

DISTRICT BOARD OF TRUSTEES BOARD MEETING

JANUARY 26, 2022 4:00 PM

LOCATION:

DR. GWENDOLYN W. STEPHENSON DISTRICT ADMINISTRATION CENTER BOARD ROOM 39 COLUMBIA DRIVE

PUBLIC ACCESS:

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HILLSBOROUGH COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES BOARD MEETING WEDNESDAY, JANUARY 26, 2022 – 4:00 P.M. DR. GWENDOLYN W. STEPHENSON DISTRICT ADMINISTRATION CENTER – BOARD ROOM 39 COLUMBIA DRIVE

ZOOM ACCESS:

https://hccfl.zoom.us/j/97461678359

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1.0 GENERAL FUNCTIONS

- 1.01 Call to Order
- 1.02 Invocation
- 1.03 Pledge of Allegiance
- 1.04 Roll Call
- 1.05 Welcome to Guests and Staff Members
- 1.06 Foundation Report
- 1.07 Faculty and Staff Recognitions
- 1.08 The Chairman recommends adoption of the Agenda, all revisions to the Agenda and approval of all agenda items marked "Consent".
- 1.09 The President recommends approval of the **December 8, 2021 Board Meeting minutes** (submitted herein for your review).
- 2.0 HEARING OF STUDENTS
- 3.0 HEARING OF CITIZENS
- 4.0 HEARING OF FACULTY AND STAFF

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	The President recommends approval of individuals for full-time employment. Each full-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review). The President recommends approval of individuals for part-time employment during Term 22/SP. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review). The President recommends acknowledgment of employment separations (submitted herein for your review). The President recommends approval of the revised 2021-2022 Salary Schedule (submitted herein for your review). The President recommends approval of post-tenured faculty to remain on continuing contracts (submitted herein for your review). ATIONAL PROGRAMS & STUDENT SERVICES The President recommends approval of the new course, course modifications, course deletions, new program, program modifications and program deletions effective Fall 2022, unless otherwise noted (submitted for your review). FUTIONAL SERVICES

9.0 ADMINISTRATIVE REPORT
10.0 <u>LEGAL REPORT</u>
11.0 HEARING OF BOARD MEMBERS
12.0 <u>ADJOURNMENT</u>
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HILLSBOROUGH COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES BOARD MEETING WEDNESDAY, DECEMBER 8, 2021 – 4:00 P.M. DR. GWENDOLYN W. STEPHENSON DISTRICT ADMINISTRATION CENTER – BOARD ROOM

MINUTES

1.0 GENERAL FUNCTIONS

- 1.01 Call to Order
 - 1.01.01 Due to the COVID-19 virus, this meeting was also held by Zoom video conferencing due to social distancing limitations. The public was reminded that questions or comments can be submitted to the Trustees' email address at any time during the meeting.
- 1.02 Invocation
 - 1.02.01 Trustee Diehl asked that we keep the families of students Draven Thomas and Savannah Mathis in our thoughts and prayers. Draven was studying foreign language at the Dale Mabry Campus and Savannah was a nursing student at the Dale Mabry Campus. Both recently passed away.
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

The following Trustees were in attendance:

- Chip Diehl
- Nancy Watkins
- Greg Celestan [via Zoom]
- Brian Lametto [via Zoom]
- Aakash Patel
- Dalia McCloud
- 1.05 Welcome to Guests, Faculty and Staff Members
- 1.06 Foundation Report

- 1.06.01 Mr. Steve Shear, Executive Director for the Foundation, introduced Brandon Campus President, Dr. Deborah Kish-Johansen, Faculty member, Beth McCullough and HCC Student and the AMSA chapter President, Tyra- Lee Brett, who shared information about the 6th Annual HCC Hawk Run 5K -1 Mile Glow Run that was held on the Brandon Campus in person and virtually. The event raised \$12,000, which was presented to the Foundation for student scholarships.
- 1.06.02 The Foundation Report was sent to the Board under separate cover. A summary of activities during the month of October included:
 - \$926K YTD in Donations:
 - \$2.1M in Total Revenue;
 - \$337K YTD in Gains on Investments; and
 - \$17.45M in Ending Net Assets.
- 1.06.03 976 scholarships were awarded totaling 729K.
- 1.06.04 Seven (7) staff and faculty applied for Resources for Excellence grants. The committee will choose the recipients in December.
- 1.06.05 A summary of activities and donations received in October totaled \$799,087. Donors included:
 - Drs. Paul and Rebecca Nagy
 - Children's Board of Hillsborough County
 - ETeamsponsor Inc.
 - City of Tampa
 - Suncoast Credit Union Foundation
 - Suncoast Credit Union
 - Association of American Medical Colleges
 - PNC Bank
 - Early Learning Coalition of Hillsborough County
 - Reno Building
 - GTE Financial
 - Lucila Ramiro
 - Southern Glazer's Wine and Spirits Charitable Fund
 - SGM Engineering
 - Unidentified Cash
 - Charles Perry Partners
 - Sheri Thompson
 - Robert S. Fields
- 1.07 Faculty, Staff and Student Recognitions
 - Mr. Shear provided the following faculty, staff and student recognitions:

- 1.07.01 Dr. Paige Niehaus, Dale Mabry Campus President, and Dr. Alisa Zujovic, Director of Institutional Research & Grants, have accepted invitations to join the Leadership Council of the LEAP Tampa Bay college access network. LEAP convenes thought partners across Hillsborough and Pinellas Counties to increase the post-secondary educational attainment of the working age population to 60% by 2025.
- 1.07.02 **Dr. Niehaus** was also inducted as a member into the Tampa Downtown Rotary.
- 1.07.03 Andrew Magrath, Academic Support Services Manager at the Brandon Campus, had an article accepted and published in the book, <u>The Expanse and Philosophy: So Far Out Into the Darkness</u>. The book is part of Blackwell's pop culture series, which explains philosophical concepts by using examples from pop culture.
- 1.07.04 The Marketing and Public Relations Department was awarded two (2) Silver and one (1) Bronze in the Education Digital Marketing Awards, a national marketing competition, for the following categories: Covid Response Campaign Staying HawkStrong: Protecting our HCC Community against COVID-19; Digital Video Learn with HCC The History of Juneteenth and Social Media Content Campaign Taking a Virtual Tour: Showcasing Hillsborough Community College's Campuses.
- 1.07.05 The Marketing and Public Relations Department was awarded three (3) Public Relations Society of America, Tampa Bay Chapter Prestige Awards for the following categories: Social Media Staying HawkStrong: Protecting our HCC Community against COVID-19; Digital Video Learn with HCC The History of Juneteenth and Social Media Content Campaign Taking a Virtual Tour: Showcasing Hillsborough Community College's Campuses.
- 1.07.06 **Alexandra Booth**, Marketing & Communications Coordinator, was elected as the Public Relations Society of America, Tampa Bay Chapter Secretary.
- 1.07.07 **Angela Walters Eveillard**, Strategic Communications Director, was reelected to the Public Relations Society of America National Board.
- 1.07.08 **Sade Mitchell**, HCC Honors student, was selected as the Florida College System Activities Association Model UN student of the month.
- 1.08 The Chairman recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked "**Consent**".
 - Trustee Patel made a motion to approve, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.
- 1.09 The President recommended approval of the **October 27, 2021 Board Meeting Minutes**.

Trustee Patel made a motion of approval, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

2.0 HEARING OF STUDENTS

3.0 HEARING OF CITIZENS

4.0 HEARING OF FACULTY AND STAFF

5.0 HUMAN RESOURCES

5.01 The President recommended approval of individuals for **full-time employment**. These individuals will be compensated in accordance with the Board-approved Salary Schedule.

Trustee Patel made a motion of approval, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

5.02 The President recommended approval of **part-time faculty and staff employment** recommendations for Term 22/SP. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Trustee Patel made a motion of approval, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

5.03 The President recommended acknowledgment of **employment separations**.

Trustee Patel made a motion of approval, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

5.04 The President recommended approval of **the contract** for three (3) years between the Service Employees International Union (SEIU) adjunct and the College (submitted herein for your review)

Trustee Patel made a motion of approval, seconded by Trustee Celestan. After due discussion and consideration, approval was given by aye vote of all members present.

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

6.01 The President recommended approval of the **program modifications**, **program moratorium** and **program deletions** effective Fall 2022.

Trustee Patel made a motion of approval, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

7.0 INSTITUTIONAL SERVICES

7.01 The President recommended acknowledgement of receipt of the Foundation's annual **IRS Form 990** for Fiscal Year 2020-2021 and that the Board **certify** that the Foundation is operating in a manner consistent with the goals of the College and the State of Florida.

Trustee Patel made a motion of approval, seconded by Trustee Lametto. After due discussion and consideration, approval was given by aye vote of all members present.

8.0 FINANCIAL SERVICES

- 8.01 Informational Item Only September 2021 Financial Statements
- 8.02 Informational Item Only October 2021 Financial Statements
- 8.03 Informational Item Only 2022-2023 Budget Development Calendar

9.0 ADMINISTRATIVE REPORT

- 9.01 Dr. Paul Nagy, Vice President of Strategic Planning & Analysis, presented an Enrollment Report for the College highlighting enrollment before, during and after the pandemic.
- 9.02 Eric Johnson, Director of Government and Community Relations, presented the College's 2022 Legislative Agenda.
- 9.03 Dr. Atwater thanked Dr. Ginger Clark, outgoing Ybor City Campus President for her service, dedication and tremendous impact on HCC. Dr Clark addressed the Board.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

- 11.01 Trustee McCloud thanked Dr. Clark for her service to the HCC students.
- 11.02 Trustee Watkins expressed gratitude for all Dr. Clark has done for our students and the College.

- 11.03 Trustee Lametto stressed that everyone should spend time with your families and friends over break.
- 11.04 Trustee Diehl thanked Dr. Clark and shared how much she will be missed, and reminded her that she will always be welcome at HCC.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:32 p.m.



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RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES					
Agenda Number: 5.01	CONSENT				
BACKGROUND AND PERTINENT FACTS:					
These are personnel appointments for budgeted full-time positions.					
ECONOMIC IMPACT:					
All of the positions are budgeted within the current fiscal year (2021-2022). Except for temporary positions, these positions will be fully budgeted in subsequent fiscal years unless program or service changes or financial exigency requires that funds be discontinued.					
OBJECTIVE: To provide necessary staff support for the appropriate divisional unit.					
LEGAL AUTHORITY:					
F.S. 1001.64; 1001.65					
RECOMMENDATION:					
The President recommends approval of individuals for full-the herein for your review). Each full-time employee will be complete Board-approved Salary Schedule.					
	1 = .				
Initiator	Date				
Vice President/Campus President/Exec Dir of Human Resources Kristen Smuder	Date 1/13/22				
District President for Ash Ashe	Date 1/19/22				
,,,	1-0-024(2/04)				

FULL-TIME APPOINTMENTS JANUARY 26, 2022 BOARD MEETING

ADMINISTRATOR

NAME	<u>TITLE</u>	POSITION #	<u>CAMPUS</u>	START DATE
Houston, Annazette	Chief Diversity Officer	AFC0400006	District	02/01/22

FACULTY

<u>NAME</u>	TITLE	POSITION #	<u>CAMPUS</u>	START DATE
Davis, Sheryl*	English Instructor	FFC1T012	Plant City	01/06/22
James, Carrie*	Radiologic Tech Instructor	FFC1T013	Dale Mabry	01/06/22
James, Carrie	Radiologic Tech Instructor	FFC30004	Dale Mabry	01/13/22
Ponticos, Douglas*	Humanities Instructor	FFC20035	Ybor City	01/06/22
Sharabyani, Abdolhossein*	Architectural Construction Instructor	FFC30085	Dale Mabry	01/06/22
White, Michael*	Computer Science Instructor	FFC3T293	Brandon	01/06/22

STAFF EXEMPT

<u>NAME</u>	TITLE	POSITION #	<u>CAMPUS</u>	START DATE
Bermudez-Torres, Maria**	New Student Programs Coordinator	EFC08V0011	Dale Mabry	01/13/22
Davis, Autumn	Academic Advisor	EFC0600079	Plant City	01/13/22
Gibbs, Paige**	Trainer, Special Projects	EFC10V0010	Collaboration	12/12/21
Hines, Desheun**	Project Manager	EFC10V0022	Dale Mabry	01/20/22
Santiago, Alberto*	Student Services Advising Generalist	EFC06T0007	SouthShore	01/13/22

^{*}Full-Time Temporary **Full-Time Temporary/Grant-Funded

FULL-TIME APPOINTMENTS JANUARY 26, 2022 BOARD MEETING

STAFF NON-EXEMPT

<u>NAME</u>	<u>TITLE</u>	POSITION #	<u>CAMPUS</u>	START DATE
Gingras, Christopher	Information Technology Technician	NFC0600020	Dale Mabry	01/04/22
Madkholkar, Malka	Staff Assistant II	NFC0300119	Dale Mabry	01/06/22
Rattes, Cristina	Executive Staff Assistant	NFC0400007	District	01/04/22
Samuda, Simone	Client Services Rep.	NFC0300150	District	01/13/22

PROMOTION

NAME	<u>FROM</u>	<u>CAMPUS</u>	<u>TO</u>	<u>CAMPUS</u>	START DATE
DeDonato, Joseph	Student Activity Coor.	Dale Mabry	Career Planning and Placement Manager	Dale Mabry	01/27/22
Howard, Lori	Property Tracking & Distribution Associate	Brandon	Property Tracking & Distribution Coordinator	Brandon	12/16/21
Lawrence, Carol Ann	Accountant	District	Accountant II	District	12/16/21
Mullen, Jenna**	Grants Coordinator	Collaboration	Special Projects Trainer	Ybor City	01/13/22
Parker, Lina	Purchasing Assistant	District	Buyer	District	12/16/21

^{*}Full-Time Temporary **Full-Time Temporary/Grant-Funded

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES CONSENT Agenda Number: 5.02 **BACKGROUND AND PERTINENT FACTS:** The College has determined that part-time faculty and staff are needed to support the academic programs for the Academic Term 22/SP. Part-time faculty will be employed on a term-by-term basis. If additional part-time staff is needed, a supplementary list will be submitted for appointment. **ECONOMIC IMPACT:** All of the positions are budgeted within the current fiscal year (2021-2022). All part-time faculty and staff budgets are reviewed during budget development and established based on enrollment projections and departmental need. **OBJECTIVE:** To augment full-time faculty and staff with temporary assistance to meet the academic goals of the College. **LEGAL AUTHORITY:** F.S. 1001.64; 1001.65 **RECOMMENDATION:** The President recommends approval of individuals for part-time employment during Term 22/SP (submitted herein for your review). Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule. Initiator **Date**

1-0-024(2/04)

Date

Date

1/13/22

1/19/22

Vice President/Campus President/Exec Dir of Human Resources

Kn Ah Ashe

Kristen Smuder

District President

PART-TIME APPOINTMENTS JANUARY 26, 2022 BOARD MEETING FACULTY

NAME	TITL	<u>E</u>	POSITION #	CAMPUS	BEGIN DATE
Bhandari, Priya	Adj	Computer Science Instructor	FPNC0173	Ybor City	01/10/22
Brothers, Benjamin	Adj	English Instructor	FPNC0409	SouthShore	01/05/22
Cataffo-O'Brien, Kristie	Adj	Nursing Instructor	FPNC0472	SouthShore	01/06/22
Chase, Melanie	Adj	Psychology Instructor	FPNC0052	Dale Mabry	01/05/22
Coulbertson, LaShonda	Adj	Nursing Instructor	FPNC0062	Plant City	01/10/22
Crespo, Nichole	Adj	Biological Sciences Instructor	FPNC0005	Brandon	01/06/22
Davis, Levi	Adj	Nursing Instructor	FPNC0069	Dale Mabry	01/06/22
Eichelberger, Lori	Adj	Student Life Skills	FPNC0527	Brandon	12/16/21
Garcia-Larrieu, Elena	Adj	Student Life Skills	FPNC0527	Brandon	12/17/21
Hilario, Teresa	Adj	Nursing Instructor	FPNC0069	Dale Mabry	01/05/22
Miklos, Stephen	Adj	Respiratory Therapy Instructor	FPNC0529	Dale Mabry	12/13/21
Morales, Patricia	Adj	Education Instructor	FPNC0491	Brandon	01/06/22
Nelson, Breanna	Adj	Student Life Skills	FPNC0527	Brandon	12/16/21
Roggenbuck, Brenda	Adj	Reading Instructor	FPNC0449	Dale Mabry	01/05/22
Scallon, Jeffrey	Adj	Physics Instructor	FPNC0451	Plant City	01/11/22
Soukieh, Mohamad R.	Adj	Biological Sciences Instructor	FPNC0005	Brandon	01/10/22
Stiles, Laura	Adj	Business Instructor	FPNC0008	Brandon	12/20/21
Taylor, Olivia	Adj	Nursing Instructor	FPNC0069	Dale Mabry	01/11/22
Tucker, Eric	Adj	Humanities Instructor	FPNC0132	Plant City	01/06/22
Tynan, Amanda	Adj	Nursing Instructor	FPNC0069	Dale Mabry	12/16/21
Williams, Deborah	Adj	Student Life Skills	FPNC0527	Brandon	12/06/21

^{*} Part-Time Temporary/Grant Funded

PART-TIME APPOINTMENTS JANUARY 26, 2022 BOARD MEETING

NON-FACULTY

NAME	<u>TITL</u>	<u>E</u>	POSITION #	<u>CAMPUS</u>	BEGIN DATE
Beck, Grace	PT	Advanced Technician	ZPP30082	SouthShore	01/13/22
Bohorquez, Nicolas	PT	Advanced Technician	ZPP30017	Ybor City	01/10/22
Caraballo Gomez, Jose	PT	Associate	ZPP50048	Dale Mabry	01/10/22
Eisenstadt, Keith	PT	Specialist	ZPP40092	Ybor City	12/07/21
Elbarky, Raneem*	PT	Technician	ZPP2V013	Dale Mabry	12/07/21
Eleff, Brandon	PT	Advanced Technician	ZPP30005	Dale Mabry	01/11/22
Epps, Elizabeth	PT	Associate	ZPP50027	Plant City	01/10/22
Powell, Kathleen	PT	Associate	ZPP50039	SouthShore	12/16/21
Rossetti, Andrew*	PT	Technician	ZPC2V010	Dale Mabry	01/06/22
Silsby Mannerud,	PT	Specialist	ZPP40092	Ybor City	01/11/22
Celeste					
Smith, Joseph	PT	Specialist	ZPP40092	Ybor City	12/16/21
Stokes, Justin	PT	Technician	ZPP20138	Ybor City	01/04/22
Vasko, Iryna*	PT	Technician	ZPP2V010	Dale Mabry	01/06/22

^{*} Part-Time Temporary/Grant Funded

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES				
Agenda Number: 5.03	CONSENT			
BACKGROUND AND PERTINENT FACTS:				
Upon review of documentation, it was determined that the separate from employment at the College as indicated.	employees listed herein will			
ECONOMIC IMPACT:				
None.				
OBJECTIVE:				
To acknowledge separations.				
LEGAL AUTHORITY:				
F.S. 1001.64; 1001.65				
RECOMMENDATION:				
The President recommends acknowledgement of employment herein for your review).	nt separations (submitted			
Initiator	Date			
Vice President/ President/Exec Dir of Human Resources Kristen Smuder	Date 1/13/22			
District President Kn Ash	Date 1/19/22			

FULL-TIME SEPARATIONS JANUARY 26, 2022 BOARD MEETING

RESIGNATION

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	BEGIN DATE	END DATE
Aguilar, Rashel	Lab Assistant	SouthShore	08/01/19	01/14/22
Bilitsky, Christopher	Computer Science Instructor	Ybor City	08/15/19	01/04/22
Conlogue, Angela**	Grant Specialist	District	07/01/21	01/04/22
Davis, Jessica*	Accountant	District	04/28/16	01/04/22
Fiata, Marianne	Health Science Program Coor.	Dale Mabry	03/30/20	01/19/22
Fryman Ehrman, Jessica	Staff Assistant	Dale Mabry	01/04/10	01/18/22
Guadalupe, Lisa	Academic Advisor	Dale Mabry	02/15/18	01/04/22
Jones, Kristin	Executive Staff Assistant II	District	10/30/17	01/14/22
McCarthy, Lianne	Curriculum Designer	Collaboration	11/05/20	02/02/22
Sneed, Patrick	Enrollment Development Coor.	Ybor City	08/10/15	01/26/22
Torres Hernandez, Sofia	Financial Aid Counselor	Dale Mabry	08/27/15	12/02/21
White, Deon	Public Safety Officer	Collaboration	08/29/19	01/18/22
Wilder, Jillian*	Campus Facilities Supervisor	Plant City	04/18/16	01/07/22

RETIREMENT

NAME	<u>TITLE</u>	<u>CAMPUS</u>	BEGIN DATE	END DATE
Cox, Frances	Counselor	Ybor City	03/09/87	02/28/22
Davis, Christopher	Financial Aid Technician	Collaboration	09/04/12	02/22/22
Davis, Irene	Business Assistant	Collaboration	07/01/02	02/03/22
Egger, Salvacion	Lab Assistant	SouthShore	09/11/08	01/26/22
Yaquinto, Regina	PSAV Coordinator	Ybor City	01/22/08	02/09/22

TERMINATION

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	BEGIN DATE	END DATE
Knoll, Jason	Health Science Program Coor.	Dale Mabry	08/27/20	01/10/22

^{*} Full-Time Temporary
** Full-Time Temporary/Grant Funded

Agenda Number: 5.04	
BACKGROUND AND PERTINENT FACTS:	
This item provides revision to the Salary Schedule for FY 2021-2022 to salary table.	o update the part-time faculty
ECONOMIC IMPACT:	
Funds used for these items are currently budgeted.	
OBJECTIVE:	
To provide a revised Salary Schedule for adoption by the Board of Truste	es.
LEGAL AUTHORITY:	
F.S. 1001.64; 1001.65	
RECOMMENDATION:	
The President recommends Board approval of the revised 2021-2022 herein for your review).	Salary Schedule (submitted
Initiator	Date
Vice President/ President/Exec Dir of Human Resources Kristen Smuder	Date 1/13/22
	Date
District President for Ann Ashe	1/19/22
	1-0-024 (2/04)

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

PART-TIME FACULTY – Effective August 19 January 6, 202219

INSTRUCTIONAL SCHEDULE – POINT CONVERSION CHART				
Points	Compe	ensation	Part-time credit-course instructional faculty who have taught	
Politis	Level 1 Level 2		satisfactorily at HCC for one to eight semesters will be	
1	\$ <u>75.00</u> 7	1.00	compensated at the rate of \$75.0064.67 per instructional point, based on the number of assigned load points. Those who have	
2	\$ <u>150.00</u>	42.00	taught satisfactorily at HCC for more than eight semesters will	
3	\$ <u>225.00</u> 2	13.00	be compensated at the rate of \$66.67 per instructional point, based on the number of assigned load points. There will be no	
4	\$ <u>300.00</u> 2	84.00	distinction made for advanced degrees. If a part-time instructor	
5	\$ <u>375.00</u> 355.00		is absent from his/her class, the number of sessions missed will	
6	\$ <u>450.00</u> 4	26.00	be deducted from his/her pay on a prorated basis. (If a class is scheduled to meet 15 times per term and one session is missed	
7	\$ <u>525.00</u> 4	97.00	by the instructor, 1/15th of his/her salary for the class will be	
8	\$ <u>600.00</u> 5	68.00	deducted.)	
9	\$ <u>675.00</u> 6	39.00	One (1) Lecture Credit Hour will generate ten (10) points	
10	\$ <u>750.00</u> 7	10.00	One (1) Laboratory Contact Hour will generate eight (8) points.	
	\$730.00		One (1) Clinical Contact Hour will generate eight (8) points.	
			One (1) Distance Learning Credit Hour will generate ten (10)	
			points.	

COURSE DEVELOPMENT		
Description	Example	Max Rate
For newly developed courses not in the common course- numbering system payment shall be one half of the- number of hours the class meets times the rate of the skill- category required for instruction.	A new course in Category III, meeting for 20-hours of instruction. 10 hours x \$25.00 = \$250.00	\$ 1,500.00
For courses from another institution requiring modification- payment shall be one half of the number of hours the course meets times one half the hourly rate.	A revised course in Category III, meeting for 20 hours of instruction. 10 hours x \$12.50 = \$125.00	\$1,500.00

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.05

BACKGROUND AND PERTINENT FACTS:

SBE Rule 6A-14.0411 provides the legal basis for continuing contracts to community college personnel upon recommendation of the President. In accordance with the HCC/FUSA Agreement Article 9.4, Post-Tenure/Continuing Contracts Reward Review the Campus Tenure Committees, the Deans, and the Campus Presidents reviewed documentation to support that these faculty remain on continuing contracts. Based on further review of coursework and activities, the President recommends that the faculty listed below remain on continuing contracts.

ECONOMIC IMPACT:

None anticipated.

OBJECTIVE:

To allow the following post-tenured faculty to remain on continuing contracts effective the 2021-2022 academic year.

LEGAL AUTHORITY:

SBE Rule 6A-14.0411 SBE Rule 6A-14.002(1) FS 1012.83

RECOMMENDATION:

The President recommends that the Board approve that the following post-tenured faculty remain on continuing contracts:

Andrea Borchard, BR	Jeffrey Rubinstein, DM	Mary Kerly, DM
Andrew Gold, DM	Jessica Olney, YB	Mason Nottingham, BR
Anthony Sardone, SS	Joanne Nelson, DM	Myria Evans, YB
Ashley Harrier, PC	John Hardin, BR	Nerissa Lamison, YB
Charlene Bell, PC	John Whitlock, DM	Roxanna Marcus, DM
Cynthia Moore, YB	Jorge Romero, DM	Sonya Golden, PC
Elisa Molano-Cook, BR	Judith Nolasco, YB	Tina Fujita, PC
Faride Trujillo, YB	Kenneth Hanks, YB	Tina Majchrzak, DM
Gary Larkin, DM	Krista Noren-Santmyer, BR	Tollie Banker, SS
Gwendolyn Parsons, YB	Laurie Saylor, DM	Valsala Mohanakumar, DM
	•	Zachery Cronin, YB

Initiator	Date
Vice President/Campus President/Director of Human Resources Richard Senker	Date 1/12/2022
District President Kin Ash	Date 1/19/22

1-0-024(2/04)

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 6.01 CONSENT

BACKGROUND AND PERTINENT FACTS:

The Behavioral Sciences discipline group presented program modifications; the Biological Sciences discipline group presented course modifications and a program modification; the Business and Hospitality discipline group presented program modifications, course deletions, and a program deletion; the Communication discipline group presented course deletions and a program modification; the Engineering, Transportation, Architecture and Construction and Computer Sciences discipline group presented program modifications; the Health Sciences discipline group presented course modifications, program modifications, and program deletions; the Mathematics discipline group presented a new course, and the Public Safety discipline group presented course deletions, program modifications and a new program to the Academic Affairs Committee.

The Academic Affairs Committee approved the new course, course modifications, course deletions, new program, program modifications and program deletions, and forwarded all to the Vice President for Academic Affairs who reviewed them with the appropriate staff for forwarding to the President.

ECONOMIC IMPACT:
None.
OBJECTIVE:
To strengthen the college curriculum.
LEGAL AUTHORITY:
HCC 6HX-10-4.06
RECOMMENDATION:

The President recommends approval of the new course, course modifications, course deletions, new program, program modifications and program deletions to be effective FA/22, unless otherwise noted.

Initiator	Date:	
Brian Mann		
Vice President/Campus President/Director of Human Resources	Date:	
Richard Senker		
District President	Date	
for Ahr Ague	1/19/22	

Hillsborough Community College

January 2022 BOT

New Course

Course Title	Category	Credit/ Clock Hours	Effective Term
MAD 2104, Discrete Mathematics	Transfer	3 cr.	FA/22

Course Modifications

Effective FA/22

ATE 1110L, Animal Anatomy Laboratory

- Delete ZOO 1010C as a prerequisite.
- Add EVR 1001C as a prerequisite.

ATE 1311L, Veterinary Office Procedure Laboratory

- Delete ZOO 1010C as a prerequisite.
- Add EVR 1001C as a prerequisite.

ATE 1650L, Veterinary Clinical Practice Laboratory I

- Delete ZOO 1010C as a prerequisite.
- Add EVR 1001C as a prerequisite.

ATE 2050, Small Animal Breeds and Behavior

- Delete ZOO 1010C as a prerequisite.
- Add EVR 1001C as a prerequisite.

ATE 2638, Animal Clinical Pathology I

- Delete ZOO 1010C as a prerequisite.
- Add EVR 1001C as a prerequisite.

ATE 2638L, Animal Clinical Pathology Laboratory I

- Delete ZOO 1010C as a prerequisite.
- Add EVR 1001C as a prerequisite.

CVT 1800L, Invasive Cardiovascular Pre-Clinical I

- Change course title to read: Invasive Cardiovascular Techniques I
- · Change course description to read:

Supervised clinical practice in the on-campus cardiac catherization laboratory. Areas of concentration in this preclinical course include aseptic technique, vascular access and angiographic techniques, patient care and monitoring, procedural preparation, and radiation safety.

Add CVT 2511 as a corequisite.

CVT 1801L. Invasive Cardiovascular Pre-Clinical II

- Change course title to read: Invasive Cardiovascular Techniques II
- Change course description to read:

Supervised clinical practice in the on-campus cardiac catheterization program. This course builds on the knowledge and skill developed in CVT 1800L, Invasive Cardiovascular Techniques I. Areas of concentration are coronary angiography, left ventriculography, contract selection, post-procedural patient assessment, and ACLS techniques.

- Increase credit hours from 3 cr. to 4 cr.
- Add CVT 2511 as a prerequisite.

DEH 2809, Advanced Clinical Procedures

Decrease number of credit hours from 2 cr. to 1 cr.

Effective SU/22

MLS 2192, Molecular Diagnostics

Delete MLS 2625 as a prerequisite.

- Add MLS 2624 as a prerequisite.
- Add MLS 2003L as a corequisite.

Effective SP/2023

DEH 2400, General and Oral Pathology

• Decrease number of credit hours from 3 cr. to 2 cr.

DES 1600, Dental Office Emergencies

• Decrease number of credit hours from 2 cr. to 1 cr.

Course Deletions

Effective FA/22

CCJ 2004, Juvenile Justice System

CJL 1070, Legal Rights of Prisoners

DIE 2000, Introduction to Dietetics

DIE 2270, Clinical Nutrition I

DIE 2401, Nutritional Education and Interviewing

DIE 2419, Nutritional Education and Counseling Practicum

DIE 2533, Clinical Practicum

DIE 2963. DTR Exam Prep Capstone

DSC 2732. Seminar in Homeland Security and Terrorism

EAP 1500, Speech/Listening V

EAP 1500L, Speech/Listening V Laboratory

EAP 1560, Grammar V

Program Modifications

Effective FA/22

Accounting - AS

- Delete PHI 1600 from Group I, General Education Requirements.
- Add Humanities General Education CORE (3 cr.) to Group I, General Education Requirements (Year II, First Semester).
- Add Natural Science General Education CORE (3 cr.) to Group II, General Education Requirements (Year II, Second Semester).
- Delete PSY 2010 or SYG 2000 from Group III, General Education Requirements.
- Add AMH 2020 or POS 2041 to Group III, General Education Requirements (Year I, Third Semester).
- · Delete ENT 1000 from Year I, Third Semester.

Accounting Tax Option - AS

- Delete PHI 1600 from Group I, General Education Requirements (Year II, First Semester).
- Add Humanities General Education CORE (3 cr.) to Group I, General Education Requirements (Year II, First Semester).
- Add Natural Science General Education CORE (3 cr.) to Group II, General Education Requirements (Year I, Third Semester).
- Delete PSY 2010 or SYG 2000 from Group III, General Education Requirements.
- Add AMH 2020 or POS 2041 to Group III, General Education Requirements (Year I, Third Semester).
- Delete MAN 1021 from Year I, Third Semester.

Accounting Technology Management - CCC

- Delete PHI 1600 from Group I, General Education Requirements.
- Add AMH 2020 or POS 2041 to Group III, General Education Requirements (Year I, Third Semester).

Business Administration - AS

- Change Group I General Education Requirements to read: Humanities General Education CORE (3 cr.) Year I, Third Semester.
- Change Group II General Education Requirements to read: MAC 1105 or MAC 2233C (Year I, First Semester)
- Add AMH 2020 or POS 2041 to Group III General Education Requirements (Year I, Second Semester).
- Reduce number of credit hours in the "Select..." listing from 12 cr. hrs. to 9 cr. hrs.
- Delete MAC 2233C
- Move STA 2023 from Year I, Third Semester to Year I, Second Semester.

Add Natural Science General Education CORE to Year I, Third Semester.

Business Administration International Business - AS

- Change Group I General Education Requirements to read: Humanities General Education **CORE** (3 cr.) Year I, Third Semester).
- Add Natural Science General Education CORE to Group II General Education Requirements.
- Delete ANT 2000 from Group III General Education Requirements.
- Add AMH 2020 or POS 2041 to Group III General Education Requirements.
- Delete MAC 1105
- Delete MAC 2233C
- Add MAC 1105 or MAC 2233C to Year I, First Semester.

Business Intelligence Specialist - AS

- Delete PHI 1600 from Year I, Third Semester.
- Add HUM 1020 or PHI 1010 to Year I, Third Semester.
- Delete PSY 2012 from Year II, First Semester.
- Add AMH 2020 or POS 2041 to Year II, First Semester.
- Delete CGS 2100 from Year I, First Semester.
- Add CGS 1000 to Year I, First Semester.

Business Intelligence - CCC

- Delete CGS 2100 from Year I, First Semester.
- · Add CGS 1000 to Year I, First Semester.

Cardiac Catheterization - AS

- Delete CHM 1025/CHM1025L from Group II, General Education Requirements.
- Add AMH 2020 or POS 2041 to Group III, General Education Requirements.
- Replace CVT 1801L 3 credit hour version with the new CVT 1801L 4 credit hour version.

Clinical Research Professional - AS

- Delete PSY 2012 from Group III General Education Requirements.
- Add AMH 2020 or POS 2041 to Group III General Education Requirements.

Computer Engineering Technology - AS

- Delete PHI 1600 from Year II, Third Semester.
- Add Humanities General Education CORE to Year II, Third Semester.
- Delete Social Science General Education from Year II, Second Semester.
- Add AMH 2020 or POS 2041 to Year II, Second Semester.
- Change Natural Science General Education to Natural Science General Education CORE (Year I, Third Semester).

Computer Programming and Analysis - AS

- Delete Social Science General Education
- Delete ENC 1102 or Social Science General Education
- Add Natural Science General Education CORE to Year I, First Semester.
- Add AMH 2020 or POS 2041 Year I, Second Semester.
- Year I, First Semester: change Humanities General Education to read: Humanities General Education CORE.
- Year I, First Semester: change Mathematics General Education to read: Mathematics General Education CORE.

Counseling and Human Services - AS

- Delete PSY 2012 and SYG 2000.
- Add PSY 2012 or SYG 2000
- Add AMH 2020, Modern American History or POS 2041, American Government (3 cr.) to Year II, First Semester.
- Change Mathematics General Education to Mathematics General Education CORE (STA 2023, Statistics recommended) - Year I, Third Semester.
- Change Humanities General Education to Humanities General Education CORE to Year I, Third Semester.
- Delete BSC 1092/BSC 1092L or BSC 2085/BSC 2085L from Year II, First Semester.
- Add Natural Science General Education CORE 4 cr. to Year II, First Semester.

Criminology and Criminal Justice Studies - AS

- Change Humanities General Education to Humanities General Education CORE 3 cr.
- Change Mathematics General Education to Mathematics General Education CORE (recommend STA 2003 or MGF 1107). – Year II, Second Semester.
- Add Natural Science General Education CORE (recommend AST 1002C or EVR 1001C or CHM 1020C) to Year
 I, Second Semester.
- Move CJJ 1002 from Year I, Second Semester to Year II, First Semester.
- Delete PSY 2012 or SYG 2000 from Year I, Third Semester.
- Add Behavioral Science General Education CORE to Year I, Third Semester.
- Reduce number of credit hours in "Select ... from" list from 15cr. to 12 cr.
- Delete CCJ 2686, CJC 1000, CJE 2007, CJJ 1004, CJL 1070, DSC 2932-4 from the "Select..." list.
- Add CJL 1000 to "Select..." list.

Culinary Management - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Natural Science General Education to Natural Science General Education CORE.
- Delete PSY 2012 from Group III General Education Requirements.
- Add AMH 2020 or POS 2041 to Group III General Education Requirements.

Culinary and Dietetic Management - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Change Natural Science General Education to Natural Science General Education CORE.
- Delete PSY 2012 from Group III General Education Requirements.
- Add AMH 2020 or POS 2041 to Group III General Education Requirements.

Cybersecurity Operations - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Delete ENC 1102 or Social Science General Education from Year I, Second Semester.
- Delete Social Science General Education from Year I. First Semester.
- Add Natural Science General Education CORE to Year I, First Semester.
- Add POS 2041 to Year I, Second Semester.

Database Technology - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Delete ENC 1102 or Social Science General Education from Year I, Second Semester.
- Delete Social Science General Education from Year I, Third Semester.
- Add Natural Science General Education CORE to Year I, Third Semester.
- Add AMH 2020 or POS 2041.

Dental Hygiene - AS

- Change Humanities General Education to Humanities General Education CORE.
- Add AMH 2020 or POS 2041 (3 cr.)
- Replace DEH 2400 (3 cr.), DEH 2809 (2 cr.) and DES 1600 (2 cr.) with DEH 2400 (2 cr.), DEH 2809 (1 cr.) and DES 1600 (1 cr.)

Digital Media/Multimedia Technology - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Delete ENC 1102 or Social Science General Education
- Delete Social Science General Education
- Add Natural Science General Education CORE to Year I, Third Semester.
- Add AMH 2020 or POS 2041 Year I. Second Semester.

Digital Television and Media Production - AS

Change Humanities General Education to Humanities General Education CORE (recommend THE 1000).

- Change Mathematics General Education to Mathematics General Education CORE (recommend MGF 1106 or MGF 1107).
- Delete MGF 1106
- Delete PSY 2012 or SYG 2000.
- Add Behavioral Science General Education CORE (3 cr.) to Year II, Second Semester.
- Delete RTV 2532 from program requirements.
- Ad Natural Science General Education CORE (recommend EVR 1001C or AST 1002C or CHM 2010C).
- Add AMH 2020 or POS 2041.
- Delete CGS 2876 from "Select..." list.
- Add CGS 2877, ENC 1102, ENT 1000, RTV 2532 to "Select..." list.
- Move RTV 1941 from Year II, First Semester.to Year I, Third Semester.

Early Childhood Education – Administrator Option AS

- Change Humanities General Education to Humanities General Education CORE (recommend HUM 1020).
- Change Mathematics General Education to Mathematics General Education CORE (recommend MGF 1106).
- Change Natural Science Gen Ed to Natural Science Gen Ed to CORE (recommend EVR 1001C).
- Delete PSY 2012 or SYG 2000
- Add PSY 2012
- Add AMH 2020 or POS 2041 to Year II, Second Semester.
- Delete EDF 2085
- Delete EME 2040
- Add EDF 2085 or EME 2040 to Year I, Second Semester.

Early Childhood Education Preschool Option - AS

- Change Humanities General Education to Humanities General Education CORE (recommend HUM 1020).
- Change Mathematics General Education to Mathematics General Education CORE (recommend MGF 1106).
- Change Natural Science Gen Ed to Natural Science Gen Ed to CORE (recommend EVR 1001C).
- Delete PSY 2012 or SYG 2000
- Add PSY 2012
- Add AMH 2020 or POS 2041 to Year II, Second Semester.
- Delete EDF 2085
- Delete EME 2040
- Add EDF 2085 or EME 2040 to Year I, Second Semester.

Electronics Engineering Technology – AS

- Delete PHI 1600
- Add Humanities General Education (3 cr.) CORE.
- Change Natural Science General Education to Natural Science General Education CORE Year I, Third Semester.
- Delete Social Science General Education
- Add AMH 2020 or POS 2041 to Year II. Second Semester.

Engineering Technology - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Natural Science Gen Ed to Natural Science Gen Ed to CORE.
- Delete Social Science General Education.
- Add AMH 2020 or POS 2041.

Enterprise Network and Cloud Computing - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Delete ENC 1102 or Social Science General Education.
- Delete Social Science General Education.
- Add Natural Science General Education CORE to Year I, First Semester.
- Add AMH 2020 or POS 2041 Year I, Second Semester.

Health Navigator - AS

- Delete SYG 2000 from Group III General Education Requirements.
- Add AMH 2020 or POS 2041 to Group III General Education Requirements Year I, Second Semester.

Hospitality and Tourism Management - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Add Natural Science Gen Ed CORE.
- Delete PSY 2012.
- Delete SYG 2000.
- Add AMH 2020 or POS 2041 to Year I, Second Semester.

Industrial Management Technology - AS

- Change Humanities General Education to Humanities General Education CORE (recommend HUM 1020 or PHI 1010).
- Change Mathematics General Education to Mathematics General Education CORE (recommend MGF 1106, MGF 1107 or STA 2023).
- Add Natural Science Gen Ed CORE (recommend EVR 1001C, ASC 1002C, or CHM 1020C).
- Delete SPC 1608, Public Speaking from Year I, Third Semester.
- Add Behavioral Science General Education CORE or ECO 2013 to Year I, First Semester.
- Delete Social Science General Education from Year I, First Semester.
- Delete MAN 2604 from Specified Electives list.
- · Add BUL 2241 to Specified Electives list.
- Delete CGS 1000 from Year I. Third Semester.
- · Add CGS 2100 to Year I, Third Semester.
- Add AMH 2020 or POS 2041 to Year I, Third Semester.

Interdisciplinary Entrepreneurship - AS

- Add AMH or POS 2041 to Group III General Education Requirements.
- Reduce number of credit hours in "Select..." list from 12 cr. to 9 cr.

Internet Services Technology Web Design - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Delete ENC 1102 or Social Science General Education.
- Delete Social Science General Education.
- Add Natural Science General Education CORE.
- Add AMH 2020 or POS 2041.

Internet Services Technology Web Developer - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Delete ENC 1102 or Social Science General Education.
- Delete Social Science General Education.
- Add Natural Science General Education CORE.
- Add AMH 2020 or POS 2041.

Medical Laboratory Science - AS

- Delete PSY 2012 from Year I, Second Semester.
- Add AMH 2020 or POS 2041 to Year I, Second Semester.

Medical Laboratory Science - ATC

- Delete MLS 2192 from Year II, First Semester.
- Add MLS 2192 to Year I, Third Semester.

Network Infrastructure - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Delete ENC 1102 or Social Science General Education.
- Delete Social Science General Education.
- Add Natural Science General Education CORE.
- Add POS 2041

Opticianry - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Delete Social Science General Education 6 cr.
- Add Natural Science General Education CORE.
- Add AMH 2020 or POS 2041.

Paralegal Studies (Legal Assisting) - AS

- Change Humanities General Education to Humanities General Education CORE.
- Change Mathematics General Education to Mathematics General Education CORE.
- Delete Social Science General Education.
- Delete ACG 2021 from program requirements.
- Add Natural Science General Education CORE.
- Add AMH 2020 or POS 2041.

Paralegal - ATC

Add PLA 1949, PLA 2531, PLA 2612, PLA 2732, PLA 2763, PLA 2822, PLA 2841, PLA 2933 to the "Select..." list.

Respiratory Care - AS

- Change Humanities General Education to Humanities General Education CORE.
- Delete PSY 2012 from Prerequisite Courses Required for Admission.
- Add AMH 2020 or POS 2041 to Prerequisite Courses Required for Admission.

Respiratory Care Transition - AS

- Change Humanities General Education to Humanities General Education CORE.
- Delete PSY 2012 from Prerequisite Courses Required for Admission.
- Add AMH 2020 or POS 2041 to Prerequisite Courses Required for Admission.

Restaurant Management - AS

- Change Humanities General Education to Humanities General Education CORE.
- · Change Mathematics General Education to Mathematics General Education CORE.
- Change Natural Science Gen Ed to Natural Science Gen Ed to CORE.
- Delete PSY 2012
- Add AMH 2020 or POS 2041.

Supply Chain Management - AS

- Change Humanities General Education to Humanities General Education CORE.
- Add Natural Science General Education CORE (3 cr.).
- Add AMH 2020 or POS 2041 to Group III General Education Requirements.
- Reduce number of credit hours in Program Electives list from 12 cr. to 6 cr.

Veterinary Technology - AS

- Change Humanities General Education or Social Science General Education 3 cr. to Humanities General Education CORE 3 cr.
- Delete Humanities General Education or Social Science Education 3 cr.
- Delete ZOO 1010C from prerequisites for admission.
- Add EVR 1001C to prerequisites for admission.
- Add AMH 2020 or POS 2041 to Group III General Education Requirements.

New Program

Effective FA/22

Real Estate Paralegal - CCC

CCC • Real Estate Paralegal

(12 Credit Hours)

Program Required Courses

†PLA	1003	Introduction to the Paralegal Profession3 cr.
†PLA		Real Estate Law/Property Transactions I
†PLA		Contract Law3 cr.

Program Deletions Effective FA/22

Dietetic Technician - AS Family Health and Support Worker - ATD Maternal and Child Services – AS

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Agenda Number: 8.01						
INFORMATIONAL ITEMS ONL	.Y					
The Board has requested the monthly financial statements be submitted as an informational item only for their review. The financial statements for the month of November 2021 are attached.						
LEGAL AUTHORITY:						
Sections 1001.64; 1001.65 Florida Statutes						
Initiator	Date:					
Rhonesia Dennard	1/5/22					
Vice President/Campus President/Director of Human Resources Al Erdman	Date: 1/5/22					
District President	Date: 1/19/22					
	1-0-024(12/98)					

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES



Board of Trustees Financial Report

November 2021

HILLSBOROUGH COMMUNITY COLLEGE Board of Trustees Financial Report

November 30, 2021 Fiscal Years 2021 and 2022

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Hillsborough Community College Executive Summary Current Unrestricted Fund Period Ending November 30, 2021 (Dollars In Thousands)

	MONTH			YEAR-TO-DATE					
	Current	Prior Year	% Var	Pudget	Current	% of	Prior Year	% Var	
Revenues	<u>Actual</u>	<u>Actual</u>	Prior Yr	<u>Budget</u>	<u>Actual</u>	Budget	<u>Actual</u>	Prior Yr	
Student Tuition and Fees ⁽¹⁾	\$11,066	\$11,974	-8%	\$36,842	\$35,600	97%	\$37,808	-6%	
Support from State Government(2)	\$5,223	\$4,824	8%	26,116	\$26,208	100%	\$24,186	8%	
Other Revenue	\$142	\$154	-8%	1,241	\$907	73%	\$19,494	-95%	
Total Revenue	\$16,431	\$16,952	-3%	\$64,198	\$62,715	98%	\$81,487	-23%	
% of Revenues From State Govt.	32%	28%		41%	42%		30%		
Operating Expenses									
Instructional Salaries & Benefits	\$4,096	\$4,108	0%	\$15,658	\$16,626	106%	\$16,606	0%	
Other Salaries & Benefits ⁽³⁾	4,190	3,782	11%	24,529	20,355	83%	20,749	-2%	
Total Personnel Costs	\$8,286	\$7,890	5%	\$40,187	\$36,982	92%	\$37,356	-1%	
Other Expenses	\$1,984	\$1,878	6%	\$12,982	\$12,592	97%	\$11,375	11%	
Total Operating Expenses	\$10,270	\$9,768	5%	\$53,169	\$49,574	93%	\$48,731	2%	
Capital Outlay	\$3	\$40	-93%	\$255	\$326	128%	\$122	166%	
Total Expenses	\$10,273	\$9,808	5%	\$53,424	\$49,900	93%	\$48,853	2%	
Excess/(deficit) Revenues Over Expenses	\$6,158	\$7,144		\$10,774	\$12,815		\$32,634		

NOTES:

- (1) The current month Student Tuition and Fees decreased \$908K in November FY22 compared to FY21 primarily due to a decrease of \$342K monthly for Tuition-Advanced & Professional Spring Revenue, a \$113K decrease in Tuition- Postsec Vocational Spring Revenue and a \$81K decrease in Tuition- College Prep Spring Revenue, and a \$346K decrease in Distance Learning Fee.
- (2) The current month increase of \$399K in Support from State Government is due the fact that although budgeted monthly state funds for November year over year are flat, in FY21 the state withheld a portion of the supp
- (3) The current month increase of 408K in Other Salaries & Benefits is due to a \$193K increase in Other Professional Overload, a \$97K increase in Florida Retirement Contibutions and \$90K increase in Insurance Benefits in November activity in FY22 when compared to November activity in FY21.

Hillsborough Community College Executive Summary Current Unrestricted Fund Period Ending November 30, 2021

KEY PERFORMANCE INDICATORS

STAFF	FTEs			STUDENT FTEs (2)	
	November 2021	November 2020	<u>Term</u>	FY22 FY21	FY20
Instructional Faculty FTEs (1)	819	864	FALL	8,361 8,798	9,847
All Other Staff FTEs	1,002	995	SPRING	3,659 4,125	5,071
Total FTEs	1,821	1,859			
			TOTAL	12,020 12,923 1	14,918
% of Instructional FTEs	45%	46%			
	November 2021	November 2020			
Actual Head Count Instruct. Faculty	989	1,046			
Actual Head Count All Other Staff	1,165	1,168			
Total Actual Head Count	2.154	2.214			

	November 2021	November 2020*
Current Ratio (Current Assets/Current Liabilites)	7.01	9.19
Return On Net Assets (Net Income/Total Assets)	2%	9%
Debt To Total Assets (Total Liabilities Prior to GASB 68 & GASB 75/Total Assets)	4%	7%
Fund Balance as a % of Funds Available (Unencumbered Fund Balance BEFORE GASB 68 & GASB	31.48% 75/Total Funds Available)	37.06%
Days Unrestricted Cash on Hand (Unrestricted Cash & Cash Equiv./Daily Operating Expenses	69	102

Notes

- (1) Instructional Faculty FTEs includes full-time and adjunct faculty.
- (2) Student FTEs for all terms are calculated at the same relative point in time for that term. Total target is recalculated by Institutional Research after final year-end data is received.
- (3) Effective for the fiscal year ending June 30, 2015, the College was required to record a net pension liability through the implementation of GASB 68. The liability is the difference between the total pension liability and the value of the assets that have been set aside in a pension plan to pay benefits to current employees, retirees, and their beneficiaries. Effective for the fiscal year ending June 30, 2017, the College implemented GASB 75 for other post employment benefits (OPEB) which requires the College to recognize the total OPEB liability associated with allowing retirees to participate in healthcare coverage at the same cost as current employees.

*November 2020 ratios and percentages are restated from November 2020 BOT to match the post FY21 audit presentation.

HILLSBOROUGH COMMUNITY COLLEGE STATEMENT OF NET POSITION AS OF NOVEMBER 30, FISCAL YEARS 2021 AND 2022

Cameria Assets: Cash and Cash Equivalents \$27,203,532 \$3,8,210,452 Restricted Cash and Cash Equivalents \$2,624,258 \$4,314,586 Restricted Investments \$2,624,258 \$4,314,586 Restricted Investments \$2,624,258 \$4,314,586 Restricted Investments \$2,624,258 \$4,317,3718 Accounts Receivable, Net \$21,085,630 \$21,673,718 Notes Receivable, Net (Note 1) \$4,810 \$10,996 \$3,579,755 \$3,57		As of November 30, 2021	As of November 30, 2020		
Cash and Cash Equivalents \$ 27,203,532 \$ 38,210,452 Restricted Cash and Cash Equivalents 4,284,498 4,314,666 Investments 2,024,258 4,347,63 Restricted Investments 2,021,258 4,347,63 Restricted Investments 21,085,630 21,673,718 Notes Receivable, Net (Note 1) 4,810 10,096 Due from Che Covernmental Agencies (Note 2) 5,597,565 3,579,792 Due from Component Unit/College (Note 3) 100,2936 305,342 Inventories 1,687,223 1,725,544 Pepaid Expenses (Note 4) 1,225,784 1,212,554 Deposits	ASSETS				
Restricted Cash and Cash Equivalents 4,284,948 4,314,656 Investments 2,624,258 4,347,363 Restricted Investments 2,624,258 4,347,363 Restricted Investments 21,085,630 21,673,718 Accounts Receivable, Net (Note 1) 4,810 10,980 2,597,565 3,579,782 Due from Component Unit/College (Note 3) 102,936 305,352 Inventories 1,867,223 1,785,281 Prepaid Expenses (Note 4) 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,212,554 1,225,784 1,225					
Investments	•				
Restricted Investments	·				
Notes Receivable, Net Notes Receivable, Net (Note 1)		2,024,230	4,547,505		
Notes Receivable, Net (Note 1)		21,085,630	21,673,718		
Due from Component Unit/College (Note 3)	Notes Receivable, Net (Note 1)	4,810			
Inventories	Due from Other Governmental Agencies (Note 2)	5,597,565	3,579,792		
Prepaid Expenses (Note 4)	• • • • • • • • • • • • • • • • • • • •				
Deposits					
Other Assets \$63,821,235 \$75,440,098 Noncurrent Assets \$63,821,235 \$75,440,098 Noncurrent Assets: Restricted Cash and Cash Equivalents \$46,293,319 \$29,183,288 Investments 6,657,369 4,951,171 Restricted Investments - - Prepaid Expenses - 10,175 Loans and Notes Receivable, Net - 10,043,041 Depreciable Capital Assets, Net (Note 5) 138,486,889 145,489,8131 Nondepreciable Capital Assets 1,004,304 - Land 29,036,535 29,036,535 Other Assets 221,615,916 \$208,808,442 TOTAL ASSETS \$285,437,151 \$284,248,540 Deferred Outflows - Pension FRS \$20,214,951 \$18,092,013 Deferred Outflows - Pension FRS \$20,214,951 \$18,092,013 Deferred Outflows - Other Post Employment Benefits \$10,893,793 \$2,069,703 TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES \$310,975,925 \$307,318,243 LIABILITIES \$20,2214,951 \$2,625,265 Current	. , ,	1,225,784	1,212,554		
Total Current Assets: \$ 63,821,235 \$ 75,440,098 Noncurrent Assets: Restricted Cash and Cash Equivalents \$ 46,293,319 \$ 29,183,288 Investments 6,657,369 4,951,171 Restricted Investments - - Prepaid Expenses - - 10,117 Loans and Notes Receivable, Net - 10,117 Depreciable Capital Assets, Net (Note 5) 138,486,889 145,489,831 Nondepreciable Capital Assets 1,004,304 - Land 29,036,535 29,036,535 Other Assets 137,500 137,500 Total Noncurrent Assets \$ 221,615,916 \$ 208,808,442 TOTAL ASSETS \$ 20,214,951 \$ 284,248,540 Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension HIS \$ 4,512,981 4,030,768 Deferred Outflows - Other Post Employment Benefits \$ 10,843 946,922 Total Deferred Outflows of Resources \$ 25,538,774 \$ 2,625,265 <tr< td=""><td>•</td><td>- -</td><td>- -</td></tr<>	•	- -	- -		
Noncurrent Assets: Restricted Cash and Cash Equivalents \$46,293,319 \$29,183,288 Investments \$6,657,369 \$4,951,171 \$2,9181,288 \$4,951,171 \$2,9181,288 \$1,004,304 \$1,004,3		ф. 60 004 005	* 75 440 000		
Restricted Cash and Cash Equivalents \$ 46,293,319 \$ 29,183,288 Investments 6,657,369 4,951,171 Restricted Investments - - Prepaid Expenses - - 1,117 Depreciable Capital Assets, Net (Note 5) 138,486,889 145,489,831 Nondepreciable Capital Assets 1,004,304 145,489,831 Cher Assets 137,500 137,500 Total Noncurrent Assets \$ 221,615,916 \$ 20,808,535 Other Assets \$ 221,615,916 \$ 20,808,635 Total Noncurrent Assets \$ 221,615,916 \$ 20,808,442 TOTAL ASSETS \$ 285,437,151 \$ 284,248,540 Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Qutflows - Other Post Employment Benefits \$ 310,975,925 \$ 307,318,243		\$ 63,821,235	\$ 75,440,098		
Restricted Investments		ф 40 000 040	¢ 00.400.000		
Pesticided Investments	·				
Prepaid Expenses		0,007,309	4,951,171		
Loans and Notes Receivable, Net 10,117 Depreciable Capital Assets, Net (Note 5) 138,486,889 145,489,831 Nondepreciable Capital Assets 1,004,304 - Land 29,036,535 29,036,535 Other Assets 137,500 137,500 Total Noncurrent Assets \$221,615,916 \$208,084,42 TOTAL ASSETS \$285,437,151 \$284,248,540 Deferred Outflows - Pension FRS \$20,214,951 \$18,092,013 Deferred Outflows - Pension FRS \$10,843 946,922 Total Deferred Outflows of Resources \$310,975,925 \$307,318,243 Total Deferred Outflows of Resources \$10,975,925 \$307,318,243 DEFERRED OUTFLOWS OF RESOURCES \$310,975,925 \$307,318,243 DEFERRED OUTFLOWS OF RESOURCES \$10,975,925 \$307,318,243 DEFERRED OUTFLOWS OF RESOURCES \$10,975,925		_	_		
Nondepreciable Capital Assets		-	10,117		
Land Other Assets 29,036,535 (137,500) 29,036,535 (137,500) Total Noncurrent Assets \$ 221,615,916 (\$ 208,808,442) TOTAL ASSETS \$ 285,437,151 (\$ 284,248,540) DEFERRED OUTFLOWS OF RESOURCES (Note 6) \$ 20,214,951 (\$ 18,092,013) Deferred Outflows - Pension FRS \$ 20,214,951 (\$ 18,092,013) Deferred Outflows - Other Post Employment Benefits \$ 810,843 (\$ 946,922) Total Deferred Outflows of Resources \$ 25,538,774 (\$ 23,069,703) TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES \$ 310,975,925 (\$ 307,318,243) LIABILITIES Current Liabilities: Accounts Payable \$ 4,085,437 (\$ 2,625,265) Accrued Interest Payable \$ 2,756,277 (\$ 4,102,306) Retainage Payable \$ 2,756,277 (\$ 4,102,306) Retainage Payable \$ 167,323 (\$ 167,323) Due to Other Governmental Agencies \$ 41,527 (\$ 11,563) Due to Component Unit/College \$ (7,917) Estimated Insurance Claims Payable \$ 275,000 (\$ 7,917) Estimated Insurance Claims Payable \$ 569,942 (\$ 585,182) Long-Term Liabilities - Current Portion: Bonds Payable \$ 69,942 (\$ 585,182) <t< td=""><td>Depreciable Capital Assets, Net (Note 5)</td><td>138,486,889</td><td>145,489,831</td></t<>	Depreciable Capital Assets, Net (Note 5)	138,486,889	145,489,831		
Other Assets 137,500 137,500 Total Noncurrent Assets \$ 221,615,916 \$ 208,808,442 TOTAL ASSETS \$ 285,437,151 \$ 284,248,540 Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension HIS 4,512,981 4,030,768 Deferred Outflows - Other Post Employment Benefits 810,843 946,922 Total Deferred Outflows of Resources \$ 25,538,774 \$ 23,069,703 CUrrent Liabilities: Current Liabilities: Accrued Interest Payable \$ 4,085,437 \$ 2,625,265 Accrued Interest Payable \$ 4,085,437 \$ 2,625,265 Accrued Interest Payable \$ 2,756,277 4,102,306 Retainage Payable \$ 2,756,277 4,102,306 Retainage Payable \$ 4,085,437 \$ 1,563 Due to Other Governmental Agencies \$ 41,527 11,563 Due to Component Unit/College \$ 7 \$ 2,625,265 Deposits Held for Others (Note 8) \$ 569,342 585,182 Long-Term Liabilities - Current Portion: Bonds Payable \$ 69,942 <td>·</td> <td></td> <td>-</td>	·		-		
Total Noncurrent Assets \$ 221,615,916 \$ 208,808,442 TOTAL ASSETS \$ 285,437,151 \$ 284,248,540 DEFERRED OUTFLOWS OF RESOURCES (Note 6) Deferred Outflows - Pension FRIS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension HIS 4,512,981 4,030,768 Deferred Outflows of Nesources \$ 210,843 946,922 Total Deferred Outflows of Resources \$ 25,538,774 \$ 23,069,703 TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES \$ 310,975,925 \$ 307,318,243 LIABILITIES Current Liabilities: Accounts Payable \$ 4,085,437 \$ 2,625,265 Accounts Payable \$ 4,085,437 \$ 2,625,265 Accounts Payable \$ 2,756,277 4,102,306 Retainage Payable \$ 2,756,277 4,102,306 Retainage Payable \$ 167,323 167,323 Due to Other Governmental Agencies \$ 41,527 11,563 Due to Component Unit/College \$ 7 7 De ferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claim					
TOTAL ASSETS \$ 285,437,151 \$ 284,248,540 DEFERRED OUTFLOWS OF RESOURCES (Note 6) Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension HIS 4,512,981 4,030,768 Deferred Outflows - Other Post Employment Benefits 810,843 946,922 Total Deferred Outflows of Resources \$ 25,538,774 \$ 23,069,703 TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES \$ 310,975,925 \$ 307,318,243 LIABILITIES Current Liabilities: Accounts Payable \$ 4,085,437 \$ 2,625,265 Accrued Interest Payable \$ 2,756,277 4,102,306 Retainage Payable 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College \$ 275,000 \$ \$ 200,000 Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: \$ 569,942 585,182 Long-Term Liabilities - Current Portion: \$ 569,942 585,182 Long-Term Liabilities - Current Portion: \$ 60,000	Other Assets	137,500	137,500		
DEFERRED OUTFLOWS OF RESOURCES (Note 6) Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension HIS 4,512,981 4,030,768 Deferred Outflows - Other Post Employment Benefits 810,843 946,922 Total Deferred Outflows of Resources \$ 25,538,774 \$ 23,069,703 TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES \$ 310,975,925 \$ 307,318,243 LIABILITIES Current Liabilities: Accounts Payable \$ 4,085,437 \$ 2,625,265 Accounts Payable 2,756,277 4,102,306 Accounts Payable 2,756,277 4,102,306 Accounts Payable 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College - - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion:	Total Noncurrent Assets	\$ 221,615,916	\$ 208,808,442		
Deferred Outflows - Pension FRS \$ 20,214,951 \$ 18,092,013 Deferred Outflows - Pension HIS 4,512,981 4,030,768 Deferred Outflows - Other Post Employment Benefits 810,843 946,922 Total Deferred Outflows of Resources \$ 25,538,774 \$ 23,069,703 TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES \$ 310,975,925 \$ 307,318,243 LIABILITIES Current Liabilities: Accounts Payable \$ 4,085,437 \$ 2,625,265 Account Interest Payable \$ 4,085,437 \$ 2,625,265 Account Interest Payable \$ 2,756,277 4,102,306 Retainage Payable Interest Payable \$ 167,323 167,323 Due to Other Governmental Agencies \$ 41,527 11,563 Due to Component Unit/College \$ 7,866 (7,917) Estimated Insurance Claims Payable \$ 275,000 \$ - Deposits Held for Others (Note 8) \$ 569,942 585,182 Long-Term Liabilities - Current Portion: Bonds Payable \$ 9 \$ 8 Not	TOTAL ASSETS	\$ 285,437,151	\$ 284,248,540		
Deferred Outflows - Other Post Employment Benefits 4,512,981 4,030,768 Deferred Outflows - Other Post Employment Benefits 810,843 946,922 Total Deferred Outflows of Resources \$25,538,774 \$23,069,703 TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES \$310,975,925 \$307,318,243 LIABILITIES Current Liabilities: Accounts Payable \$4,085,437 \$2,625,265 Accounts Payable \$4,085,437 \$2,625,265 Accounts Payable \$2,756,277 4,102,306 Retainage Payable \$2,756,277 4,102,306 Retainage Payable \$167,323 167,323 Due to Other Governmental Agencies \$41,527 11,563 Due to Component Unit/College \$7,900 \$7,917 Estimated Insurance Claims Payable \$275,000 \$5,182 Deposits Held for Others (Note 8) \$69,942 \$55,182 Long-Term Liabilities - Current Portion: Bonds Payable \$2 \$2 Not	DEFERRED OUTFLOWS OF RESOURCES (Note 6)				
Deferred Outflows - Other Post Employment Benefits 810,843 946,922 Total Deferred Outflows of Resources \$ 25,538,774 \$ 23,069,703 TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES \$ 310,975,925 \$ 307,318,243 LIABILITIES Current Liabilities: Accounts Payable \$ 4,085,437 \$ 2,625,265 Accrued Interest Payable 2,756,277 4,102,306 Retainage Payable 167,323 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 17,917 Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: Bonds Payable Notes and Loans Payable (Note 9) Installment Purchases Payable Capital Leases Payable Compensated Absences Payable 400,000	Deferred Outflows - Pension FRS	\$ 20,214,951	\$ 18,092,013		
Total Deferred Outflows of Resources \$ 25,538,774 \$ 23,069,703 TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES \$ 310,975,925 \$ 307,318,243 LIABILITIES Current Liabilities: Accounts Payable \$ 4,085,437 \$ 2,625,265 Accrued Interest Payable - - Salary and Payroll Taxes Payable 2,756,277 4,102,306 Retainage Payable 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College - - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: Bonds Payable - - Notes and Loans Payable (Note 9) - - - Notes and Loans Payable (Note 9) - - - Installment Purchases Payable - - - Compensated Absences Payable 400,000 400,					
LIABILITIES \$ 310,975,925 \$ 307,318,243 Current Liabilities: Accounts Payable \$ 4,085,437 \$ 2,625,265 Accrued Interest Payable - Salary and Payroll Taxes Payable 2,756,277 4,102,306 Retainage Payable 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: Bonds Payable - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	, ,				
LIABILITIES Current Liabilities: \$ 4,085,437 \$ 2,625,265 Accounts Payable - - Accrued Interest Payable 2,756,277 4,102,306 Retainage Payable 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College - - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: Bonds Payable - - Notes and Loans Payable (Note 9) - - - Installment Purchases Payable - - - Capital Leases Payable - - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	Total Deletted Outliows of Resources	φ 25,556,774	\$ 23,009,703		
Current Liabilities: Accounts Payable \$ 4,085,437 \$ 2,625,265 Accrued Interest Payable - - Salary and Payroll Taxes Payable 2,756,277 4,102,306 Retainage Payable 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College - - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: - - Bonds Payable - - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 310,975,925	\$ 307,318,243		
Accounts Payable \$ 4,085,437 \$ 2,625,265 Accrued Interest Payable - - Salary and Payroll Taxes Payable 2,756,277 4,102,306 Retainage Payable 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College - - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: S69,942 585,182 Long-Term Liabilities - Current Portion: - - Bonds Payable - - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	LIABILITIES				
Accrued Interest Payable - - Salary and Payroll Taxes Payable 2,756,277 4,102,306 Retainage Payable 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College - - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: - - Bonds Payable - - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	Current Liabilities:				
Salary and Payroll Taxes Payable 2,756,277 4,102,306 Retainage Payable 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College - - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: - - Bonds Payable - - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	Accounts Payable	\$ 4,085,437	\$ 2,625,265		
Retainage Payable 167,323 167,323 Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College - - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: Separate Payable - - Notes and Loans Payable (Note 9) - - - Installment Purchases Payable - - - Capital Leases Payable - - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	•	-	=		
Due to Other Governmental Agencies 41,527 11,563 Due to Component Unit/College - - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: - - Bonds Payable - - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -					
Due to Component Unit/College - - Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: - - Bonds Payable - - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	· · · · · · · · · · · · · · · · · · ·				
Deferred Revenue (Note 7) (7,866) (7,917) Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: - - Bonds Payable - - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -		41,327	11,303		
Estimated Insurance Claims Payable 275,000 - Deposits Held for Others (Note 8) 569,942 585,182 Long-Term Liabilities - Current Portion: - - Bonds Payable - - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	· · · · · · · · · · · · · · · · · · ·	(7,866)	(7,917)		
Long-Term Liabilities - Current Portion: - - Bonds Payable - - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	· · · · · · · · · · · · · · · · · · ·	, ,	-		
Bonds Payable - - Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	Deposits Held for Others (Note 8)	569,942	585,182		
Notes and Loans Payable (Note 9) - - Installment Purchases Payable - - Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -					
Installment Purchases Payable	•	-	=		
Capital Leases Payable - - Compensated Absences Payable 400,000 400,000 Net Pension Liability (Note 10) 539,085 323,047 Other Post Employment Benefits Payable (Note 11) 282,366 -	* * *	-	-		
Compensated Absences Payable400,000400,000Net Pension Liability (Note 10)539,085323,047Other Post Employment Benefits Payable (Note 11)282,366-	· · · · · · · · · · · · · · · · · · ·	-	-		
Net Pension Liability (Note 10)539,085323,047Other Post Employment Benefits Payable (Note 11)282,366-	· · · · · · · · · · · · · · · · · · ·	400 000	400 000		
Other Post Employment Benefits Payable (Note 11) 282,366 -	· · · · · · · · · · · · · · · · · · ·				
Total Current Liabilities \$ 9,109,091 \$ 8,206,770	· , , , ,				
	Total Current Liabilities	\$ 9,109,091	\$ 8,206,770		

HILLSBOROUGH COMMUNITY COLLEGE STATEMENT OF NET POSITION AS OF NOVEMBER 30, FISCAL YEARS 2021 AND 2022

	As	of November 30, 2021	As	of November 30, 2020
Noncurrent Liabilities: Bonds Payable Notes and Loans Payable (Note 9) Installment Purchases Payable Capital Leases Payable Special Termination Benefits Payable	\$	- - - -	\$	- 8,064,250 - - -
Compensated Absences Payable Net Pension Liability (Note 10) Other Post Employment Benefits Payable Other Long-Term Liabilities		3,969,590 73,686,457 1,330,224		3,737,304 62,057,362 1,647,502
Total Noncurrent Liabilities	\$	78,986,271	\$	75,506,418
TOTAL LIABILITIES	\$	88,095,362	\$	83,713,188
DEFERRED INFLOWS OF RESOURCES (Note 6)				
Deferred Inflows - Pension FRS	\$	1,121,207	\$	3,311,127
Deferred Inflows - Pension HIS		1,654,720		2,091,194
Deferred Inflows - Other Post Employment Benefits		234,903		274,098
Total Deferred Inflows of Resources	\$	3,010,830	\$	5,676,419
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	\$	91,106,192	\$	89,389,607
NET POSITION				
Invested in Capital Assets, Net of Related Debt Restricted: Nonexpendable:	\$	170,144,442	\$	168,424,172
Endowment Expendable:		-		-
Endowment		-		-
Grants and Loans		1,647,113		3,136,301
Scholarships		887,093		1,347,152
Capital Projects		46,294,608		27,059,179
Debt Service		-		125,000
Unrestricted		896,477	_	17,836,831
Total Net Position	\$	219,869,734	\$	217,928,636
TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION	\$	310,975,925	\$	307,318,243

The accompanying notes to financial statements are an integral part of this statement.

HILLSBOROUGH COMMUNITY COLLEGE STATEMENT OF NET POSITION NOTES TO FINANCIAL STATEMENT YEAR-TO-DATE AS OF NOVEMBER 30, FISCAL YEARS 2021 AND 2022

NOTES:

- 1 Notes receivable for the Brandon Community Advantage Center (BCAC).
- 2 As of November 30, 2021 all of the sum of the digits funds for repairs and building maintenance have been received.
- 3 Due from HCC Foundation.
- 4 As of November 30, 2021 Prepaid expenses include \$210K for FY22 FCS reserve funding and three months of the FY22 assessment, nine months of EduNav, seven months of CampusLogic, 32 months of Pay for print warranties, and 31 months of maintenance for the PCS Cisco phone system.
- 5 Allowance for Depreciation reduces the stated value of buildings, other structures & improvements, and furniture. Furniture, machinery and equipment are stated at original cost less accumulated depreciation.
- Deferred Outflows/Inflows represent the differences between actual and projected earnings on plan investments that are applicable to a future reporting period. Deferred Outflows/Inflows are recognized as the effects of actuarial differences and changes in assumptions related to economic and demographic factors of all employees that are active, inactive, and retired.
- 7 Income or gifts received which is to be recognized in future periods.
- 8 Amount represents funds primarily held in custody for HCC student clubs.
- 9 The Suncoast Loan for the Dale Mabry Allied Health Building was paid off in May 2021 saving the College \$496K in interest.
- Net pension liability, which includes both the Florida Retirement System (FRS) and the Health Insurance Subsidy (HIS), is defined as the pension plan's unfunded liability as of the measurement date which is provided by the plan's actuary.
- 11 Effective for FY 2017-2018, the College implemented GASB Statement No. 75 for other post employment benefits (OPEB) other than pensions. This statement issued new reporting requirements for OPEB plans, and it identifies the methods and assumptions that are required to be used to project benefit payments and attribute that to periods of employee service. The total OPEB liability is required to be determined through an actuarial evaluation.

FUND BALANCE SUMMARY FOR FUNDS 1, 3, AND 6 AS OF NOVEMBER 30, 2021

	GL Code	(1) Current Funds - Unrestricted	(3) Auxiliary Funds	(6) Agency Funds	Total
B 16 5 1			runus	Fullus	
Reserved for Encumbrance	30100	313,507.94	-	-	313,507.94
Fund Balance - Board Designated	30900	3,038,778.00	-	-	3,038,778.00
Fund Balance - Grantor	31000	=	-	-	-
Fund Balance - College	GLTB 31100	40,973,327.89	2,294,862.40	1,000.00	43,269,190.29
Net Change in Unrestricted Net Position per Statement of Net Position	Class 4,5,6,7	12,800,187.48	(1,297,009.59)	-	11,503,177.89
Invested in Plant	31200	-	-	-	-
TOTAL RESERVE & UNALLOCATED FUND BALANCES		57,125,801.31	997,852.81	1,000.00	58,124,654.12
Amount Expected to be Financed in Future Yrs (negative number)	30800	(57,228,177.34)	-	-	(57,228,177.34)
TOTAL FUND BALANCES		(102,376.03)	997,852.81	1,000.00	896,476.78
Prior Year 6-30 Fund Balance	e	35,824,368.77			
Grand Total Revenues	8	144,661,285.00			
Total Funds Available	9	180,485,653.77			

56,812,293.37

31.48%

Total Fund Balance As Reported After GASB 68 and GASB 74/75 % of Total Funds Available

Unencumbered Fund Balance as % of Total Funds Available

Unencumbered Fund Balance

896,476.78 0.50%

Hillsborough Community College Income Statement Current Unrestricted Fund Period Ending November 30, 2021 (Dollars In Thousands)

YTD Actual to Budget Comparison

YTD Actual to Actual Comparison

DEVENUE	YTD	Pudget	Astual	<u>Variance</u>	0/	Nov. 24	Nov. 20	<u>Variance</u>	
REVENUE	Budget	<u>Budget</u>	Actual	<u>\$</u>	<u>%</u>	Nov-21	Nov-20	<u>\$</u>	<u>%</u>
Student Tuition and Fees	\$59,867,387 \$73,463,533	\$36,842	\$35,600	-\$1,242	-3%	\$35,600	\$37,808	-\$2,208	-6% 8%
Support From State Government	\$73,462,532	\$26,116	\$26,208	\$92	0%	\$26,208	\$24,186	\$2,023	
Other Revenue	\$3,047,658	\$1,241	\$907	-\$334	-27%	\$907	\$19,494	-\$18,586	-95%
Total Revenue	\$136,377,577	\$64,198	\$62,715	-\$1,483	-2%	\$62,715	\$81,487	-\$18,772	-23%
	YTD	YTD	YTD	Variance				Variano	e
EXPENDITURES	Budget	Budget	Actual	\$	<u>%</u>	Nov-21	Nov-20	\$	<u>%</u>
Personnel Costs	<u> </u>	<u></u>	<u></u>	_	_	. <u></u>	<u> </u>	_	_
Full Time Salaries	\$55,808,660	\$20,644	\$19,814	-\$829	-4%	\$19,814	\$19,819	-\$4	0%
Part Time Salaries	\$18,806,514	\$8,981	\$8,315	-\$665	-7%	\$8,315	\$8,472	-\$157	-2%
Fringe Benefits	\$25,770,565	\$10,604	\$8,783	-\$1,820	-17%	\$8,783	\$8,980	-\$197	-2%
Regular Termination	\$500,000	\$126	\$68	-\$57	-45%	\$68	\$84	-\$15	-18%
Total Personnel Costs	\$100,282,138	\$40,354	\$36,982	-\$3,372	-8%	\$36,982	\$37,356	-\$374	-1%
Current Expenses									
Travel	\$991,846	\$174	\$104	-\$70	-40%	\$104	\$19	\$85	445%
Telephones & Utilities	\$4,631,032	\$1,753	\$1,666	-\$87	-5%	\$1,666	\$1,676	-\$10	-1%
Professional Fees	\$1,368,654	\$431	\$306	-\$125	-29%	\$306	\$259	\$47	18%
Repairs & Maintenance	\$3,635,398	\$1,578	\$1,515	-\$64	-4%	\$1,515	\$1,575	-\$60	-4%
Insurance	\$2,623,430	\$923	\$964	\$41	4%	\$964	\$782	\$182	23%
Other Services	\$14,635,312	\$5,073	\$6,286	\$1,213	24%	\$6,286	\$5,086	\$1,200	24%
Materials & Supplies	\$2,461,735	\$452	\$518	\$66	15%	\$518	\$442	\$76	17%
All Other Current Expenses	\$13,194,237	\$2,598	\$1,248	-\$1,349	-52%	\$1,248	\$1,536	-\$288	-19%
Total Current Expenses	\$43,541,644	\$12,982	\$12,607	-\$375	-3%	\$12,607	\$11,375	\$1,232	11%
Total Personnel & Current Expenses	\$143,823,782	\$53,336	\$49,589	-\$3,747	-7%	\$49,589	\$48,731	\$858	2%
Capital Outlay									
Equipment	\$630,588	\$165	\$124	-\$41	-25%	\$124	\$70	\$54	77%
Buildings	\$206,915	\$90	\$202	\$112	124%	\$202	\$52	\$150	286%
Total Capital Outlay	\$837,503	\$255	\$326	\$71	28%	\$326	\$122	\$204	167%
Total Expenditures	\$144,661,285	\$53,591	\$49,915	-\$3,676	-7%	\$49,915	\$48,853	\$1,062	2%
Excess/(Deficit) Revenues Over Expenses		\$10,608	<u>\$12,800</u>			<u>\$12,800</u>	\$32,634		

GLOSSARY OF SELECTED BUDGET TERMS FY2021-2022

<u>Budget Transfer</u> - A transaction that involves the shifting of funds from one expenditure object code to another. A transaction of this nature does not change the total amount of the budget.

<u>Carryover Funds</u> - Unspent funds from a prior year that are made available for use in a subsequent year.

<u>Categorical Funds</u> - General Fund monies that are appropriated by the State Department of Education and/or the Legislature for a specific use such as for the purchase of library books.

<u>C.I.S.</u> - These letters are the abbreviation for Community Instructional Services and generally, pertain to non-credit courses and activities offered by the College to the general public. These courses and activities are designed to assist participants in better understanding themselves and the world in which they live and in developing skills and/or special interests.

CO & DS - Capital Outlay and Debt Service Funds are secured through the first receipts from the sale of State automobile license tags.

<u>Contingency Funds</u> - Monies earmarked within the operating budget for unbudgeted, emergency expenditures.

Encumbrance - In order to ensure that sufficient funds are available to pay for a proposed purchase, funds are earmarked (encumbered) via a purchase order or requisition.

Expenditure (Major) Categories - There are three major categories of expenditures: Personnel Costs, Current Expenses and Capital Outlay. An explanation of each category is as follows:

- A. <u>Personnel Costs</u> pertain to all salary and wage expenditures for full-time and part-time employees including F.I.C.A., retirement, and health insurance.
- B. <u>Current Expenses</u> pertain to routine operating costs necessary for conducting daily business affairs, such as travel, educational and office materials and supplies, utilities, repairs and maintenance supplies.
- C. <u>Capital Outlay</u> generally pertains to nonconsumable items, such as furniture and equipment. However, equipment costing \$999.99 or less is recorded as minor equipment; and \$1,000 or more is recorded to capital equipment which is accounted for in the College property inventory. Library books and capital structures are also recorded to this category.

<u>Fund Balance</u> - The balance of this account pertains to the difference between the College's assets and liabilities. The balance in this account generally does not reflect the cash position of the fund.

<u>F.T.E.</u> - These letters are the abbreviation for "Full-time equivalent" student. Currently, it takes 30 semester hours to generate one FTE.

Fund - This term refers to a sum of money or other resources segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations and constituting an independent fiscal and accounting entity.

Stated below are explanations of the funds presented herein:

- A. <u>General Current Fund</u> This fund is used to account for resources that are available for the general financial requirements of the College, the only restriction being those imposed by law and the budget.
- B. Restricted Current Fund This fund is used to account for resources that are available for the operation and support of the educational program but are restricted by donors or other outside agencies as to the specific purpose for which they may be expended. The typical accounts recorded to this fund pertain to contracts and grants.
- C. <u>Unexpended Plant Fund</u> This fund is used to account for resources that are available for the acquisition or construction of physical property to be used for institutional purposes and resources designated for the major repair and/or replacement of institutional property. These funds generally can be expended only for projects approved by a State Department of Education survey and include purchase of land, site development, building construction costs, etc.
- D. <u>Auxiliary Fund</u> This fund is used to account for auxiliary activities. Auxiliary activities are those established primarily to provide non-instructional services for sale to students, faculty and staff, and which are intended to be self-supporting.

<u>Local Funds</u> - Source of these funds are Capital Improvement Projects Fees, Interest Income, proceeds from sale of fixed assets (land), and Transfers-In from the General Fund.

<u>Organizational (Functional) Units</u> - Expenditures may be classified by the various organizational or functional unit for which they pertain as follows:

- A. Instruction -This function includes costs pertaining to instructional department.
- B. <u>Public Service</u> -This function includes activities directed toward serving the clientele within the community.
- C. <u>Academic Support</u> -This function includes activities that directly support the instructional programs of the College, such as, the Learning Resource Center (Library), Academic Administration, Instructional Computing Services, Course Curriculum and Personnel Development.
- D. <u>Student Services</u> -This function includes those activities provided by the College to assist and provide services for students, as well as augment certain aspects of the instructional programs. It includes departments, such as the Financial Aid Office, Admissions & Records Office, Placement Office and Counseling.

- E. <u>Institutional Support</u> -This function includes activities undertaken to provide necessary service on a College Wide basis, such as, the offices of Accounting, Budgeting and Purchasing. It also includes costs pertaining to the total College such as, postage, telephone, service contracts on equipment and all legal services.
- F. <u>Physical Plant Operations & Maintenance</u> -This function includes those departments that are responsible for the operation and maintenance of the Institution's Physical Facilities, such as the departments of Building and Grounds, Custodial Services and Maintenance Services.
- G. <u>Student Aid</u> -This function includes scholarships and fee waivers awarded to students.

PECO - Public Education Capital Outlay Funds are State appropriations of proceeds, premiums, and accrued interest from the sale of public education bonds.

<u>President's Contingency Funds</u> – Monies within the operating budget for unbudgeted expenditures as deemed necessary by the College President.

<u>Salary Attrition</u> - This account pertains to the monies saved while a full-time "budgeted" position is vacant.

RECOMMENDATION TO HILLSBOROUGH COMMUNITY CO	OLLEGE BOARD OF TRUSTEES
Agenda Number: 8.02	
INFORMATIONAL ITEMS ON	LY
The Board has requested the monthly financial statements litem only for their review. The financial statements for the attached.	
LEGAL AUTHORITY:	
Sections 1001.64; 1001.65 Florida Statutes	
Initiator	Date:
Vice President/Campus President/Director of Human Resources	Date: 1/18/22
District President	Date: 1/19/22

1-0-024(12/98)



Board of Trustees Financial Report

December 2021

HILLSBOROUGH COMMUNITY COLLEGE

Board of Trustees Financial Report December 31, 2021

Fiscal Years 2021 and 2022

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Hillsborough Community College Executive Summary Current Unrestricted Fund Period Ending December 31, 2021 (Dollars In Thousands)

	MONTH			YEAR-TO-DATE					
	Current	Prior Year	% Var Prior		Current	% of	Prior Year % Var Prior		
	<u>Actual</u>	<u>Actual</u>	<u>Yr</u>	<u>Budget</u>	<u>Actual</u>	Budget	<u>Actual</u>	<u>Yr</u>	
Revenues									
Student Tuition and Fees ⁽¹⁾	\$6,784	\$6,040	12%	\$42,745	\$42,384	99%	\$43,848	-3%	
Support from State Government ⁽²⁾	\$5,223	\$4,824	8%	31,339	\$31,431	100%	\$29,010	8%	
Other Revenue ⁽³⁾	\$91	-\$18,787	-100%	1,310	\$998	76%	\$681	47%	
Total Revenue	\$12,098	-\$7,923	-253%	\$75,393	\$74,813	99%	\$73,538	2%	
% of Revenues From State Govt.	43%	-61%		42%	42%		39%		
Operating Expenses									
Instructional Salaries & Benefits	\$4,096	\$4,108	0%	\$19,749	\$20,720	105%	\$20,711	0%	
Other Salaries & Benefits ⁽⁴⁾	4,769	3,801	25%	29,952	25,127	84%	24,554	2%	
Total Personnel Costs	\$8,866	\$7,909	12%	\$49,701	\$45,847	92%	\$45,264	1%	
Other Expenses	\$1,817	\$1,776	2%	\$15,633	\$14,424	92%	\$13,151	10%	
Total Operating Expenses	\$10,683	\$9,684	10%	\$65,333	\$60,272	92%	\$58,415	3%	
Capital Outlay	\$3	\$50	-94%	\$428	\$329	77%	\$172	91%	
Total Expenses	\$10,686	\$9,734	10%	\$65,762	\$60,601	92%	\$58,587	3%	
Excess/(deficit) Revenues Over Expenses	\$1,412	-\$17,657		\$9,631	\$14,212		\$14,951		

NOTES:

- (1) The current month Student Tuition and Fees increased \$744K in December FY22 compared to FY21 primarily due to a increase of \$160K monthly for Tuition-Advanced & Professional Spring Revenue, an \$85K increase in Tuition-Postsec. Vocational Spring Revenue, a \$143K increase in Out-of-State Advanced & Professional Spring Revenue and a \$138K increase in Out-of-State PSV Spring Revenue, a \$69K increase in Out-of-State- College Prep Spring Revenue, a \$158K decrease in Veterans Out of State Waiver, a \$85K decrease in Dual Enrollment Waivers offset by a \$118K decrease in Distance Learning Fee in December in FY22 compared to December FY21.
- (2) The current month increase of \$399K in Support from State Government is due the fact that although budgeted monthly state funds for November year over year are flat, in FY21 the state withheld a portion of the supp
- (3) The current month decrease of \$18.9 in Other Revenue is due to the December FY21 \$18.9M reclass of the proceeds from the sale of the GWSC building from fund group 1 to fund group 7.
- (4) The current month increase of \$968K in Other Salaries & Benefits is primary due to the one time payment of the Cost of Living increase adjustment from HEERF funds paid in December of FY22.

Hillsborough Community College **Executive Summary Current Unrestricted Fund** Period Ending December 31, 2021

KEY PERFORMANCE INDICATORS

December 2021 December 2020 FY20 <u>Term</u> FY22 FY21 Instructional Faculty FTEs (1) 818 870 FALL 8,374 8,802 9,847 All Other Staff FTEs SPRING 950 968 5,716 6,142 7,377 Total FTEs 1.767 1,838 TOTAL 14,944

% of Instructional FTFs

STAFF FTEs

% of instructional FTEs	40%	47%
	December 2021	December 2020
Actual Head Count Instruct. Faculty	989	1,032
Actual Head Count All Other Staff	1,116	1,121
Total Actual Head Count	2,105	2,153

LIQUIDITY AND FINANCIAL ASSETS PERFORMANCE

EIGOIDH T AND THRANGIAL ASSETS T ENTONIBINGE	December 2021	December 2020
Current Ratio (Current Assets/Current Liabilites)	7.44	6.00
Return On Net Assets (Net Income/Total Assets)	5%	5%
Debt To Total Assets (Total Liabilities Prior to GASB 68 & GASB 75/Total Assets)	4%	7%
Fund Balance as a % of Funds Available (Unencumbered Fund Balance BEFORE GASB 68 & GASB 75/1	32.26% Fotal Funds Available)	27.48%
Days Unrestricted Cash on Hand (Unrestricted Cash & Cash Equiv /Daily Operating Expenses)	69	45

Notes:

(1) Instructional Faculty FTEs includes full-time and adjunct faculty.

- (2) Student FTEs for all terms are calculated at the same relative point in time for that term. Total target is recalculated by Institutional Research after final year-end data is received.
- (3) Effective for the fiscal year ending June 30, 2015, the College was required to record a net pension liability through the implementation of GASB 68. The liability is the difference between the total pension liability and the value of the assets that have been set aside in a pension plan to pay benefits to current employees, retirees, and their beneficiaries. Effective for the fiscal year ending June 30, 2017, the College implemented GASB 75 for other post employment benefits (OPEB) which requires the College to recognize the total OPEB liability associated with allowing retirees to participate in healthcare coverage at the same cost as current employees.

STUDENT FTEs (2)

14,090

17,224

HILLSBOROUGH COMMUNITY COLLEGE STATEMENT OF NET POSITION AS OF DECEMBER 31, FISCAL YEARS 2021 AND 2022

	As of December 31, 2021	
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 27,353,845	\$ 15,951,586
Restricted Cash and Cash Equivalents	8,629,625	5,920,167
Investments	2,624,258	4,347,363
Restricted Investments		-
Accounts Receivable, Net	20,612,731	24,217,558
Notes Receivable, Net (Note 1) Due from Other Governmental Agencies (Note 2)	2,948	10,960
Due from Component Unit/College (Note 3)	5,957,102	4,145,552
Inventories	408,980	65,983
Prepaid Expenses (Note 4)	1,687,223	1,785,261
Deposits	1,014,798	1,080,487
Other Assets	-	-
Total Current Assets	¢ 69 204 509	Ф F7 F24 046
	\$ 68,291,508	\$ 57,524,916
Noncurrent Assets:	A 40.070.465	40.404.74
Restricted Cash and Cash Equivalents	\$ 46,372,483	\$ 48,181,512
Investments	6,657,369	4,951,171
Restricted Investments	-	-
Prepaid Expenses	-	-
Loans and Notes Receivable, Net	120 406 000	10,117 145,489,831
Depreciable Capital Assets, Net (Note 5) Nondepreciable Capital Assets	138,486,889 1,004,304	145,469,651
Land	29,185,926	29,036,535
Other Assets	137,500	137,500
Total Noncurrent Assets	\$ 221,844,471	\$ 227,806,666
TOTAL ASSETS	\$ 290,135,979	\$ 285,331,582
DEFERRED OUTFLOWS OF RESOURCES (Note 6)		
Deferred Outflows - Pension FRS	\$ 20,214,951	\$ 18,092,013
Deferred Outflows - Pension HIS	4,512,981	4,030,768
Deferred Outflows - Other Post Employment Benefits	810,843	946,922
Total Deferred Outflows of Resources	\$ 25,538,774	\$ 23,069,703
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 315,674,754	\$ 308,401,285
LIABILITIES Current Liabilities:		
Accounts Payable	\$ 4,037,761	\$ 1,663,693
Accrued Interest Payable	Ψ 4,007,701	Ψ 1,000,000
Salary and Payroll Taxes Payable	2,399,114	4,234,287
Retainage Payable	167,323	167,323
Due to Other Governmental Agencies	41,527	11,563
Due to Component Unit/College	-	-
Deferred Revenue (Note 7)	(2,499)	20,031
Estimated Insurance Claims Payable	275,000	-
Deposits Held for Others (Note 8)	1,045,432	879,932
Long-Term Liabilities - Current Portion:		
Bonds Payable	-	4 00= 00=
Notes and Loans Payable (Note 9)	-	1,895,000
Installment Purchases Payable	-	-
Capital Leases Payable	400.000	400.000
Compensated Absences Payable	400,000	400,000
Net Pension Liability (Note 10) Other Post Employment Benefits Payable (Note 11)	539,085 282,366	323,047
Total Current Liabilities	\$ 9,185,108	\$ 9,594,878
Total Sufferit Liabilities	ψ 5,105,100	ψ 5,554,070

HILLSBOROUGH COMMUNITY COLLEGE STATEMENT OF NET POSITION AS OF DECEMBER 31, FISCAL YEARS 2021 AND 2022

	As of December 31, 2021			As of December 31, 2020		
Noncurrent Liabilities: Bonds Payable Notes and Loans Payable (Note 9) Installment Purchases Payable	\$		\$	6,169,250		
Capital Leases Payable Special Termination Benefits Payable Compensated Absences Payable		3,969,590		3,737,304		
Net Pension Liability (Note 10) Other Post Employment Benefits Payable Other Long-Term Liabilities		73,686,457 1,330,224 -		62,057,362 1,647,502		
Total Noncurrent Liabilities	\$	78,986,271	\$	73,611,418		
TOTAL LIABILITIES	\$	88,171,379	\$	83,206,296		
DEFERRED INFLOWS OF RESOURCES (Note 6) Deferred Inflows - Pension FRS Deferred Inflows - Pension HIS Deferred Inflows - Other Post Employment Benefits	\$	1,121,207 1,654,720 234,903	\$	3,311,127 2,091,194 274,098		
Total Deferred Inflows of Resources	\$	3,010,830	\$	5,676,419		
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	\$	91,182,209	\$	88,882,715		
NET POSITION Invested in Capital Assets, Net of Related Debt Restricted:	\$	170,144,442	\$	168,424,172		
Nonexpendable: Endowment Expendable:		-		-		
Endowment Grants and Loans Scholarships Capital Projects		(104,389) 6,722,572 46,523,163		3,936,586 1,590,355 46,182,403		
Debt Service		-		-		
Unrestricted		1,206,756		(614,946)		
Total Net Position	\$	224,492,544	\$	219,518,570		
TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION	\$	315,674,754	\$	308,401,285		

The accompanying notes to financial statements are an integral part of this statement.

HILLSBOROUGH COMMUNITY COLLEGE STATEMENT OF NET POSITION NOTES TO FINANCIAL STATEMENT YEAR-TO-DATE AS OF DECEMBER 31, FISCAL YEARS 2021 AND 2022

NOTES:

- 1 Notes receivable for the Brandon Community Advantage Center (BCAC).
- 2 As of December 31, 2021 all of the sum of the digits funds for repairs and building maintenance have been received.
- 3 Due from HCC Foundation.
- 4 As of December 31, 2021 Prepaid expenses include \$210K for FY22 FCS reserve funding and two months of the FY22 assessment, eight months of EduNav, six months of CampusLogic, 31 months of Pay for print warranties, and 30 months of maintenance for the PCS Cisco phone system.
- 5 Allowance for Depreciation reduces the stated value of buildings, other structures & improvements, and furniture. Furniture, machinery and equipment are stated at original cost less accumulated depreciation.
- Deferred Outflows/Inflows represent the differences between actual and projected earnings on plan investments that are applicable to a future reporting period. Deferred Outflows/Inflows are recognized as the effects of actuarial differences and changes in assumptions related to economic and demographic factors of all employees that are active, inactive, and retired.
- 7 Income or gifts received which is to be recognized in future periods.
- 8 Amount represents funds primarily held in custody for HCC student clubs.
- The Suncoast Loan for the Dale Mabry Allied Health Building was paid off in May 2021 saving the College \$496K in interest.
- Net pension liability, which includes both the Florida Retirement System (FRS) and the Health Insurance Subsidy (HIS), is defined as the pension plan's unfunded liability as of the measurement date which is provided by the plan's actuary.
- 11 Effective for FY 2017-2018, the College implemented GASB Statement No. 75 for other post employment benefits (OPEB) other than pensions. This statement issued new reporting requirements for OPEB plans, and it identifies the methods and assumptions that are required to be used to project benefit payments and attribute that to periods of employee service. The total OPEB liability is required to be determined through an actuarial evaluation.

FUND BALANCE SUMMARY FOR FUNDS 1, 3, AND 6 AS OF DECEMBER 31, 2021

		(1) Current Funds -	(3) Auxiliary	(6) Agency	
	GL Code	Unrestricted	Funds	Funds	Total
Reserved for Encumbrance	30100	313,507.94	-	-	313,507.94
Fund Balance - Board Designated	30900	3,038,778.00	-	-	3,038,778.00
Fund Balance - Grantor	31000	-	-	-	-
Fund Balance - College	GLTB 31100	40,973,327.89	2,294,862.40	1,000.00	43,269,190.29
Net Change in Unrestricted Net Position per Statement of Net Position	Class 4,5,6,7	14,212,415.88	(2,398,959.07)	-	11,813,456.81
Invested In Plant	31200	-	-	-	-
TOTAL RESERVE & UNALLOCATED FUND BALANCES		58,538,029.71	(104,096.67)	1,000.00	58,434,933.04
Amount Expected to be Financed in Future Yrs (negative number)	30800	(57,228,177.34)	-	-	(57,228,177.34)
TOTAL FUND BALANCES		1,309,852.37	(104,096.67)	1,000.00	1,206,755.70
Prior Year 6-30 Fund Balance	;	35,824,368.77			
Grand Total Revenues	;	144,651,484.00			
Total Funds Available	•	180,475,852.77			
Unencumbered Fund Balance	•	58,224,521.77			
Unencumbered Fund Balance as % of Total Funds Available	•	32.26%			

% of Total Funds Available

Total Fund Balance As Reported After GASB 68 and GASB 74/75

1,206,755.70

0.67%

Hillsborough Community College Income Statement Current Unrestricted Fund Period Ending December 31, 2021 (Dollars In Thousands)

YTD Actual to Budget Comparison YTD Actual to Actual Comparison **Variance Variance REVENUE** <u>Actual</u> Dec-20 Budget % <u>Dec-21</u> % Student Tuition and Fees -1% -\$1,464 -3% \$42,745 \$42,384 -\$361 \$42,384 \$43,848 Support From State Government 0% \$29,010 8% \$31,339 \$31,431 \$92 \$31,431 \$2,421 \$1,310 -24% \$318 47% Other Revenue \$998 -\$311 \$998 \$681 **Total Revenue** \$75,393 \$73,538 \$74,813 -\$580 -1% \$74,813 \$1,275 2% YTD YTD <u>Variance</u> Variance **EXPENDITURES** % Dec-21 Dec-20 % **Budget** <u>Actual</u> \$ \$ Personnel Costs **Full Time Salaries** \$25,025 \$24,723 -\$302 -1% \$24,723 \$24,347 \$376 2% \$10,000 -\$684 -6% \$10,000 \$10,130 -\$129 -1% Part Time Salaries \$10,684 Fringe Benefits \$13,828 \$11,007 -\$2,822 -20% \$11,007 \$10,689 \$318 3% <u>\$16</u>3 **\$**117 Regular Termination <u>-\$4</u>6 -28% 19% \$117 \$99 \$18 \$45,264 **Total Personnel Costs** \$49,701 \$45,847 -\$3,853 -8% \$45,847 \$583 1% **Current Expenses** \$293 -58% \$104 541% Travel \$123 -\$169 \$123 \$19 Telephones & Utilities \$2,076 \$1,923 -\$153 -7% \$1,923 \$1,930 -\$7 0% **Professional Fees** \$524 \$420 -\$103 -20% \$420 \$366 \$54 15% \$1,693 Repairs & Maintenance \$1,687 \$5 0% \$1,693 \$1,744 -\$51 -3% Insurance \$1,099 \$1,141 \$42 4% \$1,141 \$985 \$156 16% Other Services \$5,999 \$6,931 \$932 16% \$6,931 \$5,830 \$1,101 19% Materials & Supplies \$572 \$573 0% \$573 \$504 14% \$2 \$69 All Other Current Expenses \$3,384 \$1,620 -52% \$1,620 -\$152 -9% -\$1,764 \$1,772 **Total Current Expenses** \$15,633 \$14,424 -\$1,209 -8% \$14,424 \$13,151 \$1,274 10% **Total Personnel & Current Expenses** \$65,333 \$60,272 -\$5,062 -8% \$60,272 \$58,415 \$1,857 3% **Capital Outlay** \$264 -52% \$73 73% Equipment \$127 -\$138 \$127 \$53 Buildings \$164 \$202 \$38 23% \$202 \$99 \$104 105% **Total Capital Outlay** \$428 \$329 -\$99 -23% \$329 \$172 \$157 91% **Total Expenditures** \$65,762 \$60,601 -\$5,161 -8% \$60,601 \$58,587 \$2,013 3%

\$14,212

\$14,212

\$14,951

\$9,631

Excess/(Deficit) Revenues Over Expenses

GLOSSARY OF SELECTED BUDGET TERMS FY2021-2022

<u>Budget Transfer</u> - A transaction that involves the shifting of funds from one expenditure object code to another. A transaction of this nature does not change the total amount of the budget.

<u>Carryover Funds</u> - Unspent funds from a prior year that are made available for use in a subsequent year.

<u>Categorical Funds</u> - General Fund monies that are appropriated by the State Department of Education and/or the Legislature for a specific use such as for the purchase of library books.

<u>C.I.S.</u> - These letters are the abbreviation for Community Instructional Services and generally, pertain to non-credit courses and activities offered by the College to the general public. These courses and activities are designed to assist participants in better understanding themselves and the world in which they live and in developing skills and/or special interests.

CO & DS - Capital Outlay and Debt Service Funds are secured through the first receipts from the sale of State automobile license tags.

<u>Contingency Funds</u> - Monies earmarked within the operating budget for unbudgeted, emergency expenditures.

Encumbrance - In order to ensure that sufficient funds are available to pay for a proposed purchase, funds are earmarked (encumbered) via a purchase order or requisition.

Expenditure (Major) Categories - There are three major categories of expenditures: Personnel Costs, Current Expenses and Capital Outlay. An explanation of each category is as follows:

- A. <u>Personnel Costs</u> pertain to all salary and wage expenditures for full-time and part-time employees including F.I.C.A., retirement, and health insurance.
- B. <u>Current Expenses</u> pertain to routine operating costs necessary for conducting daily business affairs, such as travel, educational and office materials and supplies, utilities, repairs and maintenance supplies.
- C. <u>Capital Outlay</u> generally pertains to nonconsumable items, such as furniture and equipment. However, equipment costing \$999.99 or less is recorded as minor equipment; and \$1,000 or more is recorded to capital equipment which is accounted for in the College property inventory. Library books and capital structures are also recorded to this category.

<u>Fund Balance</u> - The balance of this account pertains to the difference between the College's assets and liabilities. The balance in this account generally does not reflect the cash position of the fund.

<u>F.T.E.</u> - These letters are the abbreviation for "Full-time equivalent" student. Currently, it takes 30 semester hours to generate one FTE.

Fund - This term refers to a sum of money or other resources segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations and constituting an independent fiscal and accounting entity.

Stated below are explanations of the funds presented herein:

- A. <u>General Current Fund</u> This fund is used to account for resources that are available for the general financial requirements of the College, the only restriction being those imposed by law and the budget.
- B. Restricted Current Fund This fund is used to account for resources that are available for the operation and support of the educational program but are restricted by donors or other outside agencies as to the specific purpose for which they may be expended. The typical accounts recorded to this fund pertain to contracts and grants.
- C. <u>Unexpended Plant Fund</u> This fund is used to account for resources that are available for the acquisition or construction of physical property to be used for institutional purposes and resources designated for the major repair and/or replacement of institutional property. These funds generally can be expended only for projects approved by a State Department of Education survey and include purchase of land, site development, building construction costs, etc.
- D. <u>Auxiliary Fund</u> This fund is used to account for auxiliary activities. Auxiliary activities are those established primarily to provide non-instructional services for sale to students, faculty and staff, and which are intended to be self-supporting.

<u>Local Funds</u> - Source of these funds are Capital Improvement Projects Fees, Interest Income, proceeds from sale of fixed assets (land), and Transfers-In from the General Fund.

<u>Organizational (Functional) Units</u> - Expenditures may be classified by the various organizational or functional unit for which they pertain as follows:

- A. Instruction -This function includes costs pertaining to instructional department.
- B. <u>Public Service</u> -This function includes activities directed toward serving the clientele within the community.
- C. <u>Academic Support</u> -This function includes activities that directly support the instructional programs of the College, such as, the Learning Resource Center (Library), Academic Administration, Instructional Computing Services, Course Curriculum and Personnel Development.
- D. <u>Student Services</u> -This function includes those activities provided by the College to assist and provide services for students, as well as augment certain aspects of the instructional programs. It includes departments, such as the Financial Aid Office, Admissions & Records Office, Placement Office and Counseling.

- E. <u>Institutional Support</u> -This function includes activities undertaken to provide necessary service on a College Wide basis, such as, the offices of Accounting, Budgeting and Purchasing. It also includes costs pertaining to the total College such as, postage, telephone, service contracts on equipment and all legal services.
- F. <u>Physical Plant Operations & Maintenance</u> -This function includes those departments that are responsible for the operation and maintenance of the Institution's Physical Facilities, such as the departments of Building and Grounds, Custodial Services and Maintenance Services.
- G. <u>Student Aid</u> -This function includes scholarships and fee waivers awarded to students.

PECO - Public Education Capital Outlay Funds are State appropriations of proceeds, premiums, and accrued interest from the sale of public education bonds.

<u>President's Contingency Funds</u> – Monies within the operating budget for unbudgeted expenditures as deemed necessary by the College President.

<u>Salary Attrition</u> - This account pertains to the monies saved while a full-time "budgeted" position is vacant.