



*Opportunity starts here*

Adequacy and Improvement  
of  
All Physical Facilities and Technical  
Infrastructure Plan



## **Mission Statement**

*Provide students the opportunity to develop national workplace competencies to fill the needs of business and industry.*

## **Vision**

*To be our communities' first choice for workforce training.*

## **Core Values**

*Focus on attracting and retaining students*

*Implement and maintain systems to enable all students to succeed*

*Deliver customized employer driven training*

*Be accountable for our students' learning outcomes*

*Provide learning experiences when and where necessary to meet our customers' needs*

*Maintain a safe environment conducive to learning*

*Recruit and develop quality staff*

## SECTIONS

1. Adequacy & Improvement: Physical Facilities
2. Adequacy & Improvement: Technical Infrastructure
3. Evaluation & Revision

## **1. Adequacy & Improvement: Physical Facilities**

Pinellas Technical College-St. Petersburg (PTC-SP) has developed this plan to address the adequacy and improvement of the physical plant and technical infrastructure for the campus. The maintenance of facilities at PTC-SP is through the Division of Facilities and Operations of Pinellas County Schools. The Facilities Department is dedicated to maintaining educational facilities which support student learning through a safe, clean, and healthy environment utilizing a team of professionals dedicated to continuous improvement and service excellence. They accomplish this through an emphasis on: professionalism, quality control, highly trained staff, safety, effective communication, and preventative maintenance. Regular inspections are conducted at all school district facilities to ensure federal, state, and local codes are met.

An assigned PTC-SP administrator meets weekly in person or by email with the Head Plant Manager to review outstanding service requests, prioritize, and establish completion timelines.

## **2. Adequacy & Improvement: Technical Infrastructure**

To maintain adequate technical infrastructure, PTC-SP employs a network manager and technology support staff to manage and maintain PTC-SP's network, electronic staff and student files, internet access, and firewall system. PTC-SP's IT staff manages all staff and student access to our domain and networks. They work closely with district IT staff to ensure PTC-SP is operating with a safe and adequate infrastructure to support distance learning. The IT staff of the Pinellas County School Board and Pinellas Technical College-SP hold credentials in the following areas: server infrastructure, desktop infrastructure, private cloud, enterprise devices and apps, data platform, business intelligence, messaging, communication, and the Blackboard Learn learning management system. This allows direct knowledge regarding best practices in technology infrastructure.

The IT Governance Council is responsible for governing IT policies and procedures in Pinellas County Schools. One of the functions of the Governance Council is to receive and review all hardware/software purchases of ten or more devices or software licenses. This process takes place on an annual basis for the following year.

The following School Board policies govern the use of technology resources within the district:

1281 - Use of Employee's Personal Property at Work

2540 - Use of Multi-Media

3213.01 - Communications with Parents and Students via Electronic Media

5500 - 5500.13 - Code of Student Conduct

7530 - Lending of District-Owned Equipment

7530.01 - Staff Use of Electronic Communication Devices

7540 - Computer Technology and Networks

7540.02 - District Web Page

7540.03 - Network/Internet Acceptable Use Agreement

7540.04 - Use of Electronic Resources

### **Distance Education**

Distance learning is offered as an instructional option in selected programs at PTC-SP. The college has purchased a hosting agreement with Blackboard Managed Hosting Services. Within this agreement, Blackboard Managed Hosting Services maintains the infrastructure of PTC-SP's learning management system. Please refer to the Distance Learning Plan for additional information.

### **3. Evaluation & Revision**

PTC-SP's method for evaluation and revision of adequacy of the technology infrastructure is accomplished through regular system diagnostic report analysis, technology request review and analysis, and assistance through the district information technology department. The plan is reviewed annually by the college's School Advisory Committee and the Leadership Committee. Through the student exit survey, students are asked to evaluate the technology and facilities within their program area. These surveys are reviewed annually for any recommended changes.