



**Commission on Colleges
Southern Association of Colleges and Schools**

**INSTITUTIONAL SUMMARY FORM
PREPARED FOR COMMISSION REVIEWS**

Name of Institution

Hillsborough Community College

Name, Title, Phone number, and email address of Accreditation Liaison

***Dr. Paul Nagy, Executive Director of Strategic Planning & Analysis;
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***Name, Title, Phone number, and email address of Technical Support person for
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Educational Programs

1. Level of offerings (Check all that apply)

- Diploma or certificate program(s) requiring less than one year beyond Grade 12
- Diploma or certificate program(s) of at least two but fewer than four years of work beyond Grade 12
- Associate degree program(s) requiring a minimum of 60 semester hours or the equivalent designed for transfer to a baccalaureate institution
- Associate degree program(s) requiring a minimum of 60 semester hours or the equivalent not designed for transfer
- Four or five-year baccalaureate degree program(s) requiring a minimum of 120 semester hours or the equivalent
- Professional degree program(s)
- Master's degree program(s)
- Work beyond the master's level but not at the doctoral level (such as Specialist in Education)
- Doctoral degree program(s)
- Other (Specify) _____

Types of Undergraduate Programs (Check all that apply)

- Occupational certificate or diploma program(s)
- Occupational degree program(s)
- Two-year programs designed for transfer to a baccalaureate institution
- Liberal Arts and General
- Teacher Preparatory

- Professional
- Other (Specify) _____

NOTE: Please attach the following information to the preceding form.

History and Characteristics

Provide a brief history of the institution, a description of its current mission, an indication of its geographic service area, and a description of the composition of the student population. Include a description of any unusual or distinctive features of the institution and a description of the admissions policies (open, selective, etc.). If appropriate, indicate those institutions that are considered peers. Please limit this section to one-half page.

List of Degrees

List all degrees currently offered (A. S., B.A., B.S., M.A., Ph.D., for examples) and the majors or concentrations within those degrees, as well as all certificates and diplomas.

Locations and Distance Education

List locations (country, state, and city) where coursework toward a degree, diploma, or certificate can be obtained primarily through traditional classroom instruction. For each site, indicate the partial or complete degree offered and, for each degree, certificate, or diploma, whether a student can obtain 50 percent of credits toward any of the educational programs.

Provide a brief description of distance education credit offerings that can be obtained primarily through electronic means and indicate where the students are located. Indicate any degree or certificate programs that can be completed primarily through electronic means. Please limit this brief description to one-half page.

Accreditation

List all agencies that currently accredit the institution or any of its programs and the date of the last review for each. Identify the accrediting agency that is the gatekeeper for federal funds if it is not the Commission on Colleges. Describe any sanctions applied or negative actions taken by any of these accrediting bodies (including the Commission) during the two years previous to the submission of this report in regard to your institution.

Relationship to the U.S. Department of Education

Indicate any limitations, suspensions, or termination by the U.S. Department of Education in regard to student financial aid or other financial aid programs during the previous three years. Report if on reimbursement or any other exceptional status in regard to federal or state financial aid.

Updated: May 2005

HISTORY AND CHARACTERISTICS

Hillsborough Community College (HCC) opened its doors in the fall of 1968 to serve Hillsborough County in west central Florida with a population of over 1,000,000 residents including its largest city, Tampa. It was accredited by the Commission on Colleges of the Southern Association of Colleges and Schools in 1971. The College grew throughout the following decades, adding Dale Mabry, Plant City, and Ybor City campuses in the 1970s. Ground was broken for Brandon campus in 1989. The Corporate Training Center @ HCC, established in 1998, is located on the grounds of the District Administrative Offices on Davis Island near downtown Tampa. Presently, a fifth campus is in the planning stage to serve the southernmost portion of Hillsborough County.

Since 1997, Dr. Gwendolyn W. Stephenson has served as HCC's 6th president. Each campus is represented by a "campus president" reporting to Dr. Stephenson. The institution is governed by a local Board of Trustees consisting of five members appointed by the governor. The mission of the institution, as approved by the Board of Trustees reads: *Hillsborough Community College, a public, comprehensive institution of higher education, empowers students to excel through its superior teaching and service in an innovative learning environment.*

Hillsborough County is home to a number of postsecondary institutions including the University of South Florida (public) and the University of Tampa (private). Most employment is in the following industrial sectors: Professional and Business Services; Trade, Transportation & Utilities; and Education & Health Services. Major employers include MacDill Air Force Base, Verizon Communications, Tampa International Airport, Outback Steakhouse, several hospitals and banking concerns.

The College enrolls over 45,000 students representing more than 16,818 FTE (2004-05 credit and non-credit). More than half (57%) of the FTE is generated by the college transfer program; 29% in workforce programs and 14% in preparatory coursework. More than half of the enrollment in workforce credit programs is in the health care and public service sectors. A profile of the student body reflects the following:

- 50% are age 24 or younger, 50% are age 25 or older;
- 46% are male, 54% are female;
- 19% African American, 4% Asian, 18% Hispanic, and 58% White; and
- 17% are enrolled Full Time, 83% are enrolled Part Time.

HCC employs an open-door admissions policy requiring, in general, a high school diploma or its equivalency.

LIST OF DEGREES

Hillsborough Community College offers Associate in Arts (AA), Associate in Science (AS), and Associate in Applied Science (AAS) degrees as well as certificates and diplomas. The following list of credential offered is taken from the *HCC Catalog 2005-06*.

Associate in Arts Degree

Pre-Major Title

Agriculture
Architecture
Art
Building Construction
Business Administration
Communications (Mass)
Computer Information Systems
Computer Science
Dance
Dramatic Arts AA.
Education/Teacher Preparation
Engineering .AA.ENG Graphic Design
AA.GRA Hospitality Administration Management
Liberal Arts and Sciences
Medical Sciences: Dental, Medical and Veterinary
Music
Pharmacy

Associate in Science Degrees

Aquaculture
Architectural Design and Construction Technology
Biomedical Equipment Engineering Technology
Business Administration
Business Administration - International Business Option
Computer Engineering Technology, University Transfer Option
Computer Information Administrator
Computer Programming
Counseling and Human Services
Criminal Justice Technology
Culinary Management
Database Technology-Microsoft Certified Database Administrator
Database Technology-Microsoft Certified Solution Developer
Database Technology-Oracle Certified Database Administrator
Database Technology-Oracle Certified Database Developer
Dental Hygiene
Diagnostic Medical Sonography Technology
Digital Media/Multimedia Technology
Early Childhood Management
Electronics Engineering Technology - University
Environmental Horticulture Technology
Environmental Science Technology
Fire Science Technology - USF Transfer
Hospitality and Tourism Management
Internet Services Technology - Option 1 Web Designer
Internet Services Technology - Option 2 Web Developer
Internet Services Technology - Option 3 E-Commerce Support
Legal Assisting

Manufacturing Technology
Networking Services Technology - Cisco and Telecommunications
Networking Services Technology - General Networking Option
Networking Services Technology - Microsoft Certified Systems Engineer
Networking Services Technology – Unix/Linux System Administration
Nursing (Basic)
Nursing (Transition)
Office Administration - Office Management Technology Specialization
Office Administration – Office Systems Technology Specialization
Radiation Therapy
Radio and Television Broadcast Programming
Radiography - Applicant
Sign Language Interpretation
Veterinary Technology

Associate in Applied Science Degrees

Accounting Technology
Aquaculture
Architectural Design and Construction Technology
Biomedical Equipment Engineering Technology
Business Administration - International Business Option
Business Administration – Marketing Option
Computer Engineering Technology
Computer Information Administrator
Computer Programming
Counseling and Human Services
Criminal Justice Officer Administration
Culinary Management
Database Technology-Microsoft Certified Database Administrator
Database Technology-Microsoft Certified Solution Developer
Database Technology-Oracle Certified Database Administrator
Database Technology-Oracle Certified Database Developer
Dental Hygiene
Diagnostic Medical Sonography Technology
Digital Media/Multimedia Technology
Early Childhood Management
Electronics Engineering Technology
Emergency Medical Services
Environmental Horticulture Technology
Environmental Science Technology
Fire Science Technology
Industrial Management Technology -Autobody Articulation
Industrial Management Technology - Ford Asset
Industrial Management Technology - TECO
Internet Services Technology - Option 1 Web Designer
Internet Services Technology - Option 2 Web Developer
Internet Services Technology - Option 3 E-Commerce Support
Legal Assisting
Manufacturing Technology
Networking Services Technology - Cisco and Telecommunications
Networking Services Technology - General Networking Option
Networking Services Technology - Microsoft Certified Systems Engineer
Networking Services Technology – Unix/Linux System Administration
Nuclear Medicine Technology
Office Administration - Office Management Technology Specialization
Office Administration – Office Systems Technology Specialization
Office Administration - Medical Office Administration
Optical Management Technology
Opticianry
Radiation Therapy

Radio & Television Broadcast Programming
Respiratory Care
Restaurant Management
Sign Language Interpretation

College Credit Certificates, Advanced Technical Certificates and Applied Technology Diplomas

Accounting Applications
Aquaculture Technology
AutoCad Foundation
Business Management
Business Operations
Business Specialist
Cable Installation
Child Development Associate
Cisco CCNA
Computer Programming
Computer Programming Specialist
Digital Media/Multimedia Authoring
Digital Media/Multimedia Instructional Technology
Digital Media/Multimedia Presentation
Digital Media/Multimedia Production
Digital Media/Multimedia Video Production
Digital Media/Multimedia Web Production
Drafting
Emergency Medical Technician – Advanced Technical Diploma
Executive Fire Officer – Advanced Technical Certificate
Eye Care Technician
Family Health and Support Worker
Food and Beverage Management
Human Resource Management
Information Technology Analysis
Information Technology Management
Information Technology Technician
Information Technology Support Specialist
Internet Services Technology - Web Dev. Specialist-Designer
Internet Services Technology - Web Dev. Specialist-Developer
Internet Services Technology - E-Commerce Support
Irrigation Technology
Medical Information Coder/Biller: Medical Biller
Medical Information Coder/Biller: Medical Coder
Medical Office Management
Medical Office Specialist
Medical Records Transcription
Microcomputer Repairer/Installer
Microsoft Certified Database Administrator
Microsoft Certified Database Solution Developer
Network Communications-LAN
Network Communications-WAN
Office Management
Office Software Applications Specialist
Office Software Applications Support
Office Specialist
Office Support
Ophthalmic Lab Technician
Oracle Certified Database Administrator
Oracle Certified Database Developer
Paralegal/Legal Assisting
Pest Control Operations
Paramedic.CCC.PARA Perioperative Nursing - Advanced Technical Certificate

Pest Control Operations
Radiation Therapy Specialist
Records Management
Records Management Specialist
Records Management Support
Software Applications Management
Visual Assessment – Advanced Technical Certificate
Wireless Communications

LOCATIONS AND DISTANCE EDUCATION

Fifty percent or more of the coursework toward an AA, AS or AAS degree can be obtained through traditional classroom instruction at HCC's main campuses, Dale Mabry and Ybor City, located in Tampa; Brandon, located in the town of Brandon; Plant City, located in Plant City; and the MacDill Center at MacDill Airforce Base in Tampa under the administration of the Plant City Campus.

Dale Mabry campus specializes in health sciences and technology and offers the required courses for both the AA and the AS degrees. It also provides a wide variety of continuing education and distance learning courses. Ybor City campus specializes in the program areas of childcare, business management, computer programming, office education, fire science, criminal justice, art, drama, and music training. It also offers a full complement of general education offerings and the AA degree. Plant City campus offers a full range of college transfer and technical courses such as in the Environmental Science and Horticulture areas, as well as continuing education courses. It also administers the Education Center at MacDill Airforce Base. This Center provides general education classes and 50% of the credit toward an AA degree can be received here. The Brandon campus offers an array of credit classes, including those needed to earn an AA degree as well as some technical programs such as Aquaculture. This campus also administers the SunPoint Center in Ruskin. This Center offers general education courses as well as a variety of continuing education classes. The Center does not provide 50% of the instruction for a degree.

Projected to open in 2008 will be a fifth campus in southern Hillsborough County. It is designated the "South Shore Campus" and will initially offer the Associate of Arts degree and Associate of Science degree in nursing. This initiative has evolved from the offerings at SunPoint Center.

In year 2000 Hillsborough Community College participated in a state-wide substantive change for the expansion of distance learning (approval granted 2001). Distance education credit offerings that can be obtained primarily through electronic means include: honors American history, American literature, art history, astronomy biological foundations, computers & technology, computer information systems, child development, economics, educational technology, English, British literature, finance, business, geology, human nutrition, internet research, world literature, college algebra, management, marketing, college prep & intermediate algebra, opticianry & ophthalmology, business law, political science, psychology, college success, and sociology and more. In fact, the entire General Education core can now be delivered via distance education. Subsequently a number of our programs have now crossed or are approaching a point in which at least 50% of instruction can be received electronically. Those programs are in the Opticianry, Business, and Computer Science areas as well as the Associate in Arts Degree. These offerings primarily serve those students residing in Hillsborough County.

ACCREDITATION

In addition to institutional accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools, the programs listed in the table below have received specialized accreditation.

Program	Accrediting Agency	Date Last Visit	Outcome
Dental Assisting	Dental Association Commission on Dental Accreditation	January 2004	Full Accreditation 7 years
Dental Hygiene	Dental Association Commission on Dental Accreditation	February 2005	Full Accreditation 7 years
EMS (Paramedic)	Committee on Accreditation of Educational Programs for EMS Professionals	Summer 2003	Full Accreditation 5 years
EMS (State)	Bureau of Emergency Medical Services – Florida Department of Health	January 2005	Full Accreditation 2 years
Human Services	Council for Standards in Human Services Education	June 2001	Full Accreditation 5 years
Nuclear Medicine	Joint Review Committee on Educational Programs in Nuclear Medicine Technology	Fall 2005	Full Accreditation 5 years
Nursing	National League for Nursing Accrediting Commission	Spring 2003	Full Accreditation 8 years
Opticianry	Commission on Opticianry Accreditation	May 2004	Full Accreditation 6 years
Radiation Therapy	Joint Review Committee on Education in Radiologic Technology	November 2000	Full Accreditation 8 years
Radiography	Joint Review Committee on Education in Radiologic Technology	Fall 2005	Full Accreditation 5 years, awaiting notification of reaffirmation
Respiratory Care	Committee on Accreditation for Respiratory Care	Fall 1998	Full Accreditation 10 years
Sonography	Joint Review Committee on Education in Diagnostic Medical Sonography	Spring 2006	Full Accreditation 5 years, awaiting notification of reaffirmation

RELATIONSHIP TO THE U.S. DEPARTMENT OF EDUCATION

There have been no limitations, suspensions, or termination of student financial aid or other financial aid programs by the U.S. Department of Education during the previous three years. The college is not on reimbursement, nor any other exceptional status in regard to federal or state financial aid.