida (UWF) in partnership with University of Central Florida and St. Petersburg College to the Florida Department of Education (FLDOE) for the Collaboration for Effective Educator Development, Accountability and Reform (CEEDAR) grant opportunity. Permission is also sought to accept an estimated $17,600 in funding 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 University of West Florida (UWF) has been awarded a grant through the Florida Department of Education to develop quality programming that better educates teachers and leaders to implement evidence-based practices for effectively supporting preK-12 students with disabilities in achieving college and career readiness standards. UWF is seeking to partner with SPC on this project, using UWF faculty to mentor SPC COE faculty through curriculum reviews and enhancements to the teacher education program to prepare graduates to more effectively educate students with disabilities. The funding would support, via deliverable pay, COE faculty to work on related curriculum changes, attend meetings and participate in trainings.

The estimated period of performance will be from January 15, 2018 through December 31, 2018. The total project budget is approximately $25,000 of which the College anticipates receiving an estimated $17,600 over the one-year period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, Acting General Counsel; Kimberly Hartman, Dean, College of Education, recommend approval.

Attachment
ks0103182

BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting:	January 16, 2018
Funding Agency or Organization:	Florida Department of Education
Name of Competition/Project:	Collaboration for Effective Educator Development, Accountability and Reform (CEEDAR)
SPC Application or Sub-Contract:	Sub-Award
Grant/Contract Time Period:	**Start:** 1/15/18 **End:** 12/31/18
Administrator:	Kimberly Hartman
Manager:	Sue Blanchard

Focus of Proposal:
Focused on improving the delivery of education to preK-12 students with disabilities, the Collaboration for Effective Educator Development, Accountability and Reform (CEEDAR) is working to enhance the skills and knowledge of pre-service and in-service teachers throughout Florida. Through this project SPC's College of Education (COE) will review current course curriculum, develop enhancement maps and update related course syllabi in alignment with the goals of the CEEDAR project. As a partner, University of West Florida will act as a mentor institution to SPC, supporting the process and facilitating the knowledge sharing process. COE faculty will also participate in statewide educator convenings and trainings for the purpose of further replication and exchanging best practices.

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.)

Salaries (Faculty Deliverables)	$ 14,048
Fringe	$ 2,248
Indirect Cost (8%)	$ 1,304
Total Budget	$ 17,600

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	$ 17,600
Total amount from funder:	$ 17,600

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

College Values, Strategic Initiatives and Activities Addressed:

Values

1. Culture of Inquiry
2. Academic Excellence
3. Innovation
4. Professional Development

Strategic Initiatives:

1. Classroom Experience
2. Community Initiatives

Agenda Item VII - B.3d

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: Nuts, Bolts & Thingamajigs (NBT) – Manufacturing Summer Camp

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to Nuts, Bolts & Thingamajigs (NBT), by St. Petersburg College for the Manufacturing Summer Camp grant. Permission is also sought to accept an estimated $2,500 in funding over a nine-month period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

Since 2003, the Foundation of the Fabricators & Manufacturers Association, Intl., named Nuts, Bolts & Thingamajigs (NBT), has awarded grants annually to trade schools and community/technical colleges for the purposes of hosting summer manufacturing camps for middle and high school aged youth. Summer camps have been a successful way of introducing students to the high-tech career choices available to them in today's automated manufacturing industry. SPC proposes to run a 2018 summer manufacturing and entrepreneurship camp for 20 boys and girls ages 10-12 at the Tarpon Springs Campus. Participants will learn how to integrate computer programming, basic circuitry, and design principles to make a series of Rube Goldberg machines. The grant will be used to cover costs associated with program administration, marketing, transportation, means, materials and supplies.

The estimated period of performance will be from January 1, 2018 through September 30, 2018. The total project budget is projected to be $2,500 over a nine-month period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; Natavia Middleton, Dean of Natural Sciences; Rod Davis, Associate Provost Tarpon Springs Campus; and Michael Davis, Natural Sciences Academic Chair Tarpon Springs Campus, recommend approval.

Attachment
js0105182

BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting:	January 16, 2018
Funding Agency or Organization:	Nuts, Bolts & Thingamajigs
Name of Competition/Project:	Manufacturing Summer Camp
SPC Application or Sub-Contract:	SPC Application
Grant/Contract Time Period:	**Start:** 1/1/18 **End:** 9/30/18
Administrator:	Natavia Middleton
Manager:	Michael Davis

Focus of Proposal:
To help improve the student pipeline into automated manufacturing fields, SPC proposes to use funding from the Nuts, Bolts and Thingamajigs grant create student awareness, outreach and engagement through a one-week Manufacturing Summer Camp for boys and girls ages 10-12 during the 2018 summer semester. Participants will learn how to integrate computer programming, basic circuitry, and design principles to make a series of Rube Goldberg machines. A Rube Goldberg machine is a deliberately complex contraption in which a series of devices that perform simple tasks are linked together to produce a domino effect in which activating one device triggers the next device in the sequence, an activity known to inspire engineering minds. The lump-sum grant will be used to cover allowable costs associated with program administration, marketing, transportation, means, materials and supplies. No itemized budget was required to receive funding.*

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.)

Total Budget*	$2,500.00

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	$2,500.00
Total amount from funder:	$2,500.00
Amount/value of match:	Cash: N/A In-kind: N/A
Required match or cost sharing:	No X Yes

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

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Student Focus 2. Academic Excellence 3. Innovation
Strategic Initiative(s):	1. Outreach 2. Student Engagement

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: Use of College Facilities by the Direct Support Organizations

Approval is requested to allow the use of College facilities by the Direct Support Organizations (Foundation, Inc.; Leepa-Rattner Museum, Inc.; and the Institute for Strategic Policy, Inc.) for the public purpose consistent with the mission, vision, and values of the College. Time Period: April 1, 2018 through March 31, 2019. Total value of the facilities usage is $76,568.10.

Listed below is the detail by Direct Support Organization:

Direct Support Organization	Square Footage	Value per Square Foot*	Total Value of Facilities Use	Location
Foundation, Inc.	2,493	$7.22	$17,999.46	District Office
Leepa-Rattner Museum	7,000	7.22	50,540.00	Tarpon Springs Campus
Institute for Strategic Policy	1,112	7.22	8,028.64	Seminole Campus
Total Value	**10,605**		**$76,568.10**	

**Based on the State's Operating Costs for New Facilities (OCNF) rate as of 12/8/2017*

Brian Miles, Vice President, Administrative/Business Services & Information Technology; Amy Lockhart, Associate Vice President, Business & Financial Services; Jim Waechter, Associate Vice President, Facilities Planning & Institutional Services; Frances Neu, Vice President, Institutional Advancement and Executive Director, SPC Foundation, Inc.; Ann Larsen, Director, Leepa-Rattner Museum of Art, Inc.; and David Klement, Executive Director, Institute for Strategic Policy Solutions, recommend approval.

Agenda Item VIII-A

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: Quarterly Informational Report of Contract Items

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

Section A: Program Related Contracts

1. Affiliation Agreement with **Adventist Health System/Sunbelt, Inc. d/b/a Florida Hospital Heartland Medical Center and Florida Hospital Wauchula** to provide clinical experience to students enrolled in the Health Services Administration, Health Information Technology, and BSN Nursing Programs. The Agreement will commence as soon as possible and continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on October 12, 2017. Departments—College of Health Sciences, College of Nursing

2. Amendment to the current Affiliation Agreement with **BayCare Health System, Inc.** to add Biology, Computer Information Technology, Computer Programming and Analysis, Computer Networking (Network Administration and Network Engineering), and Web Development as non-clinical internships whereby students will shadow professionals and/or obtain practical experience at BayCare. The Agreement continues through November 30, 2019. There is no cost to the College. This item was approved by Anne Cooper on November 28, 2017 and December 5, 2017. Departments—Natural Sciences and College of Computer and Information Technology

3. Affiliation Agreement with **CHI St. Joseph Health Regional Hospital** to provide a preceptor and clinical experience for RN to BSN Nursing students in order to complete their Leadership Practicum hours in their employment setting. The Agreement will commence as soon as possible and continue unless terminated by either party. There is no cost to the College. This item was approved by Anne Cooper on November 17, 2017. Department—College of Nursing

4. Amendment to the Affiliation Agreement with **Community Health Centers of Pinellas, Inc.** to add the College of Nursing to the current agreement which continues through May 25, 2021. This will allow Nursing students to obtain clinical experience through this agency.

There is no cost to the College. This item was approved by Anne Cooper on December 4, 2017. Department—College of Nursing

5. Agreement with **Dabble Labs** to develop and deliver Artificial Intelligence: Developing Skills for Alexa Basic, Intermediate and Advanced curriculum for online courses. The Agreement will establish a revenue sharing arrangement whereby the College will retain 60% of the gross tuition revenue and pay Dabble Labs the remaining 40%. It is anticipated that the College may receive approximately $13,368 in net revenue per year after expenses. The Agreement will commence as soon as possible and will be ongoing. This item was approved by Anne Cooper on November 13, 2017. Department—Workforce and Professional Development

6. Affiliation Agreement with **Emory Healthcare, Inc.** to provide a preceptor and clinical experience for RN to BSN Nursing students in order to complete their Leadership Practicum hours in their employment setting. The Agreement will commence as soon as possible and continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on October 13, 2017. Department—College of Nursing

7. Affiliation Agreement with **HCA West Florida Division, Inc.,** agent for various hospitals, to provide clinical experience to students enrolled in the Nursing, Radiography, Health Information Technology, Respiratory Care, Physical Therapist Assistant, Emergency Medical Services, Health Services Administration, CE Nursing, CE Phlebotomy, and CE Clinical Medical Assistant Programs. The Agreement will commence as soon as possible and continue for a period of two years. There is no cost to the College. This item was approved by Anne Cooper on October 5, 2017. Departments—Various Health Related Programs

8. Affiliation Agreement with **Health First Administrative Plans, Inc.** to provide clinical experience to students enrolled in the Health Services Administration Program at no cost to the College. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Anne Cooper on October 12, 2017. Department—College of Health Sciences

9. Affiliation Agreement with the **School District of Manatee** to provide internship, practicum and observation experience for SPC's College of Education students. The Agreement will commence as soon as possible and continue through June 30, 2022. There is no cost to the College. This item was approved by Anne Cooper on November 28, 2017. Department—College of Education

10. Affiliation Agreement with **Mayo Clinic** that will allow a student in the Health Services Administration Program to complete her final practicum course project with a mentor during a rotation at Mayo. The Agreement will commence as soon as possible and continue through May 2018. There is no cost to the College. This item was approved by Anne Cooper on December 6, 2017. Department—College of Health Sciences

11. Affiliation Agreement with **Orange Park Medical Center** to provide medical surgical clinical site and preceptor for RN Refresher/Remediation/Return to Work students. The Agreement will commence as soon as possible and continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on December 5, 2017. Department—Continuing Education Health

12. Agreement with the **Pinellas County Job Corps Center**, a U.S. Department of Labor Job Corps Service Contractor, to facilitate the transition of eligible Job Corps students to St. Petersburg College. The College will conduct awareness sessions including workshops on financial aid and scholarships; provide transition services such as pre-admissions counseling, academic and career advisement and placement testing; and provide verification of students' matriculation at the College. The Agreement will commence as soon as possible and continue through June 30, 2018. There is no cost to the College. This item was approved by Anne Cooper on October 4, 2017. Department—Career Pathways

13. Intergovernmental Agreement with the **Pinellas County School Board** to establish and update collegiate high school programs in dual enrollment for the next school year. The Agreement is for an annual period and is to be executed prior to January 1st of each year. This Agreement is pursuant to Florida Statutes 1007.273 which requires colleges to work with their school districts for this purpose. This item was approved by Anne Cooper on October 30, 2017. Department—University Partnership Center

14. Affiliation Agreement with **Sunrise Hospital and Medical Center, LLC d/b/a Sunrise Hospital and Medical Center** to provide a preceptor and clinical experience for RN to BSN Nursing students in order to complete their Leadership Practicum hours in their employment setting. The Agreement will commence as soon as possible and continue for a period of two years. There is no cost to the College. This item was approved by Anne Cooper on December 12, 2017. Department—College of Nursing

15. Agreement with **University of Central Florida**, College of Nursing whereby UCF's graduate Nursing students can complete their educational practicum with SPC faculty as preceptors. The Agreement will commence as soon as possible and continue unless terminated by either party. There is no cost to the College. This item was approved by Anne Cooper on November 13, 2017. Department—College of Nursing

16. Affiliation Agreement with the **U.S. Department of Veterans Affairs**, VISN 8, The Sunshine Network to provide clinical experience to students enrolled in the Health Services Administration Program. The Agreement will commence as soon as possible and continue through November 8, 2027. There is no cost to the College. This item was approved by Anne Cooper on November 28, 2017. Department—College of Health Sciences

17. Affiliation Agreement with **U.S. HealthWorks Medical Group of Florida** to provide clinical experience to Clinical Medical Assistance students. The Agreement will commence as soon as possible and continue for a period of five years. There is no cost to the College. This item was approved by Anne Cooper on December 4, 2017. Department—Workforce – Continuing Education Health

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

18. Agreement with **Level 3 Communications** to provide internet services from Seminole Campus and Wide Area Network services at the Bay Pines Center site. The Agreement will commence as soon as possible and continue for the period of three years. The total cost to the College over the three-year period is expected to be $196,032.24 plus a possible incremental charge for unseen fees/taxes/tariffs each year estimated to be $654 per year. Based on the foregoing, the anticipated cost of the Agreement over the three-year period is $197,995. This item was approved by the President on December 12, 2017. Department—Information Systems – Networks

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

19. Agreement with **Microsoft Corporation** to provide MS Premier Services including consulting, training and support for current SPC Microsoft related projects (such as SharePoint, Skype for Business and SQL). The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be $65,280. This item was approved by Brian Miles on October 4, 2017. Department—Information Systems, Networks

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

20. Amendment to the Agreement with **Adobe Systems Inc.** whereby the college has purchased licenses for the use of Adobe Creative Cloud Enterprise software by faculty and staff for a period of three years. The existing Agreement is through September 15, 2019. This item reflects an increase in cost for years two and three of the Agreement due to the increase in the College's FTE calculation under the Agreement. The Amendment provides for an additional cost of $12,075.84 over the remaining period of the Agreement. This item was approved by Brian Miles on October 26, 2017. Department—Information Systems – AIS

21. Agreement with **CareerAmerica, LLC d/b/a Financial Aid TV** (FATV) to continue to provide the College with FATV online financial aid videos which are available to students 24/7 and provide consistent, timely and student-friendly video answers to financial aid questions. FATV agrees to produce videos regarding Florida grants, scholarships, pre-paid tuition free of charge. The College will produce other SPC specific videos for placement on FATV's site. SPC will also use its videos and FATV's videos on the SPC TV channel and website. The cost to the College for this Agreement will be $12,000. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Patrick Rinard on October 18, 2017. Department—Financial Assistance Services

22. Agreement with **Copperhead Charities, Inc.** for the use of the Tarpon Springs Campus parking lots and facilities from March 8-11, 2018 during the Copperhead Charities Championship Golf Tournament to be held at the Innisbrook Inn and Resort. The College's Foundation will receive $24,600 to provide for scholarships for Tarpon Springs Campus

students. In addition, the College will receive $17,800 for personnel and facilities usage expenses. This item was approved by Patrick Rinard on October 12, 2017 Department—Golf Tournament Operations

23. Agreement with **Delectables Fine Catering, Inc.** to provide catering for the Moving the Needle Conference to be held at the Seminole Campus on November 8-9, 2017. The cost to the College for this Agreement will be $16,747.13. This item was approved by Jesse Coraggio on October 17, 2017. Department—Institutional Research & Effectiveness

24. Agreement with **Elite Events and Rentals** to provide tents, tables, chairs, table coverings and set-up/tear-down for the SPC Discovery Day event to be held on October 31, 2017. The cost to the College for this Agreement will be $13,226.50. This item was approved by Brian Miles on October 26, 2017. Department—Human Resources

25. Amendment to the Agreement with **Enliven Wellness Works, Inc.** to modify the total hours per week from 30 to 40 hours. The cost to the College was initially anticipated to be $32,328.97; however, with this modification, the total cost to the College through December 31, 2017 will be $42,559.93. This item was approved by Brian Miles on December 13, 2017. Department—Human Resources

26. Agreement with **Enliven Wellness Works** to provide the services of a contracted wellness professional to assist in the implementation of the College's employee wellness program. The Agreement is expected to commence as soon as possible and continue through December 31, 2018. The wellness professional will provide services for approximately 40 hours per week at the College's EpiCenter. The College will pay Enliven for hours worked as well as administrative costs and mileage. Based on an estimate of 40 hours per week, the costs to the College are anticipated to be approximately $42,559.93. This item was approved by Brian Miles on December 13, 2017. Department—Human Resources

27. Agreement with **First Baptist Church of Indian Rocks** to use its facilities for the Fall 2017 commencement ceremony to be held on December 9, 2017. The cost to the College for this Agreement will be approximately $11,990 and will cover items such as use of the Worship Center, Fellowship Center and Hospitality Room; traffic control; facilities and security; sound; media; video; lighting; and catering for breakfast and lunch for 100 people. This item was approved by Patrick Rinard on November 13, 2017. Department—Enrollment Services

28. Agreement with **Laurie L. Hill** to provide professional consulting services including marketing, sales and business development for the College's Collaborative Labs. The Agreement will commence December 14, 2017 and continue through June 14, 2018. The College will pay the consultant $15,000 over the period of the Agreement. Additionally, the consultant will be paid a commission of 10% based on the Gross Contract Price for any business for which the engagement occurs pursuant to the terms of the Agreement. The consultant will also be reimbursed for any travel expenses approved by the College in advance and which are subject to the College's travel rules and procedures and Section 112.061, Florida Statutes. Based on the foregoing, the anticipated costs for this Agreement will be $18,000. This item was approved by Anne Cooper on December 14, 2017. Department—Collaborative Labs

29. Agreement with **Michelle Hubel** to provide consulting services associated with departmental technical support and online student learning management system (D2L) support for the College's Workforce Institute. The Agreement will commence on January 2, 2018 and continue through June 30, 2018. The cost to the College for this Agreement will be $11,724.96. This item was approved by Anne Cooper on December 15, 2017. Department—Workforce Institute

30. Agreement with **Hubspot, Inc.** to provide a subscription to run scalable inbound marketing campaigns, with sophisticated analytics and revenue reporting. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be $38,010. Department—Marketing & Strategic Communications

31. Agreement with the **NCHERM Group, LLC** to provide legal consulting services for an accessibility review of protocols, policies and recommendations of the Accessibility Services web site, web page, printed materials and policies as it relates to IT staff, staff and students for success. The Agreement will commence as soon as possible and continue for one year. The cost to the College will be $37,500. This item was approved by Patrick Rinard on October 12, 2017. Department—Retention Services – Accessibility Services

32. Agreement with **Optimal Resume** to continue to use the Optimal Resume service. This software is used in the College's Career Centers. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for the one-year renewal period will be $11,419. This item was approved by Brian Miles on December 7, 2017. Department—Career Connections

33. Agreement with **Ovid Technologies, Inc.** to renew the subscription to Lippincott Advisor to support the Nursing Program. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this Agreement will be $10,176. This item was approved by Anne Cooper on October 30, 2017. Department—District Library

34. Agreement with **Ovid Technologies, Inc.** to renew subscriptions to electronic journals to support the Nursing and Dental Hygiene programs. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this Agreement will be $31,128. This item was approved by Anne Cooper on October 30, 2017. Department—District Library

35. Agreement with **Ovid Technologies, Inc**. to continue the subscription to the Veterinary Science Database used to support the Veterinary Technology Program. The Agreement will commence January 31, 2018 and continue through January 31, 2019. The cost to the College will be $14,485. This item was approved by Anne Cooper on December 14, 2017. Department—District Library

36. Agreement with **Security Scorecard, Inc.** to provide its Security Scorecard Platform which will include continuous monitoring of SPC Domains and third-party partner domains in order to protect SPC information and systems. The Agreement will commence as soon as possible

and continue for the period of one year. The cost to the College will be $12,000. This item was approved by Brian Miles on October 9, 2017. Department—Information Systems – Networks

37. Agreement with **SharpTurn Consulting Partners, LLC** to provide additional services in order to provide gap fill support for the Human Resources Department through mid-January. The cost to the College for this Agreement will be $38,500. This item was approved by Brian Miles on November 2, 2017. Department—Human Resources

38. Agreement with **Tampa Bay Technology Forum** (TBTF) whereby TBTF will develop a multi-layered communication platform prototype to streamline and strengthen the connections between employers, students, educators and the community. The communication platform, which will be hosted by TBTF, will serve as the central point of contact for all ecosystem activity by connecting the business, student and the greater community to all IT jobs, internships, apprenticeships, events and other ways for employers and students to link. The Agreement will commence as soon as possible and will continue through June 30, 2018. The cost to the College will be $43,500. This Agreement will support a portion of the deliverables required under the Tampa Bay New Skills at Work grant from the JPMorgan Chase Foundation. This item was approved by Anne Cooper on October 20, 2017. Department—TB-NSAW Grant

39. Agreement with **Turnitin, LLC** to continue a one-year subscription to the Turnitin service which allows educational institutions to check student work for possible textual matches against internet-available resources and its own proprietary database. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be $40,027.76. This item was approved by Anne Cooper on December 12, 2017. Department—District Library

40. Agreement with the **U.S. Department of Veterans Affairs** whereby the College will provide range and Matt room training services to the Tampa Veterans Affairs Police. The training will take place at the Allstate Center. The Agreement will commence as soon as possible and is for a one-year period at an anticipated revenue to the College of $25,702.89. This item was approved by Anne Cooper on October 12, 2017. Department—FDLE Public Safety NC

Section E: Contracts below $10,000

41. Agreement with **AARP Florida** whereby the Institute for Strategic Policy Solutions (ISPS) will partner and collaborate with AARP to facilitate the work of the Age-Friendly St. Petersburg Initiative. Specifically, ISPS will provide leadership and resources sufficient to support the initiative's success and lend efforts to recruit, train, and support initiative volunteers. ISPS will also link its information to AARP websites related to the Initiative. AARP will provide: logistical support, development of press releases inviting local residents to the community conversation; survey information for the purpose of stimulating community conversations; links to AARP websites and resources and the use of AARP Age Friendly publications; and representatives to present opening remarks at community events. The Agreement will commence as soon as possible and continue for the period of one year.

There is no cost to the College. This item was approved by Patrick Rinard on November 30, 2017. Department—Institute for Strategic Policy Solutions

42. Agreement with **Advantage Village Academy** that will allow the College to participate with a float in the 2018 MLK Parade to be held on January 15, 2018. The cost to the College will be $100. This item was approved by Patrick Rinard on December 6, 2017. Department—Student Life & Leadership

43. Agreement with **CAE Healthcare, Inc.** for the renewal of the Replay Video Recording System used for instruction in the Emergency Medical Services Program. The Agreement will commence as soon as possible and continue through November 30, 2018. The cost to the College will be $1,038.96. This item was approved by Brian Miles on December 7, 2017. Department—Emergency Medical Services

44. Memorandum of Understanding (MOU) with partners of the **Clearwater Business SPARK Consortium** (City of Clearwater—Economic Development & Housing Department; City of Clearwater Library System; City of Clearwater Community Redevelopment Agency; Clearwater Regional Chamber of Commerce; Florida Business Incubator, Inc.; Florida Small Business Development Center of Pinellas County Economic Development; Pinellas County SCORE; Prospera [fka Hispanic Business Initiative Fund]; and St. Petersburg College) for the purposes of marketing and promotion of each partner's programs, services, and facilities toward achieving the shared goal of business vitality in Clearwater. The College anticipates providing services such as business coaching and mentorship, educational programs and workshops, training and meeting facilities, collaborative labs, and entrepreneur event facilitation. The MOU is being established to express the general intentions of the parties. Any costs/revenue to the College as a result of this Agreement are undetermined at this time. This item was approved by Anne Cooper on October 23, 2017. Department—Collaborative Labs

45. Agreement with **Convergint Technologies** to provide electronic security for the IT door(s) in the new library on the Clearwater Campus. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be $815.72. This item was approved by Brian Miles on December 7, 2017. Department—Access Control

46. Agreement with **Franklin Covey Client Sales, Inc.** for a license that will allow 24 users access to Franklin Covey Solutions materials and to receive the Leading Speed of Trust 3.0 Participant Kit. In addition the Agreement will provide for a consultant to present at the College for a Leadership SPC event on March 16, 2018. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be $9,709.29. This item was approved by Brian Miles on December 13, 2017. Department—Leadership SPC/Business Services

47. Agreement with **Dramatists Play Service, Inc.** for a license to present the theater department's 2018 Spring musical "Laughing Stock" during the period of March 21 – 25, 2018. The cost to the College for this Agreement will be $600. This item was approved by Anne Cooper on November 6, 2017. Department—Fine Arts Department

48. Agreement with **Elsevier, Inc.** for the renewal of the online access to Nursing Clinics of North America; Veterinary Clinics of North America: Equine Practice, Food Animal Practice, and Small Animal Practice; and The Journal of the American Dental Association. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be $4,536.31. This item was approved by Anne Cooper on December 14, 2017. Department—District Library

49. Agreement with **Embassy Suites Alexandria Old Town** to provide hotel rooms for the upcoming Student Government Association trip to Washington, DC on March 6-9, 2018. The cost to the College for this Agreement will be $8,343.13. This item was approved by Patrick Rinard on November 29, 2017. Department—Student Life & Leadership

50. Agreement with **Envisionware, Inc.** to provide annual system maintenance for the PC Reservation Enterprise Edition for the joint-use computers used in the library. The Agreement will commence as soon as possible and continue through October 31, 2018 at a cost to the College of $1,481.55. This item was approved by Anne Cooper on October 16, 2017. Department—District Library

51. Agreement with **Episerver, Inc. f/k/a Ektron** to provide software maintenance for the College's content management software system that ensures quality, consistency and ADA accessibility for College webpages. The Agreement will commence as soon as possible and continue for the period of one year at a cost to the College of $5,529. This item was approved by Jesse Coraggio on November 1, 2017. Department—Marketing & Strategic Communications

52. Agreement with **Examity, LLC** to provide proctoring services for online students. Services are available 24-7. There is no cost to the College and the fee for students has decreased from $22 per exam to $20 per 2-hour exam. Examity has waived the $5,000 implementation fee. The Agreement will commence as soon as possible and continue through December 31, 2019. This item was approved by Anne Cooper on November 13, 2017. Department—Online Learning and Services

53. Agreement with **Federal Communications Commission** (FCC) c/o Sprint, Inc. for the execution of the FCC Application for Radio Service Authorization (Form 601) and FCC Ownership Disclosure Information (Form 602) documentation associated with the College's existing licenses with the FCC for the Educational Broadcast System frequencies that have been leased to Sprint, Inc. Gray Miller Persh, LLP has prepared and will submit documentation to FCC for the continuation of these licenses. Costs associated with documentation completion will be paid directly by Sprint, Inc. This item was approved by Brian Miles on December 8, 2017. Department—ITVS

54. Agreement with **Fitness Challenge Foundation, d/b/a Ride 2 Recovery** to continue its use of SS 105, common areas and parking on the Clearwater Campus. Ride 2 Recovery is a non-profit charitable entity that provides services in support of U.S. Veterans. The College will provide the space, cover utilities, and provide trash collection/custodial services. The College will also provide storage space if available. The Agreement will commence as soon

as possible and will continue for the period of one year. This item was approved by Patrick Rinard on November 27, 2017. Department—Provost

55. Agreement with the **Florida Department of Highway Safety and Motor Vehicles** that allows the College to access the Department's Driver and Vehicle Information Database system, commonly referred to as "DAVID," for the verification of residency and reporting of traffic incidents. The Agreement will commence as soon as possible and continue for the period of six years. There is no cost to the College. This item was approved by Brian Miles on September 6, 2017. This item is being reported on this Quarterly Report as it did not appear on the previous report. Department—Safety & Security

56. Amendment to the terms of service with **Google, Inc.** whereby Google provides the College access to Google's internet marketing and display advertising AdWords platform. The Agreement allows the College to run ads on the Google search engine as well as YouTube.com and other affiliate or partner networks. The Agreement is ongoing on a month-to-month basis with periodic billing. There is no cost associated with the Amendment which changes some of the terms of service related to advertising program terms, policies, ad serving, testing and data protection. This item was approved by Jesse Coraggio on October 30, 2017. Department—Marketing & Strategic Communications

57. Agreement with **GradImages, a Division of Event Photography Group** that will allow GradImages to take photographs of graduates during graduation ceremonies for the purposes of offering photo packages to graduates for purchase. There is no obligation for graduates to purchase the photos. There is no cost to the College associated with entering into this Agreement. The Agreement will commence as soon as possible and continue through December 2019. This item was approved by Patrick Rinard on October 25, 2017. Department—Enrollment Services

58. Agreement with **Holiday Inn Express** to provide lodging for staff and students attending the annual trip to Tallahassee with the President on February 21-22, 2018. The cost to the College for this Agreement is anticipated to be approximately $7,950. This item was approved by Patrick Rinard on December 7, 2017. Department—Student Life & Leadership

59. Agreement with the **Holiday Inn Express & Suites St. Petersburg Madeira Beach** to provide hotel rooms and meeting space for the SACS reaccreditation site visit for the St. Petersburg Collegiate High School which will be held March 18-19, 2018. The cost to the College for this Agreement will be $3,040. This item was approved by Anne Cooper on November 30, 2017. Department—St. Petersburg Collegiate High School

60. Agreement with **Holiday Parade Floats** to rent a Holiday Parade Float for the Martin Luther King, Jr. Parade to be held on January 15, 2018. The cost to the College for this Agreement will be $1,300. This item was approved by Patrick Rinard on December 8, 2017. Department—Student Life & Leadership

61. Agreement with **Michelle Hubel** to provide consulting services related to the provision of technology course instruction for the Workforce Institute. The Agreement will commence January 2, 2018 and continue through June 30, 2018. The cost to the College for this

Agreement will be $2,815.67. This item was approved by Anne Cooper on December 15, 2017. Department—Workforce Institute

62. Agreement with **IBM Corporation** for a license to the IBM SPSS Statistics Base Academic for 15 concurrent users. The license will also include technical support. The Agreement is for the period of one year at a cost to the College of $7,239.90. This item was approved by Anne Cooper on November 17, 2017. Department—University Partnership Center

63. Agreement with **Latuana Jones-Cruder** to provide professional services in teaching hands-on skills labs for the Phlebotomy Technician Program and on-line curriculum as well as supervising externships for the Phlebotomy Technician Program. The Agreement will commence January 20, 2018 and continue through June 30, 2018. The cost to the College will be $3,690. This item was approved by Anne Cooper on December 14, 2017. Department—Workforce Institute – CE Allied Health Programs

64. Agreement with **Latuana Jones-Cruder** to provide professional services in teaching hands-on skills labs for the Phlebotomy Technician Program and on-line curriculum, including preanalytical considerations, requisitions, preparing specimens for lab pickup, capillary puncture, vital signs and patient triage. The Agreement will commence January 2, 2018 and continue through January 11, 2018. The cost to the College will be $520. This item was approved by Anne Cooper on December 14, 2017. Department—Workforce Institute – CE Allied Health Programs

65. Agreement with **LaQuinta Inn & Suites** to provide hotel rooms for the College's Men's Basketball Team trip on December 9-10, 2017. The cost to the College will be $930.60. This item was approved by Patrick Rinard on December 6, 2017. Department—Athletics

66. Agreement with **Life After Hate, Inc.** to provide guest speaker Angela King to present *Full of Hate: The Toll of Violent Extremism* at a dinner event to be held by the Institute for Strategic Policy Solutions on January 25, 2018. The cost to the College will be $2,000. This item was approved by Patrick Rinard on October 12, 2017. Department—Institute for Strategic Policy Solutions

67. Agreement with **Loan Ranger Acquisitions, LLC** that will allow The Edwards Group to use SPC's Downtown Center parking facility at designated times. The College will receive a total of $6,000 over the one-year period of this Agreement and The Edwards Group will also provide marketing opportunities for SPC. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Brian Miles on October 18, 2017. Department—Loan Ranger Acquisitions, LLC

68. Agreement with the **Lutheran Service of Florida, Inc.** (LSF) whereby LSF and SPC will partner to provide volunteer internship experiences at LSF's Head Start sites throughout Pinellas County. The College will screen applicants and provide interns who will volunteer 10-12 hours per week for 15-16 weeks to gain experience in the field of early childhood education. The Agreement will commence as soon as possible and continue through December 31, 2019. There is no cost to the College. This item was approved by Anne Cooper on December 14, 2017. Department—Career Connections

69. Agreement with the **Marine Corps League, Inc.**, Major B.F. Hickey Detachment 57 to provide the League with the use of the Seminole Campus west parking lot and portable west restrooms for the League's Annual Benefit Car and Truck Show to be held on November 11, 2017. There is no cost to the College associated with entering into this Agreement. This item was approved by Mark Strickland on October 12, 2017. Departments—Provost & Veterans' Services

70. Agreement with **Method Test Prep, Inc.** to provide online test preparation for the SAT/ACT for St. Petersburg Collegiate High School students. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College will be $2,299.14. This item was approved by Anne Cooper on November 28, 2017. Department—St. Petersburg Collegiate High School

71. Agreement with the **National Technical Institute for the Deaf,** Performing Arts Outreach Program Sunshine 2.0 to provide artist Fred Michael Beam for a presentation on October 20, 2017 in the Clearwater Fine Arts Auditorium. There is no cost to the College. This item was approved by Anne Cooper on October 13, 2017. Department—Communications

72. Agreement with **Naylor, LLC** to continue to provide advertising for the Intensive English Program via the Intensive English USA website. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be $550. This item was approved by Anne Cooper on October 3, 2017. Department—Workforce Institute/International Language Institute

73. Agreement with **Ovid Technologies, Inc.** to provide licenses for new editions of eBooks to support the Nursing Program. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this Agreement will be $3,085. This item was approved by Anne Cooper on October 13, 2017. Department—District Library

74. Agreement with the **Quality Inn** to provide rooms for the College's Men's Basketball team trip to Ocala on November 24-25, 2017. The cost to the College for this Agreement will be $869. This item was approved by Patrick Rinard on November 1, 2017. Department—Athletics

75. Agreement with **Ramada Suites Orlando International Airport** to provide rooms on November 17-18, 2017 for College Reach-Out Program students and mentors to attend a college tour and the Florida Blue Florida Classic football game in Orlando, Florida. The cost to the College for the Agreement will be $1,386. This item was approved by Patrick Rinard on November 13, 2017. Department—Retention Services/College Reach Out Program

76. Agreement with **Shaeleigh Reesher** to provide program management assistance for the RN Remediation and Assisted Living Facility Programs. The Agreement will commence January 2, 2018 and continue through April 30, 2018. The cost to the College will be $4,000. This item was approved by Anne Cooper on December 14, 2017. Department—Workforce Institute – CE Allied Health Programs

77. Agreement with **Shaeleigh Reesher** to provide program management assistance for Allied Health Programs for the College's Workforce Institute to carry out program recruitment and funding related activities with a focus on Allied Health Care Certification programs. The Agreement will commence January 2, 2018 and continue through June 30, 2018. The cost to the College will be $9,600. This item was approved by Anne Cooper on December 15, 2017. Department—Workforce Institute – CE Allied Health Programs

78. Agreement with **Shaeleigh Reesher** to provide program management assistance for the Allied Health Programs for the College's Workforce Institute to assist with Medical Assistant, Phlebotomy Technician, and Orthotics and Prosthetics programs from set up and advertisement state through student enrollment and to produce all aspects of the program, attendance, success and reporting. The Agreement will commence January 2, 2018 and continue through April 30, 2018. The cost to the College will be $4,000. This item was approved by Anne Cooper on December 15, 2017. Department—Workforce Institute – CE Allied Health Programs

79. Agreement with **Mindy Romero** to present *Building and Investing in Civic Capital* at a dinner event to be held by the Institute for Strategic Policy Solutions on November 6-7, 2017. The event is part of the Florida Civic Advance Summit being held at the Florida Hotel and Conference Center in Orlando, Florida. Ms. Romero will join keynoter Sayu Bhojwani for a moderated discussion on November 6th and also serve as part of a panel discuss to be held on November 7th. The cost to the College will be $1,500. This item was approved by Patrick Rinard on October 25, 2017. Department—Institute for Strategic Policy Solutions

80. Agreement with **SimplexGrinnell, LP** to provide fire alarm monitoring service for the Clearwater Library. The Agreement will commence as soon as possible and continue through June 30, 2018. The cost to the College for this period will be $390. This item was approved by Amy Lockhart for Brian Miles on October 2, 2017. Department—Facilities/In-house Construction

81. Agreement with the **City of St. Petersburg** to provide the use of Williams Park for a student event on January 11, 2018. There is no cost to the College. This item was approved by Patrick Rinard on November 29, 2017. Department—Student Life and Leadership

82. Agreement with **Terri Stanley** to provide instructional services for the Clinical Medical Assistant Program, including lab instruction and online instruction and supervising externships for the Clinical Medical Assistant Program. The Agreement will commence January 23, 2018 and continue through June 30, 2018. The cost to the College for this Agreement will be $4,950. This item was approved by Anne Cooper on December 14, 2017. Department—Workforce Institute, CE Health Allied Health Programs

83. Agreement with **Terri Stanley** to provide instructional services for the Clinical Medical Assistant Program, including lab instruction and online instruction and supervising externships for the Clinical Medical Assistant Program. The Agreement will commence January 2, 2018 and continue through January 24, 2018. The cost to the College for this

Agreement will be $1,400. This item was approved by Anne Cooper on December 14, 2017. Department—Workforce Institute, CE Health Allied Health Programs

84. Agreement with **Suncoast Communications & Electronics, Inc.** to provide maintenance and repairs for radios used by the College's Fire Science Academy. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for the Agreement will be $877.68. This item was approved by Anne Cooper on October 30, 2017. Department—Fire Science

85. Agreement with **Tampa Bay Business Journal** to renew the subscription for digital access to the Journal for 50 concurrent users to support the College of Business for a period of 14 months through December 27, 2018. The cost to the College for this Agreement will be $2,500. This item was approved by Anne Cooper on October 30, 2017. Department—District Library

86. Agreement with the **U.S. Geological Survey** (USGS) whereby USGS St. Petersburg Science Center agrees to loan the College's Bay Pines STEM Center certain equipment for the period of one year at no cost. The Agreement can be extended annually upon the agreement of the parties. The College agrees to provide over-site of the equipment and general maintenance. If the College determines it no longer wants the equipment or an item becomes inoperable, the equipment will be returned to USGS. This item was approved by Anne Cooper on December 4, 2017. Department—Natural Science

87. Agreement with **University of South Florida, WUSF Public Media** whereby WUSF will provide radio advertising for the Collaborative Labs from December 25, 2017 through January 28, 2018 at a cost to the College of $1,620. This item was approved by Anne Cooper on December 14, 2017. Department—Collaborative Labs

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

Suzanne Gardner, General Counsel, recommends approval.

ps1222171

Agenda Item VIII-B

January 16, 2018

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: Quarterly Informational Report of Construction Contract Approvals Not Exceeding $325,000

1. Approval was received for the Guaranteed Maximum Price (GMP) of $306,434.00 and to issue all necessary purchase orders to Hennessy Construction Services for Project Number 301-G-16-3, Demolition of Administration West Wing and Career & Academic Advising Area for the New Student Success Center, St. Petersburg/Gibbs Campus.

2. Approval was received for the Guaranteed Maximum Price (GMP) of $250,000.00 and to issue all necessary purchase orders to Integra Construction Group, LLC for Project Number DFR-BLR-16-15, Boiler Replacement, Downtown Center

3. Approval was received for the Guaranteed Maximum Price (GMP) of $127,121.10 and to issue all necessary purchase orders to Hodge Management, LLC for Project Number 1707-P-17-5, Build-Out for Biomedical Program Enhancements – Phase 1, Tarpon Springs Campus.

4. Approval was received for Change Order #1 (an increase of $3,403.03 resulting in a revised Final GMP of $130,524.13), Substantial Completion, Final Accounting and Certificate of Final Inspection/Project Acceptance, for Project #1707-P-17-5, Build-Out for Biomedical Program Enhancements, Tarpon Springs Campus.

5. Approval was received for Change Order #1 (an increase of $17,450.92 resulting in a revised Final GMP of $225,767.92), for Project #DFR-MNT-17-0, SPC Gibbs Re-Roof, St. Petersburg/Gibbs Campus.

6. Approval was received for Change Order #1 (a decrease of $31,263.78 resulting in a revised Final GMP of $281,181.22), Substantial Completion, Final Accounting and Certificate of Final Inspection/Project Acceptance, for Project #301-E-16-3, Demolition of Administration East Wing and Campus Meeting Center for the New Student Success Center, St. Petersburg/Gibbs Campus.

7. Approval was received for Change Order #1 (a decrease of $2,811.89 resulting in a revised Final GMP of $315,868.11), Substantial Completion, Final Accounting and Certificate of Final Inspection/Project Acceptance, for Project #1707-O-17-2, Installation of New Owner Furnished Chiller at the Clearwater Campus.

8. Approval was received for Change Order #1 (a decrease of $28,928.09 resulting in a revised Final GMP of $277,505.91), Substantial Completion, Final Accounting and Certificate of Final Inspection/Project Acceptance, for Project #301-G-16-3, Demolition of Administration West Wing and Career & Academic Advising Area for the New Student Success Center, St. Petersburg/Gibbs Campus.

9. Approval was received for Change Order #1 (a decrease of $6,845.35 resulting in a revised Final GMP of $197,072.02), Substantial Completion, Final Accounting and Certificate of Final Inspection/Project Acceptance, for Project #1707-L-16-8, Library Renovation, Health Education Center.

10. Approval was received for Change Order # 1 (a decrease of $395.24 resulting in a revised Final GMP of $45,465.76), Substantial Completion, Final Accounting and Certificate of Final Inspection/Project Acceptance, for Project #1707-K-16-4, Removal of Portables, Seminole Campus.

11. Approval was received for Change Order #1 (a decrease of $24,280.95 resulting in a revised Final GMP of $791,349.05), Substantial Completion, Final Accounting and Certificate of Final Inspection/Project Acceptance, for Project #1707-N-16-4, Renovation for Career and Academic Advising Center, Seminole Campus.

This information is provided by Brian Miles, Vice President, Business Services and Information Technology; Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services; Pursuant to Board of Trustees Rules 6Hx23-6.09 and 6Hx-6.10.

Agenda Item VIII- C

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: Quarterly Informational Report of Exempt and Non-Exempt Purchases

This informational report includes purchases above Category 2 (currently $35,000.) but not exceeding Category 5 ($325,000.) as specified in Board of Trustee's Rule 6Hx23-5.12. These transactions during the preceding quarter have been approved by the President's designee and may be exempt from the bidding procedure pursuant to the State Board of Education Procurement Requirements 6A-14.0734.

Because each transaction stands on its own and does not occur in sequence with other transactions, a cumulative dollar amount is not implied when the same vendor appears more than once on the report. A summary appears at the end of the report, grouping vendors that appear on the report more than once, showing a total for each during the period.

The acronyms "SBE", "BOT" and "ITB" stand for the State Board of Education, the St. Petersburg College Board of Trustees, and Invitation to Bid, respectively.

The listing is by Purchase Order Number:

1. **P.O. #103407 – University of South Florida –** This is in the amount of **$46,608.98** for funding allocation for 2017-2018 College Reach-Out Program (CROP) expenses. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional services…" **Recommended** by Misty Kemp, Executive Student Services Director, Academic and Student Affairs, and approved by Patrick Rinard, Interim Senior Vice President, Student Services.

2. **P.O. #103408 – State College of Fl Manatee-Sarasota –** This is in the amount of **$50,617.93** for funding allocation for 2017-2018 College Reach-Out Program (CROP) expenses. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional services…" **Recommended** by Misty Kemp, Executive Student Services Director, Academic and Student Affairs, and approved by Patrick Rinard, Interim Senior Vice President, Student Services.

3. **P.O. #103415 – Salazar, John –** This is in the amount of **$125,004.00** for support of the management of the MPP/SMART Policing project in El Salvador. This will be a

recurring request monthly beginning 10/1/2017. Exact monthly amount will be $10,417.00 x 12 months. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional services…" **Recommended** by Scott Fronrath, Provost, AC, and approved by Patrick Rinard, Interim Senior Vice President, Student Services.

4. **P.O. #103487 – Fibernet Direct Florida –** This is in the amount of **$37,800.00** to provide monthly 2g internet service location 6021 142nd AVE N., Clearwater, FL at $3,150.00 per month. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption: "Information technology…" **Recommended** by Brian Miles, Vice President Business Services and Information Technology, and approved by Brian Miles, Vice President Business Services and Information Technology.

5. **P.O. #103488 – Universidad Tecnologica De El Salvador –** This is in the amount of **$193,000.00** for community police evaluation and community surveys in El Salvador. First stage methodology program formulation capture and design of instruments, second phase baseline tracking. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional services…" **Recommended** by Scott Fronrath, Provost, AC, and approved by Patrick Rinard, Interim Senior Vice President, Student Services.

6. **P.O. #103493 – Stanley Convergent Security Solutions –** This is in the amount of **$40,786.80** For college-wide installation, monitoring, and maintenance for the period of 7/1/17-6/30/18. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption I: "Single source…" **Recommended** by Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services, and approved by Brian Miles, Vice President Business Services and Information Technology.

7. **P.O. #103617 – Ratcliffe, Jeremy Hayward –** This is in the amount of **$39,000.00** for up to three iterations of the Intelligence Led Policing class in El Salvador between January and June, 2018 in the amount of $13,000.00 per iteration. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional services…" **Recommended** by Scott Fronrath, Provost, AC, and approved by Patrick Rinard, Interim Senior Vice President, Student Services.

8. **P.O. #103636 – Santiago, Ernesto Fernandez –** This is in the amount of **$36,400.00** for presentation of up to seven iterations of the 40-hour community policing classes to be held in El Salvador between January and June, 2018. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional services…" **Recommended** by Scott Fronrath, Provost, AC, and approved by Patrick Rinard, Interim Senior Vice President, Student Services.

9. **P.O. #103674 – Florida Crisis Response Team Inc –** This is in the amount of **$100,000.00** to deliver and conduct five 40-hour "Responding to Community Crisis" classses. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption

G: "Professional services…" **Recommended** by Scott Fronrath, Provost, AC, and approved by Patrick Rinard, Interim Senior Vice President, Student Services.

10. P.O. #103720 – Sharpturn Consulting Partners – This is in the amount of **$38,500.00** for human resources consulting services to assist with HR Director position. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional services…" **Recommended** by Brian Miles, Vice President Business Services and Information Technology, and approved by Brian Miles, Vice President Business Services and Information Technology.

11. P.O. #103749 – Neri, Robert L – This is in the amount of **$50,050.00** for Robert to serve as technical advisor, consultant, and liaison between other non-governmental organizations and possible instructor for the VOCA award by identifying survey targets, analyzing data, and assessing training needs. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional services…" **Recommended** by Scott Fronrath, Provost, AC, and approved by Patrick Rinard, Interim Senior Vice President, Student Services.

12. P.O. #103841 – Howard Technology Solutions – This is in the amount of **$63,479.00** for computer equipment and 4 years of basic maintenance. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: "Information technology…" **Recommended** by Brian Miles, Vice President Business Services and Information Technology, and approved by Brian Miles, Vice President Business Services and Information Technology.

13. P.O. #103854 – Sybte Technologies Inc – This is in the amount of **$55,000.00** for PeopleSoft HCM technical consulting services by Bhavik Patel, start date 12/11/17 end date no later than 4/13/18. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: "Information technology…" **Recommended** by Scott Fronrath, Provost, AC, and approved by Patrick Rinard, Interim Senior Vice President, Student Services.

14. P.O. #103870 – Independent Electrical Contractors Inc – This is in the amount of **$45,600.00** for Florida apprenticeship initiative memorandum of understanding for disbursement of job-related technical instruction and other approved expense funds.. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional services…" **Recommended** by Sharon Setterlind, Dean, College of Computer and IT, Academic and Student Affairs, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

Change Orders listed in numeric order:

1. **P.O. #102514 –Proquest LLC –** This change order is in the amount of **$25,000.00** increase (new total is $40,000.00). For books for the 2-year programs for the period of 7/1/17-6/30/18. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption C: "Library books…" **Recommended** by Matthew Bodie, Executive Academic Program Director,

Learning Resources, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

2. **P.O. #102616 – Tri-Us Janitorial Supply:** This change order is in the amount of **$20,000.00** increase (new total is $44,000.00). For paper product custodial supplies campus-wide for the period of 7/1/17-6/30/18. **Authority:** SBE & BOT Rule 6Hx23-5.12, per ITB 01-14-15 award **Recommended** by Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services, and approved by Brian Miles, Vice President Business Services and Information Technology.

3. **P.O. #102803 – Daikin Applied:** This change order is in the amount of **$7,404.00** increase (new total is $46,929.00). For annual inspection of chillers campus-wide. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption D: "Contract pricing…" **Recommended** by Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services, and approved by Brian Miles, Vice President Business Services and Information Technology.

4. **P.O. #102944 – Iheartmedia Inc:** This change order is in the amount of **$59,822.92** increase (new total is $77,035.50). For radio spots to run on WLFZ 93.3 and WFUS 103.5 from July 2017 through July 2018. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption F: "Services or commodities…" **Recommended** by Diana Sabino, Executive Director, Marketing and Strategic Communication, and approved by Brian Miles, Vice President Business Services and Information Technology.

5. **P.O. #102945 – Google Inc:** This change order is in the amount of **$171,938.54** increase (new total is $267,999.98). For internet marketing services display and pay-per-click advertising for the period of 7/1/1/17-6/30/18. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption F: "Services or commodities…" **Recommended** by Diana Sabino, Executive Director, Marketing and Strategic Communication, and approved by Brian Miles, Vice President Business Services and Information Technology.

6. **P.O. #102963 – Cox Radio Inc:** This change order is in the amount of **$37,931.16** increase (new total is $43,885.51). For radio spots to run on WPOI-FM 101.5 and WFUS 103.5 from July 2017 through July 2018. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption F: "Services or commodities…" **Recommended** by Diana Sabino, Executive Director, Marketing and Strategic Communication, and approved by Brian Miles, Vice President Business Services and Information Technology.

7. **P.O. #103406 – Hillsborough Community College:** This change order is in the amount of **$550.00** increase (new total is $51,167.93). Funding allocation for 2017-2018 CROP expenses. **This is grant funded. Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption G: "Professional services…" **Recommended** by Misty Kemp, Executive Student Services Director, Academic and Student Affairs, and approved by Patrick Rinard, Interim Senior Vice President, Student Services.

Summary of Vendors Appearing More Than Once (exclusive of change orders)

NA

For Information: Excerpt from Board of Trustees Rule 6Hx23-5.12 Purchasing

All non-exempt purchases exceeding the Category Two threshold amount [$35,000] as specified in Section 287.017, Florida Statutes, require a formal sealed competitive solicitation requested from at least three responsible vendors, when possible. In addition, competitive solicitation awards exceeding the Category Five threshold amount [$325,000] as specified in Section 287.017, Florida Statutes, must be approved by the Board of Trustees. Whenever two or more such solicitations, which are equal with respect to price, quality, and service, are received for the procurement of commodities or services, a solicitation response received from a business that certifies it has implemented a drug-free workplace program as specified in Section 287.087, Florida Statutes, shall be given preference in the award process. In the event it is desired to competitively solicit commodities or services that are included in the exempt from competitive solicitation category, the competitive solicitation must originate through Purchasing.

The following are exceptions to competitive solicitations:

A. Purchases under Sections 946.515 (PRIDE) and 946.519 (The State Department of Corrections), Florida Statutes.

B. Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audiovisual materials, and computer-based instructional software.

C. Library books, reference books, periodicals, and other library materials and supplies.

D. Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or non-profit buying cooperatives.

E. Food.

F. Services or commodities available only from a single or sole source.

G. Professional services, including, but not limited to artistic services, instructional services, health services, environmental matters, attorneys, legal services, auditors, and management consultants, architects, engineers, and land surveyors. Services of architects, engineers, and land surveyors shall be selected and negotiated according to Section 287.055, Florida Statutes. For the purposes of this paragraph, "professional services" shall include services in connection with environmental matters, including, but not limited to the removal of asbestos, biological waste, and other hazardous material.

H. Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange, and use information in various forms of voice, video and data and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.

I. Single Source procurements for purposes of economy or efficiency in standardization of materials or equipment.

J. Emergency purchases not in excess of the Category Two threshold [$35,000] as specified in Section 287.017, Florida Statutes as provided for in P6Hx23-5.123.

(Rule Authority: State Board of Education Rule 6A-14.0734 Bidding Requirements.)

This Quarterly Informational Report was compiled by Joe C. Smith, Director of Procurement, Asset Management and Auxiliary Services.

Agenda Item VII-D

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: Removal of Certain Assets from Property Inventory

This Memo is for informational purposes and fulfills the requirement of Florida Statute 274.07 for the recording of the disposition of government property into the Board Meeting minutes. Per approval by the Survey Committee for removal from the inventory, the following items have a current Net Book value of $0 and were acquired between 1987 and 2017.

Tag Number	Description	Acq Date
00855	Microscope:Reichert	6/1/1987
02231	Oscilloscope:Hitachi	2/1/1989
02234	Oscilloscope:Hitachi	7/1/1988
02243	Oscilloscope:Hitachi	2/1/1989
02250	Oscilloscope:Hitachi	7/1/1988
02253	Oscilloscope:Hitachi	2/1/1989
02255	Logic Analyzer:Hewlett P	8/1/1988
02515	Digital Wattmeter	1/1/1987
02516	Digital Wattmeter	1/1/1987
02517	Digital V-A-W Meter	1/1/1990
02518	Digital V-A-W Meter	1/1/1990
07543	Digitizing Oscilloscope	1/1/1993
07545	Digitizing Oscilloscope	1/1/1993
07548	Digitizing Oscilloscope	1/1/1993
07561	Logic Analyzer	1/1/1993
07562	Logic Analyzer	1/1/1993
07563	Logic Analyzer	1/1/1993
07564	Logic Analyzer	1/1/1993
08537	Paper Shredder:Wilson Jo	6/1/1994

Tag Number	Description	Acq Date
10676	Powerboard W/50A Charger	10/26/1996
12654	Recorder:Sony UVW-1800 Beta Sp	8/18/1997
14085	Projector:Epson	11/4/1998
14980	Desk/Table/Return	1/12/1999
15193	APC Smart-UPS 2200	6/21/1999
15233	Projector:Epson	7/8/1999
15579	Computer: Dell P6400	8/13/1999
15591	Computer: Dell P6400	8/13/1999
15635	Laptop Computer:Apple	8/20/1999
15697	Projector:Dukane	1/10/2000
16672	Router:Cisco	12/2/1999
17104	Server:Dell PowerEdge	5/19/2000
17894	Phone Switch	8/25/1999
18082	SuperStack Switch:3900	8/16/2000
18167	Switch: 24 Port	7/28/2000
18280	Router:Cisco	10/10/2000
18414	Laptop Computer:Toshiba	9/25/2000
18556	Projector:Epson	12/14/2000
18892	Visual Presenter:Elmo	3/1/2001
18904	Laptop Computer:Dell Latitude	3/13/2001
18931	Printer:Lexmark T614N	3/27/2001
18940	Laptop Computer:Dell Latitude	3/30/2001
19170	SuperStack Switch	4/16/2001
19320	Laptop Computer:Dell Latitude	6/5/2001
19367	Server:Dell PowerEdge 1550	5/9/2001
19431	Projector:Epson	6/8/2001
19520	Video Presenter:Samsung	8/23/2001
20961	Computer:Dell GX240	11/13/2001
20979	Computer: Dell GX240	11/13/2001
21525	Rack Mount Chassis	4/23/2002
22130	Visual Presenter: Elmo	7/17/2002
22194	NEC Telephone Comm System	5/31/2002
22195	NEC Telephone Comm System	5/30/2002
22410	Computer: Dell GX260T	6/26/2002
22431	Router: Cisco 1601	7/11/2002
23063	Laptop Computer: Dell Latitude	7/25/2002

Tag Number	Description	Acq Date
23235	Laptop Computer: Dell Latitude	8/6/2002
23283	Switch: Extreme 48	8/12/2002
23459	Converter Chassis:AmerCom	4/10/2003
23620	Fiber Loc Splice Kit:3M	5/30/2003
23621	Fiber Loc Splice Kit:3M	5/30/2003
23625	Fiber Test Kit:Wavetek	5/30/2003
23782	Projector:Epson	9/24/2002
23906	Monitor:Marshall	1/28/2003
23907	Monitor:Marshall	1/28/2003
23999	Laptop Computer: Dell Latitude	1/15/2003
24084	Ultrasonic Cleaner: Prosonic	3/25/2003
24103	Ultrasoncic:Prosonic 2000	5/16/2003
24261	Triple Monitor:Marshall	1/28/2003
24458	Router:Cisco	8/22/2002
24552	Laptop Computer: Dell Latitude	1/28/2003
24764	Projector:Epson	5/12/2003
24906	Computer:Dell GX260T	6/11/2003
25022	Laptop Computer: Dell Latitude	4/22/2003
25233	Computer: Dell GX260T	4/30/2003
25238	Computer: Dell GX260T	4/30/2003
25334	Switch:NEAX2400	6/3/2003
25381	Laptop Computer: Dell Latitude	5/2/2003
25518	Projector:Epson 7700P	5/6/2003
25695	Computer: Dell GX260T	4/30/2003
25886	Laptop Computer: Dell Latitude	5/12/2003
25887	Laptop Computer: Dell Latitude	5/12/2003
25955	Projector:Epson	8/4/2003
26033	Plasma Monitor:50"	8/6/2003
26083	Laptop Computer:Apple PGB4	9/24/2003
26196	Projector:Eiki	7/31/2003
26205	Projector:Eiki	7/31/2003
26227	Projector:Epson	8/20/2003
26265	DVCAM Studio Editing Player	12/15/2003
26514	Projector:Epson 7800	4/14/2004
26520	Copy Machine:Ricoh	5/3/2004
26836	Projector:Epson	8/25/2003

Tag Number	Description	Acq Date
26855	Projector:Epson	9/2/2003
26934	Projector:Epson	8/25/2003
26935	Projector:Epson	8/25/2003
27503	Laptop Computer:Dell Latitude	3/25/2004
27648	Computer:Dell GX270	3/31/2004
27664	Laptop Computer:Dell Latitude	4/5/2004
27680	Printer:Okidata	4/13/2004
27834	Laptop Computer:Dell Latitude	4/13/2004
28014	Laptop Computer:Dell Latitude	5/14/2004
28017	Laptop Computer:Dell Latitude	5/17/2004
28123	Projector:Epson	6/16/2004
28124	Projector:Epson	6/16/2004
28168	Projector:Epson	12/10/2004
28231	DM PBX:Neax 2000	3/23/2004
28237	Printer:Lexmark	5/27/2004
28287	Server:Dell PowerEdge 2650	11/4/2004
28436	Projector:Epson	6/25/2004
28437	Projector:Epson	6/25/2004
28438	Projector:Epson	6/25/2004
28439	Projector:Epson	6/25/2004
28539	IP Phone Switch:NEC	3/2/2005
28594	Laptop Computer:Dell Latitude	9/9/2004
28699	Router:Cisco	2/28/2005
28711	Club Car:Carryall	6/3/2005
28907	Media Composer:Axid	1/13/2005
28908	Server Tower:HP XW8000	1/13/2005
28932	Switch:Aruba 800	2/2/2005
29010	Projector: Dell 2300MP	11/3/2004
29154	Media Drive:Axid	1/13/2005
29155	Media Drive:Axid	1/13/2005
29156	Media Drive:Axid	1/13/2005
29178	Projector:Dell 2300MP	2/24/2005
29240	Laptop Computer:Dell Latitude	2/7/2005
29300	Projector:Dell 4100T	4/12/2005
29342	Analog Phone Gateway:Cisco	2/3/2005
29343	Analog Phone Gateway:Cisco	2/3/2005

Tag Number	Description	Acq Date
29434	Laptop Computer:Dell Latitude	3/16/2005
29437	Switch:Cisco Port Voice	3/8/2005
29447	Laptop Computer:Dell Latitude	3/28/2005
29504	Computer:Dell GX280	5/2/2005
29841	UPS:Smart	6/23/2005
29850	Projector:Epson	8/1/2005
30008	Laptop Computer:Dell Latitude	5/13/2005
30129	APC:Smart UPS XL 2200VA	4/3/2006
30131	APC:Smart UPS XL 2200VA	4/3/2006
30132	APC:Smart UPS XL 2200VA	4/3/2006
30161	Multimedia Display Drive Syste	6/16/2006
30167	Projector:Eiki	6/16/2006
30196	Audio/Video Switch: Crestron	6/16/2006
30197	Media Manager: Crestron	6/16/2006
30211	Media Manager: Crestron	6/16/2006
30275	Projector:Eiki	6/23/2006
30312	QM Control Sys and Av Rec	6/21/2006
30392	Media Switcher- Creston	6/16/2006
30445	White Board: Interwrite	6/16/2006
30446	White Board: Interwrite	6/16/2006
30508	Projector:Eiki	6/16/2006
30510	Projector:Eiki	6/16/2006
30527	Plasma PC:TTUFF	6/16/2006
30528	Plasma PC:TTUFF	6/16/2006
30531	Plasma PC:TTUFF	6/16/2006
30557	Video signaling PC:Ttuff	6/16/2006
30558	Video signaling PC:Ttuff	6/16/2006
30583	Laptop Computer:Dell Latitude	6/7/2005
30593	Laptop Computer:Dell Latitude	6/9/2005
30607	Projector:Eiki	6/16/2006
30608	Projector:Eiki	6/16/2006
30630	Projector:Eiki	6/16/2006
30632	Media Controller/QM Receiver	6/16/2006
30633	Media Controller/QM Receiver	6/16/2006
30636	Media Controller/QM Receiver	6/16/2006
30637	Media Controller/QM Receiver	6/16/2006

Tag Number	Description	Acq Date
30639	Media Controller/QM Receiver	6/16/2006
30640	QM Distribution Center 7X12	6/16/2006
30641	QM Distribution Center 7X12	6/16/2006
30642	QM Distribution Center 7X12	6/16/2006
30645	Projector:Eiki	6/16/2006
30646	Projector:Eiki	6/16/2006
30649	Projector:Eiki	6/16/2006
30650	Projector:Eiki	6/16/2006
30662	Projector:Eiki	6/16/2006
30663	Projector:Eiki	6/16/2006
30666	Processor:Creston	6/16/2006
30668	Processor:Creston	6/16/2006
30700	Media Manager:Creston	6/16/2006
30702	Media Manager:Creston	6/16/2006
30703	Media Manager:Creston	6/16/2006
30708	DocumentPresenter Digital:Elmo	6/16/2006
30715	Projector:Eiki	6/16/2006
30716	Projector:Eiki	6/16/2006
30717	Projector:Eiki	6/16/2006
30719	Projector:Eiki	6/16/2006
30720	Projector:Eiki	6/16/2006
30722	Projector:Eiki	6/16/2006
30724	Projector:Eiki	6/16/2006
30726	Projector:Eiki	6/16/2006
30728	Projector:Eiki	6/16/2006
31268	Computer:Dell 670	8/10/2005
31271	Computer:Dell 670	8/10/2005
31335	Computer:Dell GX280	7/18/2005
31568	Laptop Computer:Dell Latitude	8/17/2005
31602	Laptop Computer:Dell Latitude	9/20/2005
31781	Laptop Computer:Dell Latitude	8/18/2005
31908	Projector:Epson	4/25/2006
31910	Projector:Epson	4/25/2006
31917	SingleCard Access w/Encoding	4/28/2006
31918	Laptop Computer:Dell Latitude	3/7/2006
31919	Laptop Computer:Dell Latitude	3/7/2006

Tag Number	Description	Acq Date
31941	Computer:Dell GX620	4/4/2006
31954	Computer:Dell GX620	4/10/2006
32003	Laptop Computer:Dell Latitude	5/3/2006
32007	Computer:Dell GX620	5/3/2006
32008	Computer:Dell GX620	5/3/2006
32064	Analog Phone Gateway:Cisco	5/17/2006
32107	Computer:Dell GX520	8/19/2005
32251	Computer:Dell GX620	8/25/2005
32285	Computer:Dell GX620	8/25/2005
32340	Computer:Dell GX620	8/23/2005
32528	Computer:Dell GX620	9/1/2005
32544	Computer:Dell GX620	9/1/2005
32564	Computer:Dell GX620	9/1/2005
32581	Computer:Dell GX620	9/1/2005
32888	Computer:Dell GX620	10/10/2005
32943	Laptop Computer:HP DV5140	6/27/2006
32974	Projector:Epson	10/5/2005
32981	Projector:Epson EMP830P	10/5/2005
33303	Computer:Dell GX620	12/9/2005
33372	Computer:Dell GX620	1/9/2006
33385	Computer:Dell GX620	1/9/2006
33517	Laptop Computer:Dell Latitude	1/11/2006
33749	Projector:Eiki	1/27/2006
33852	Netlab Server:IBM	5/30/2006
33880	Single Port 24 Channel Ti	5/31/2006
34014	Laptop Computer:Toshiba M7	8/2/2006
34110	Blade Server:Dell	11/7/2006
34279	Computer:Dell GX620	5/3/2006
34297	Computer:Dell GX620	5/3/2006
34413	Laptop Computer: Dell Latitude	5/15/2006
34414	Laptop Computer: Dell Latitude	5/15/2006
34415	Laptop Computer: Dell Latitude	5/15/2006
34416	Laptop Computer: Dell Latitude	5/15/2006
34417	Laptop Computer: Dell Latitude	5/15/2006
34418	Laptop Computer: Dell Latitude	5/15/2006
34419	Laptop Computer: Dell Latitude	5/15/2006

Tag Number	Description	Acq Date
34420	Laptop Computer: Dell Latitude	5/15/2006
34421	Laptop Computer: Dell Latitude	5/15/2006
34422	Laptop Computer: Dell Latitude	5/15/2006
34456	Laptop Computer: Dell Latitude	5/30/2006
34477	Laptop Computer: Dell Latitude	5/23/2006
34593	Switch:Cisco 3560	9/11/2006
34668	Laptop Computer:HP DV5140	6/27/2006
34857	Laptop Computer:Dell Latitude	7/7/2006
34859	Laptop Computer:Dell Latitude	7/7/2006
34865	Laptop Computer:Dell Latitude	7/7/2006
34866	Laptop Computer:Dell Latitude	7/7/2006
34873	Laptop Computer:Dell Latitude	7/7/2006
35048	Laptop Computer:Dell Latitude	9/26/2006
35049	Laptop Computer:Dell Lattiude	9/26/2006
35067	Laptop Computer:Dell Latitude	10/6/2006
35140	Laptop Computer:Dell Latitude	11/27/2006
35145	Laptop Computer:Dell Latitude	12/5/2006
35162	Laptop Computer:Dell Latitude	12/8/2006
35164	OptiPlex 745	12/11/2006
35167	OptiPlex 745	12/11/2006
35342	Server Poweredge	1/12/2007
35379	DLP Projector:Dell	11/14/2006
35391	Computer:Dell GX620	11/14/2006
35488	Laptop Computer:Dell Latitude	9/13/2006
35490	Laptop Computer:Dell Latitude	9/13/2006
35500	Laptop Computer:Dell D620	9/27/2006
35509	Laptop Computer:Dell D620	9/27/2006
35520	Laptop Computer:Dell D620	9/27/2006
35522	Laptop Computer:Dell D620	9/27/2006
35551	Laptop Security Cart:16-Module	10/10/2006
35582	Computer:Dell GX620	11/27/2006
35583	Computer:Dell GX620	11/27/2006
35689	Dell Precision Workstation	2/2/2007
35694	OptiPlex computer	2/9/2007
35699	Dell Latitude	2/27/2007
35751	Projector: Epson	5/3/2007

Tag Number	Description	Acq Date
35757	Projector	7/30/2007
35758	Projector	6/28/2007
35759	Projector	6/28/2007
35760	Projector	6/28/2007
35761	Projector	6/28/2007
35762	Projector	6/28/2007
35840	Dell latitude D820	3/13/2007
35841	Dell latitude D820	3/13/2007
35876	Laptop	2/21/2007
35911	Dell Optiplex	3/27/2007
36021	Printer: Dell 5310n	8/13/2007
36032	Projector	6/22/2007
36038	Camcorder Sony	3/8/2007
36119	Phone system SV7000	4/12/2007
36140	Computer: Laptop	4/24/2007
36141	Laptop: Precision M65	4/24/2007
36265	Projector - EIKI	9/25/2007
36282	Projector	4/15/2008
36320	COMPUTER: LAPTOP	5/7/2007
36339	Laptop Latitude	5/22/2007
36344	Projector Power Light	5/29/2007
36345	Projector Power Light	5/29/2007
36348	Projector Power Light	5/29/2007
36350	Server: PowerEdge 1955	11/7/2006
36351	Server: PowerEdge 1955	11/7/2006
36352	Server: PowerEdge 1955	11/7/2006
36353	Server: PowerEdge 1955	11/7/2006
36355	Server: PowerEdge 1955	11/7/2006
36359	Projector Power Light	5/29/2007
36370	Projector Power Light	5/29/2007
36379	Computer: Laptop	5/30/2007
36440	Projector Epson	4/11/2008
36459	Projector - EIKI	12/1/2008
36463	Eiki Projector	2/26/2009
36566	Computer: Laptop	6/12/2007
36598	Latitude D820	7/5/2007

Tag Number	Description	Acq Date
36634	Dell Precision M90	7/20/2007
36642	Computer: Laptop	5/18/2007
36643	Computer: Laptop	5/18/2007
36646	Computer: Laptop	5/18/2007
36652	Computer: Laptop	5/18/2007
36654	Computer: Laptop	5/18/2007
36661	Computer: Laptop	5/18/2007
36878	Latitude D531	10/1/2007
36907	Computer - Latitude D830	11/12/2007
36920	Computer-Laptop-Latitiude D830	1/23/2008
36933	Computer - OptiPlex 755	1/28/2008
36941	Laptop Computer; Latitude D830	2/4/2008
36948	Computer - Dell Percision 490	2/14/2008
36950	Computer - Latitude D830	2/15/2008
36954	TV Flat panel 32"	6/14/2007
36958	TV Flat panel 32"	6/14/2007
37341	Dell Server R710	10/9/2009
37342	Dell Server	10/9/2009
37343	Dell Server	10/9/2009
37344	Dell Server	10/9/2009
37381	Projector - EIKI	4/8/2008
37382	Projector - EIKI	4/8/2008
37383	Projector - EIKI	4/8/2008
37384	Projector - EIKI	4/8/2008
37387	Projector - EIKI	4/8/2008
37390	Projector - EIKI	4/8/2008
37408	Projector - Eiki LCX71	5/8/2008
37421	Computer - Latitude D830	5/5/2008
37435	Printer - Lexmark T642dtn	5/23/2008
37549	Computer;Desktop;OptiPlex 755	2/1/2008
37552	Computer;Desktop;OptiPlex 755	2/1/2008
37563	Computer;Desktop;OptiPlex 755	2/1/2008
37567	Computer;Desktop;OptiPlex 755	2/1/2008
37569	Computer;Desktop;OptiPlex 755	2/1/2008
37570	Computer;Desktop;OptiPlex 755	2/1/2008
37572	Computer;Desktop;OptiPlex 755	2/1/2008

Tag Number	Description	Acq Date
37574	Computer;Desktop;OptiPlex 755	2/1/2008
37576	Computer;Desktop;OptiPlex 755	2/1/2008
37579	Computer;Desktop;OptiPlex 755	2/1/2008
37580	Computer;Desktop;OptiPlex 755	2/1/2008
37591	Computer;Desktop;OptiPlex 755	2/1/2008
37606	Computer - OptiPlex 755	2/4/2008
37656	Computer - Latitude D830	2/14/2008
37658	Computer - Latitude D830	2/14/2008
37661	Computer - Latitude D830	2/14/2008
37662	Computer - Latitude D830	2/14/2008
37663	Computer - Latitude D830	2/14/2008
37664	Computer - Latitude D830	2/14/2008
37671	Computer - Latitude D830	2/14/2008
37672	Computer - Latitude D830	2/14/2008
37678	Computer - Latitude D830	2/14/2008
37680	Computer - Latitude D830	2/14/2008
37681	Computer - Latitude D830	2/14/2008
37682	Computer - Latitude D830	2/14/2008
37684	Computer - Latitude D830	2/14/2008
37689	Computer - Latitude D830	2/14/2008
37701	Chassis- Black Diamond 8810	5/13/2008
37804	Switch -Catalyst 3560	6/2/2008
37813	Battery Back up - SMART UPS	7/24/2008
37841	EIKI LCD Projector	1/23/2009
37842	EIKI LCD Projector	1/23/2009
37843	EIKI LCD Projector	1/23/2009
37846	EIKI LCD Projector	1/23/2009
37847	EIKI LCD Projector	1/23/2009
37848	EIKI LCD Projector	1/23/2009
37849	EIKI LCD Projector	1/23/2009
37850	EIKI LCD Projector	1/23/2009
37852	EIKI LCD Projector	1/23/2009
37853	EIKI LCD Projector	1/23/2009
37855	EIKI LCD Projector	1/23/2009
37859	EIKI LCD Projector	1/23/2009
37860	EIKI LCD Projector	1/23/2009

Tag Number	Description	Acq Date
37862	EIKI LCD Projector	1/23/2009
37863	EIKI LCD Projector	1/23/2009
37864	EIKI LCD Projector	1/23/2009
37865	EIKI LCD Projector	1/23/2009
37867	EIKI LCD Projector	1/23/2009
37868	EIKI LCD Projector	1/23/2009
37869	EIKI LCD Projector	1/23/2009
37871	EIKI LCD Projector	1/23/2009
37906	Computer - Optiplex 755 MT	5/15/2008
37916	Computer - Optiplex 755 MT	6/24/2008
37917	Computer - Optiplex 755 MT	6/24/2008
37918	Computer - Optiplex 755 MT	6/24/2008
37921	Computer - Optiplex 755 MT	6/24/2008
37923	Computer - Optiplex 755 MT	6/24/2008
37924	Computer - Optiplex 755 MT	6/24/2008
37925	Computer - Optiplex 755 MT	6/24/2008
37926	Computer - Optiplex 755 MT	6/24/2008
37927	Computer - Optiplex 755 MT	6/24/2008
37928	Computer - Optiplex 755 MT	6/24/2008
37929	Computer - Optiplex 755 MT	6/24/2008
37931	Computer - Optiplex 755 MT	6/24/2008
37933	Computer - Optiplex 755 MT	6/24/2008
37934	Computer - Optiplex 755 MT	6/24/2008
37936	Computer - Optiplex 755 MT	6/24/2008
37937	Computer - Optiplex 755 MT	6/24/2008
37939	Computer - Optiplex 755 MT	6/24/2008
38006	Computer - Latitude D830	5/28/2008
38007	Computer - Latitude D830	5/28/2008
38014	Computer - Latitude D830	5/29/2008
38017	Computer - Latitude D830	5/29/2008
38025	Computer - Latitude D830	5/30/2008
38028	Computer - Latitude D830	5/30/2008
38030	Computer - Latitude D830	5/30/2008
38052	Computer - Latitude D830	6/2/2008
38085	Computer - Latitude D830	6/4/2008
38127	Computer - Optiplex 755 MT	5/28/2008

Tag Number	Description	Acq Date
38167	Apple iMac	6/12/2008
38202	Computer - OptiPlex 755 MT	6/12/2008
38206	Computer - OptiPlex 755 MT	6/12/2008
38226	Computer - Latitude D630	6/24/2008
38280	Media Gateway - phone	9/9/2008
38281	Phone System SR-MGC	9/9/2008
38304	Projector - Epson 6110i	10/1/2008
38307	Projector - Epson 6110i	10/1/2008
38308	Projector - Epson 6110i	10/1/2008
38309	Projector - Epson 6110i	10/1/2008
38310	Projector - Epson 6110i	10/1/2008
38323	Projector - Epson 6110i	9/30/2008
38326	Projector - Epson 6110i	9/30/2008
38328	Projector - Epson 6110i	9/30/2008
38331	Projector - Epson 6110i	10/1/2008
38332	Projector - Epson 6110i	10/1/2008
38333	Projector - Epson 6110i	10/1/2008
38335	Projector - Epson 6110i	10/1/2008
38337	Projector - Epson 6110i	10/1/2008
38339	Projector - Epson 6110i	10/1/2008
38359	Laptop - Latitude D830	5/29/2008
38372	Eiki Video Projector	1/23/2009
38455	Projector - EIKI LC-XG400	12/15/2008
38497	ITTY Computer	6/30/2010
38498	ITTY Computer	6/30/2010
38544	Projector - Epson 6110i	10/1/2008
38545	Projector - Epson 6110i	10/1/2008
38546	Projector - Epson 6110i	10/1/2008
38551	Projector - Epson 6110i	10/1/2008
38552	Projector - Epson 6110i	10/1/2008
38553	Projector - Epson 6110i	10/1/2008
38554	Projector - Epson 6110i	10/1/2008
38555	Projector - Epson 6110i	10/1/2008
38556	Projector - Epson 6110i	10/1/2008
38557	Projector - Epson 6110i	10/1/2008
38558	Projector - Epson 6110i	10/1/2008

Tag Number	Description	Acq Date
38559	Projector - Epson 6110i	10/1/2008
38560	Projector - Epson 6110i	10/1/2008
38561	Projector - Epson 6110i	10/1/2008
38562	Projector - Epson 6110i	10/1/2008
38563	Projector - Epson 6110i	10/1/2008
38564	Projector - Epson 6110i	10/1/2008
38565	Projector - Epson 6110i	10/1/2008
38566	Projector - Epson 6110i	10/1/2008
38567	Projector - Epson 6110i	10/1/2008
38568	Projector - Epson 6110i	10/1/2008
38569	Projector - Epson 6110i	10/1/2008
38570	Projector - Epson 6110i	10/1/2008
38571	Projector - Epson 6110i	10/1/2008
38572	Projector - Epson 6110i	10/1/2008
38573	Projector - Epson 6110i	10/1/2008
38574	Projector - Epson 6110i	10/1/2008
38575	Projector - Epson 6110i	10/1/2008
38576	Projector - Epson 6110i	10/1/2008
38577	Projector - Epson 6110i	10/1/2008
38579	Projector - Epson 6110i	10/1/2008
38580	Projector - Epson 6110i	10/1/2008
38581	Projector - Epson 6110i	10/1/2008
38582	Projector - Epson 6110i	10/1/2008
38583	Projector - Epson 6110i	10/1/2008
38584	Projector - Epson 6110i	10/1/2008
38585	Projector - Epson 6110i	10/1/2008
38586	Projector - Epson 6110i	10/1/2008
38587	Projector - Epson 6110i	10/1/2008
38588	Projector - Epson 6110i	10/1/2008
38696	Computer - Latitude D830	8/22/2008
38707	Computer - Latitude D830	10/9/2008
38708	Computer - Latitude D830	10/9/2008
38712	Computer - Latitude D830	10/9/2008
38720	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38721	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38722	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008

Tag Number	Description	Acq Date
38724	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38725	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38726	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38727	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38728	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38729	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38733	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38741	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38742	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38745	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38750	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38752	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38753	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38756	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38757	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38758	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38761	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38763	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38764	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38765	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38766	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38767	Laptop 2.00 GHZ 2.5 GB 80GB	10/21/2008
38848	EIKI LCD Projector	1/23/2009
38858	Switch 48port Ext 48si	4/16/2009
38861	APC Smart UPS	1/19/2009
38872	Smart UPS	1/19/2009
38881	Computer Imac 24 inch Apple	1/13/2009
38882	Computer Imac 24 inch Apple	1/13/2009
38888	Computer Imac 24 inch Apple	1/13/2009
38946	Catalyst Switch	3/8/2010
39004	Laptop - Latitude E6500	2/16/2009
39007	Projector 6110i Epson	2/20/2009
39008	Projector 6110i Epson	2/20/2009
39009	Projector 6110i Epson	2/20/2009
39010	Projector 6110i Epson	2/20/2009
39011	Projector 6110i Epson	2/20/2009

Tag Number	Description	Acq Date
39012	Projector 6110i Epson	2/20/2009
39013	Projector 6110i Epson	2/20/2009
39014	Projector 6110i Epson	2/20/2009
39015	Projector 6110i Epson	2/20/2009
39016	Projector 6110i Epson	2/20/2009
39017	Projector 6110i Epson	2/20/2009
39018	Projector 6110i Epson	2/20/2009
39095	Elmo Presenter	11/4/2008
39263	Dell 6400 Precision Laptop	3/25/2010
39294	Dell Latitude D830	12/6/2011
39407	Lattitude E5500 Laptop	8/20/2009
39408	Lattitude E5500 Laptop	8/20/2009
39411	Lattitude E5500 Laptop	8/20/2009
39412	Lattitude E5500 Laptop	8/20/2009
39413	Lattitude E5500 Laptop	8/20/2009
39434	Laptop Lattitude E5500	8/26/2009
39462	Latitude E6400 Laptop	2/26/2010
39545	Laptop Toshiba Portege	5/5/2010
39546	Toshiba Laptop Protege	5/18/2010
39547	Toshiba Laptop Protege	5/18/2010
39549	Toshiba Laptop Protege	5/18/2010
39550	Toshiba Laptop Protege	5/18/2010
39551	Toshiba Laptop Protege	5/18/2010
39552	Toshiba Laptop Protege	5/18/2010
39557	EPS Projector XGA	8/5/2010
39558	EPS Projector XGA	8/5/2010
39560	EPS Projector XGA	8/5/2010
39561	EPS Projector XGA	8/5/2010
39563	EPS Projector XGA	8/5/2010
39564	EPS Projector XGA	8/5/2010
39565	EPS Projector XGA	8/5/2010
39566	EPS Projector XGA	8/5/2010
39587	Computer- Apple IMAC 27"	8/19/2010
39588	Computer- Apple IMAC 27"	8/19/2010
39838	Epson Projector	11/2/2010
39839	Epson Projector	11/2/2010

Tag Number	Description	Acq Date
39840	Epson Projector	11/2/2010
39841	Epson Projector	11/2/2010
39842	Epson Projector	11/2/2010
39844	Epson Projector	11/2/2010
39845	Epson Projector	11/2/2010
39846	Epson Projector	11/2/2010
39847	Epson Projector	11/2/2010
39849	Epson Projector	11/2/2010
39850	Epson Projector	11/2/2010
39851	Epson Projector	11/2/2010
39852	Epson Projector	11/2/2010
39853	Epson Projector	11/2/2010
39854	Epson Projector	11/2/2010
39855	Epson Projector	11/2/2010
39856	Epson Projector	11/2/2010
40051	Optiplex 790	6/13/2011
40293	Controller w/ dual ENET	1/18/2011
40465	Dual Bus Control System	5/4/2011
40610	Crestron Media Receiver	6/9/2011
40709	Mitsubishi Projector 6500	10/24/2011
40755	Epson Powerlite 6155 Projector	6/2/2011
40757	Epson Powerlite 6155 Projector	6/2/2011
40762	Epson Powerlite 6155 Projector	6/2/2011
40775	Epson Powerlite 6155 Projector	6/2/2011
41038	Disk Array Enclosure E-NX4	1/19/2012
41069	Apple MacBook Air	4/12/2012
41641	Latitude E5520 laptop	5/25/2012
42507*	CNC Lathe	12/17/2013
42508*	Vertical Milling Machine	12/17/2013
42843**	MacBook Air	8/26/2013
43236**	Apple iMac	11/17/2014
43714***	Recorder Hyperdeck Studio	3/15/2016
44054****	Dell CTO AW 180GB	3/22/2017

*Asset sold to LumaStream
**Retirement gift to Dr. Law

***Broke – exchanged for newer model
****Returned to vendor – refund rec'd

Tonjua Williams, President; Brian Miles, Vice President, Business & Information Technology; Amy Lockhart, Associate Vice President, Business & Financial Services; and Joe C. Smith, Director of Procurement & Asset Management, recommend approval.

Agenda Item IX.

January 16, 2018

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: Board of Trustees' Rules

Approval is sought for the following proposed changes to the Rules Manual, which are being submitted for your consideration.

6Hx23-4.53 Health Related Programs: Associate in Science, Certificate, and Applied Technology Diploma – Special Rules The proposed changes to the Rule will update the Rule to reflect institutional policy related to drug testing for allied health program students and faculty in clinical assignments.

Submitted by Suzanne Gardner

Suzanne L. Gardner, General Counsel, recommends approval.

ps0103182

Attachment

6Hx23-4.53 HEALTH RELATED PROGRAMS: ASSOCIATE IN SCIENCE, CERTIFICATE, AND APPLIED TECHNOLOGY DIPLOMA - SPECIAL RULES

INTENT AND PURPOSE:

This Health Related Program Rule is applicable to all Associate in Science, Certificate, and Applied Technology Diploma Health Related Programs, with the exception of the Human Services programs.

I. Progression Requirements for all Health Related Programs:

A. Students must be admitted to SPC as a degree, certificate, or applied technology diploma seeking student, in good academic standing, and have at least a cumulative 2.0 GPA (including transfer credit), prior to enrolling in the first health program course. Students must submit the proper Health Programs Application form to be considered for enrollment.

B. Students must be able to meet the academic, as well as non-academic, technical standards essential to participate in a particular health related program upon admittance and throughout the program. Students must be able to meet the technical standards with or without reasonable accommodations or modifications of the particular health related program.

C. All students entering a health program at St. Petersburg College are required to successfully complete a background screening within one hundred twenty (120) days prior to starting the first health program course. The student will pay the background screening fee directly to the appropriate vendor.

For progression into the first health program course, prospective students may not have one felony or two misdemeanor charges with a disposition dated within five years from the start of the health program courses with a judgment of guilty**,** or with a plea of nolo contendere (no contest), or where adjudication was withheld. Further, an applicant may be disqualified for admission based on Florida Statute 456.0635, where such person has been convicted on felony charges relating to medical fraud, neglect or substance abuse, or where terminated for cause from the Florida Medicaid Program or other Medicare program.

Additionally, the following crimes may disqualify applicants from entering into any health education program regardless of date of disposition:

Murder
Manslaughter
Vehicle homicide
Killing of an unborn child by injury to the mother
Assault, if the victim of the offense was a minor
Battery, if the victim of the offense was a minor
Aggravated assault
Aggravated battery
Kidnapping
False imprisonment
Sexual battery
Prohibited acts of persons in familial or custodial authority
Lewd and lascivious behavior
Lewdness and indecent exposure
Arson
Theft, robbery, and related crimes if the offense is a felony
Incest
Abuse or neglect of a disabled adult or elderly person
Exploitation of disabled adult or elderly person
Aggravated child abuse
Negligent treatment of children
Sexual performance by a child
Animal cruelty or abuse
Prostitution
Drug related offense if a felony or involved a minor

Entry into a health education program is the prospective student's decision. Acceptance into the health program does not guarantee that the student will be eligible for licensure; it is the student's responsibility to consult with the appropriate licensing agency for specific licensure criteria. Clinical facilities may limit or prohibit students with criminal histories from participating in clinical experiences which are part of the curriculum. Other options may not exist for the student to fulfill required clinical hours in order to complete the program; as a result, the student would receive a failing grade and may not be eligible to complete the health program or apply for licensure. All of the above factors should be taken into consideration prior to making a decision about pursuing a career as a healthcare provider.

Once admitted into the health program courses and continuing through enrollment in a SPC health program, the student is responsible for notifying the dean/program director of any arrests. Failure to notify the dean/program director within five business days shall be grounds for dismissal from the program. Continuing through enrollment in the health program, the student must not be

found guilty, or entered a plea of nolo contendere, or where adjudication is withheld, of an offense that would disqualify the student under the standard(s) as referenced above.

D. While enrolled in a SPC health related program, the health care professions are committed to providing excellent patient care and services in a safe, productive, and quality-conscious environment. All students entering a health program at St. Petersburg College are required to successfully complete a drug screening within one hundred twenty (120) days prior to starting the first health program course. The student will pay the drug screening fee directly to the appropriate vendor. The drug screening must satisfactorily demonstrate that the student is free from the use of any illegal drug or misuse of a prescription drug. In the case of a positive screening, the student or employee shall have five (5) days during which to either contest or explain the result.

Students who do not successfully pass the drug screening on the first attempt will be allowed to reapply for admission to a health program for a following semester. A student who fails the drug screening a second time will not be permitted to reapply for admission to a health program for the period of one year from the date of the most recent application. Students must remain drug-free throughout the tenure in their program at the College. Failure to do so shall be grounds for dismissal from the program. A Student who has not maintained continuous enrollment in health program courses for a period of one hundred twenty (120) days or more from the last date of attendance, must successfully complete and pass a new drug and background screening upon readmission and/or before resuming enrollment into health program classes.

All students enrolled in a health related program are required to be drug and/or alcohol free when reporting to school and while at "affiliating agencies" (including parking lots and grounds). For all "affiliating agencies" which require students to be subject to the agency's Drug Testing policies, including but not limited to, when there is reasonable suspicion to believe a student may be impaired, or is using or has used illegal drugs and/or alcohol, the student may be tested in accordance with the "affiliating agency's" policies. Prior to being assigned to an affiliating agency, the student shall sign a consent to allow the affiliating agency to release any drug testing results to the College. If tested by an "affiliating agency" the student shall provide his/her dean/program director with a copy of any test results. Failure to promptly do so shall be grounds for dismissal from the program. A positive drug

or alcohol test result shall also be grounds for dismissal from the program.

Students and employees who are part of clinical affiliation agreements who test positive for marijuana are unable to continue in clinical placement, which will affect their status in the Health program. A student who has a prescription for medical marijuana and tests positive for marijuana will also be ineligible to participate in clinical placement due to the federal restriction on the use of marijuana. While the use of medical marijuana is permitted in Florida, marijuana remains classified as a controlled substance under federal law and its use, possession, and cultivation at educational institutions and clinical affiliates remains prohibited.

E. The Board of Trustees reserves the right to discontinue or decrease the enrollment size of any program and students who have not commenced coursework in a health-related program shall have no vested right.

Specific Authority: 1001.64(2) & (4), F.S.

Law Implemented: 1009.21, 1001.64 (8), 1004.68, F.S.; SBE Rules 6A-10.044, 6A-14.030, F.A.C.

History: Formerly 6Hx23-4-7.10; Adopted 10/16/75; Readopted 10/25/77; Amended 11/20/80. Effective - Session I, 1997-98; 10/22/97. Filed - 10/22/97. Effective - 10/22/97; 4/20/98. Filed - 4/20/98. Effective - 4/20/98; 5/29/98. Filed - 5/29/98. Effective - 5/29/98; 5/18/99. Filed - 5/18/99. Effective - 5/18/99; 12/14/99. Filed - 12/14/99. Effective - Session I, 1999-00 for the accident insurance fee and Session II, 1999-00 for all other changes; 11/21/00. Filed - 11/21/00. Effective - Session II, 2000-01; 10/17/01. Filed – 10/17/01. Effective – Session II, 2001-02; 12/17/02. Filed – 12/17/02. Effective – Session II, 2002-03; 3/20/03. Filed – 3/20/03. Effective – Session I, 2003-04; 7/27/04. Filed – 7/27/04. Effective – Session I, 2004-05; 9/21/04. Filed – 9/21/04. Effective – Session II, 2004-05; 5/16/05. Filed – 5/16/05. Effective – Session II, 2005-06; 12/20/05. Filed – 12/20/05. Effective – 12/20/05; 6/19/07. Filed – 6/19/07. Effective – Session I, 2007-08; 10/16/07. Filed – 10/16/07. Effective – 10/16/07; 11/17/09. Filed – 11/17/09. Effective - 11/17/09; 4/26/11. Filed – 4/26/11. Effective – 4/26/11; 1/16/18. To Be Filed – 1/16/18. Proposed Date To Become Effective – 1/16/18.