

Mission Statement & Visionary Commitments

SPC Mission Statement

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

College Visionary Commitments

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 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.

Community Engagement

We will invest in the well-being and 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 community engagement, and cultivating a community of care.

REVIEW YEAR: 2021-2022

REVIEW STATUS: Completed

EMPLOYEE: Meigs, Michael C.

EMPLOYEE ID: [REDACTED]

SUPERVISOR: Hunt, Janette N

SUPERVISOR ID: [REDACTED]

SMART Goals

Well written, motivating goals are SMART:

Specific	Clearly and specifically defines <u>what</u> and <u>how</u> you want to accomplish something.
Measureable	Answers the question 'How do you know you've accomplished the goal?' with tangible evidence.
Achievable	Stretches you slightly so you feel challenged, but defined well enough so that you can achieve them.
Relevant	Answers the question, 'Why do you want to achieve this goal?' and focuses on the outcome.
Time-bound	Links to a realistic timeframe that creates a practical sense of urgency.

SMART Goals:

I want to achieve:

Optimal usage of both student and Institutional HEERF funding.

Expand communication to students for upcoming due dates by utilizing texting technology

Expand community partnerships to provide scholarships to new students.

Enhance communication with staff .

Work with Admissions/Records to outsource transcripts.

Work with Budgets to enhance financial reporting through dashboards.

Increase minority spend in Purchasing and provide support for EDI team for College initiatives.

By doing:

Working closely with Financial Aid and the HEERF operational committee.

Provide monthly newsletters to staff with meaningful information and hold 2 town hall meetings annually.

Work with other College staff and partners to provide services to increase enrollment.

Assist in the implementation of outsourcing transcripts.

Provide expertise in the financial reporting area to build relevant reporting.

Level playing field for RFP process and work with EDI team.

Measurement/Results:

Student funds - 100% usage.
Institutional funds - spent/allocated in compliance.

Send communications consistently and hold town hall meetings. (Completed goal)

New partnership includes Orlando Health/Bayfront supporting new healthcare students. (Completed goal)

Outsourcing transcripts still in process.

Creation of dashboards is still in process. Some progress made but more to come.

The RFP scoring was modified to include a minority owned business category. Purchasing is working with EDI on Supplier Diversity Day.

Employee Comments:

As we continually evolve as a department, I am committed to the highest level of service by leveraging technology enhancements and consistent training of staff. My goal continues to be that the Finance/Accounting office model is considered the best practice in the State of Florida. The Finance team fully supports all College initiatives and supports our Division strategic goals.

Supervisor Comments:

Professional Development Goals:

I want to achieve:

Continue to learn best practices, expand knowledge, and network with other Controllers.

Continue to leverage technology for efficiencies and better services.

Lead Statewide PeopleSoft Finance system Controllers group.

By doing:

Attend 3 conferences (COBA and/or FABSAA)

Challenge staff to review procedures/system capabilities.

Chair quarterly meeting to share best practices

Measurement/Results:

Bring best practices to SPC, revenue generating ideas, and efficiencies to areas I manage.

This is a work in progress. I would like to focus more on this area in the coming year.

One example is we received report SQR for Independent contractor reporting.

Employee Comments:

Supervisor Comments:

Employee Approval: Y 05/31/22 07.03.50 AM

Supervisor Approval: Y 05/31/22 03.32.09 PM

Employee and Supervisor Comments

What do you consider to be your greatest contribution(s) to your department or SPC this year?

Employee Comments:

3 C's - Consistency, collaboration, and communication. For consistency - accurate financial reporting, clean audits, and customer service. For collaboration - working with other departments in a respectful way, better customer service, and working toward agreeable solutions. Examples include Workforce, grants admin, budgets, financial aid, student services, DSO's, and the Academic side of the house. For communication - regular communications including town halls, monthly newsletters, and weekly meetings.

Supervisor Comments:

Mike has been instrumental in the fiscal operations of the college. Leading the team into the continued record of perfect financial audits, overseeing and disbursing millions of emergency federal dollars during a pandemic, and successfully contributing to improvements of the college's fiscal positions. Mike has also enhanced the communication among his division and worked closely with Foundation and ISPS leadership to transfer \$14 million while offering advice to support the DSO's with accounting functions.

How could you improve in your current role?

Employee Comments:

With a little more time and available resources, I would like to focus on improving processes by leveraging technology and improving efficiency. Once we get the Purchasing department staffed I will focus on Asset Management and Inventory.

Supervisor Comments:

I agree the asset management and inventory will be vital to implement this upcoming fiscal year. I look forward to seeing Mike excel with his strategic goals and continue partnerships with other divisions across the college.

What support or resources do you need from your supervisor to improve in your current role?

Employee Comments:

I truly appreciate the support I get from both my supervisor and leadership at the college. I am thankful that I have the opportunity to work with great leaders and very genuine people. I strongly feel that once other departments we work with (IT and HR) stabilize it will make some of our day-to-day operations run much smoother. Until then, we will work with them and assist them with any needs.

Supervisor Comments:

As we move forward, I commit to fostering connection and creating opportunities for IT and HR to work closely with Mike and Accounting/Finance Division.

Employee Final Comments (optional):

I look forward to implementing the stated goals above over the coming year. I am very appreciative of the support from my Manager and the leadership of our division.