

DISTRICT BOARD OF TRUSTEES BOARD MEETING

SEPTEMBER 24, 2025 4:00 PM

LOCATION:

HILLSBOROUGH COLLEGE BRANDON CAMPUS CONFERENCE CENTER 10451 NANCY WATKINS DRIVE TAMPA, FLORIDA 33619

HILLSBOROUGH COLLEGE DISTRICT BOARD OF TRUSTEES MEETING SEPTEMBER 24, 2025 BRANDON CAMPUS CONFERENCE CENTER 10451 NANCY WATKINS DRIVE TAMPA, FLORIDA 33619

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1.0	GENE	RAL 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 - Dr. Deborah Stephan, Brandon Campus President	
	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 August 27, 2025 Board Meeting minutes (submitted herein for your review).	3
2.0	HEAR	RING OF STUDENTS	
3.0	HEAR	RING OF CITIZENS	
4.0	HEAR	RING OF FACULTY AND STAFF	
5.0	<u>HUM</u>	AN RESOURCES	
CONSENT	5.01	The President recommends Board 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).	9
CONSENT	5.02	The President recommends Board approval of individuals for part-time employment during Term 25/FA. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review).	11

CONSENT	5.03	The President recommends Board acknowledgment of employment separations (submitted herein for your review).	14			
6.0	EDUC	ATIONAL PROGRAMS AND STUDENT SERVICES				
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	8.02	The President recommends Board approval of Budget Amendment number 2 to decrease Fund 1 (current unrestricted fund) and to increase Fund 7 (unexpended Plant Fund). (submitted herein for your review).	22			
	8.03	Information Only - Monthly Financial Statements July & August 2025 (submitted herein for your review).	26			
9.0	<u>ADMII</u>	NISTRATIVE REPORT				
10.0	<u>LEGA</u>	L REPORT				
	10.01	President's Evaluation				
11.0	HEARING OF BOARD MEMBERS					
12.0	<u>ADJOURNMENT</u>					

HILLSBOROUGH COLLEGE DISTRICT BOARD OF TRUSTEES MEETING WEDNESDAY, AUGUST 27, 2025 – 4:00 P.M. DR. GWENDOLYN W. STEPHENSON DISTRICT ADMINISTRATION CENTER BOARD ROOM

MINUTES

1.0 GENERAL FUNCTIONS

1.01 Call to Order

This meeting was also held by Zoom video conferencing. The public was reminded that questions or comments can be submitted to the Trustees' email address at any time.

- 1.02 Invocation
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

Mr. Clay Hollis and Dr. Michael Garcia were sworn in as new Trustees, as well as Mr. Nicolas Castellanos as the new Student Trustee.

The following Trustees were in attendance:

- Gregory Celestan
- Dr. Michael Garcia
- Clay Hollis
- Brian Lametto
- Nancy Watkins
- Nicolas Castellanos
- 1.05 Welcome to Guests, Staff and Faculty.

Trustee Celestan recognized two former Trustees with resolutions honoring General Chip Diehl & Mr. Aakash Patel. He thanked them for their service to the District Board of Trustees. Although they were not present, the awards will be mailed to them.

1.06 Foundation Report

Garrett Weddle, Executive Director for the Foundation, provided the Board with a brief update of the HCF activities and support.

- 1.06.01 The Foundation Report was sent to the Board under separate cover and included:
 - New gifts and commitments \$6.28M annual total, 3% decrease compared to last year's annual total. \$6.48M.

1.06.02 Highlights:

- Introduction of MaryLou Whaley, Major Gifts Officer
- Current net assets \$25.9M
- 36 Major Gifts
- \$1M Gift received from Danita Dickman for Southshore Campus

1.06.03 Events:

- Scholarship Partner's Luncheon, September 25, 2025 @JCC
- HC Fishing Tournament, October 13, 2025 @ Hula Bay
- HC Golf Tournament, November 24, 2025 @Tampa Palms Golf and Country Club
- BBCB, March 4-7, 2025 @ Tampa Bay Convention Center

The President gave additional information and recognition regarding the Dickman Family gift to the new Trustees.

1.07 Faculty, Staff and Student Recognitions

Angela Eveillard, Executive Director of Marketing, provided the following faculty, staff and student recognitions:

- 1.07.01 **Shirley Dobbins,** Brandon Campus Engineering Technology Faculty and Department Chair, coordinated and participated in the workshop "Implications of Artificial Intelligence for Educators" from the National Cybersecurity Training & Education Center.
- 1.07.02 **Garrett Weddle** was selected for the 2026 Class of Leadership Tampa Bay.
- 1.07.03 HC was awarded a \$393,366 **TRIO Student Support Services** grant from the U.S. Department of Education to provide academic and personal support services that promote persistence, graduation, and transfer for first-generation, low-income, and disabled students.
- 1.07.04 HC also received \$1,598,823 through the **Perkins V Postsecondary Career and Technical Education** program to enhance career and technical education programs, upgrade equipment and technology, and support faculty development to meet workforce needs.
- 1.07.05 The Florida College System Activities Association named sixty-two Hillsborough College students to the 2024-2025 All-Academic team.
- 1.07.06 Instructional Designer, **Meegan Derrick's** paper entitled *Cosmic Horror & Digital Learning: What Lovecraft Can Teach Us About Online Education* was selected as a presidential selection for the Association for Educational Communications & Technology conference.
- 1.08 The Chair recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked "Consent."

Trustee Lametto 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 June 25, 2025 Board Meeting minutes and the July 7, 2025 Special Board Meeting minutes

Trustee Watkins made a motion to approve, seconded by Trustee Lametto. 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 Board approval of individuals for **full-time employment**. These individuals will be compensated in accordance with the Board-approved Salary Schedule.
- 5.02 The President recommended Board approval of **part-time faculty and staff employment** recommendations for Term **25/FA**. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.
- 5.03 The President recommended Board acknowledgment of **employment separations**.
- 5.04 The President recommended Board approval of the collective bargaining agreement for 2025-2028 between the Faculty United Service Association (FUSA) and the College.
 - Trustee Lametto made a motion to approve, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.
 - The President commended FUSA and the negotiation process that went very well.
- 5.05 The President recommended Board approval of the **salary increases for adjunct faculty.**Trustee Lametto made a motion to approve, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.
- 5.06 The President recommended Board approval for the implementation of Full-time SEIU staff salary increases effective July 1, 2025.
 - Trustee Hollis made a motion to approve, seconded by Trustee Lametto. After due discussion and consideration, approval was given by aye vote of all members present.
- 5.07 The President recommended Board approval of the **salary increases for Administrators**.

 Trustee Lametto made a motion to approve, seconded by Trustee Garcia. After due discussion and consideration, approval was given by aye vote of all members present.
- 5.08 The President recommended Board approval of the **salary increases for non-SEIU staff employees.**
 - Trustee Watkins made a motion to approve, seconded by Trustee Lametto. After due discussion and consideration, approval was given by aye vote of all members present.
- 5.09 The President recommended Board approval of the salary increases for part-time hourly employees.
 - Trustee Lametto made a motion to approve, seconded by Trustee Garcia. After due discussion and consideration, approval was given by aye vote of all members present.
- 5.10 The President recommended Board approval of the **2025-2026 Salary Schedule**, **effective July 1, 2025.**
 - Trustee Hollis made a motion to approve, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

Trustee Celestan thanked the staff & faculty for the hard work they do to keep the college going. The President commented for the new Trustees that the salary increases are built into the budget planning for the coming fiscal year.

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- 6.01 The President recommended Board approval of the program deletions effective FA/25 and FA/26 respectively, unless otherwise noted.
- 6.02 The President recommended Board approval of **HC's general education course offerings,** the reviewed general education inventory spreadsheet, the signing of the certification form to be submitted to the Office of K-20 Articulation by September 1, 2025, and the submission of necessary changes to SCNS as listed in the included spreadsheet.
 - Trustee Garcia made a motion to approve, seconded by Trustee Hollis. After due discussion and consideration, approval was given by aye vote of all members present.
- 6.03 The President recommended Board approval of the **Dual Enrollment Annual Articulation Agreement between Hillsborough Community College and Specially Fit Academy.**

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

7.0 INSTITUTIONAL SERVICES

7.01 The President recommended Board approval of the Foundation's use of College resources for the 2025-2026 fiscal year.

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

8.0 FINANCIAL SERVICES

8.01 The President recommended Board approval of **Budget Amendment number 1**.

Trustee Hollis made a motion to approve, seconded by Trustee Garcia. After due discussion and consideration, approval was given by aye vote of all members present

8.02 The President recommended approval to enter into contracts with **Escot Bus Lines, LLC** and **First-Class Coach Company d/b/a Martz Bus**.

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

- 8.03 Information Only Exempt Quarterly Past Purchases
- 8.04 Information Only June 2025 Financials.

9.0 <u>ADMINISTRATIVE REPORT</u>

9.01 The President gave an update on the rebranding process regarding the new name of the college.

Discussion ensued about the new name of "Hillsborough College" vs. "Hillsborough State College" The President stated that we will send out internal surveys to the staff, faculty and students to gauge the results to bring back to the Board next month.

10.0 LEGAL REPORT

10.01 Ms. Rhonda Stringer, Board Counsel, introduced herself to the new Trustees and welcomed them to the Board.

11.0 HEARING OF BOARD MEMBERS

- 11.01 Student Trustee Castellanos shared how happy he is to be serving as Student Trustee and is looking forward to a great year.
- 11.02 Trustee Hollis shared that he is thrilled to be serving on such an esteemed Board. He is looking forward to everything that is ahead.
- 11.03 Trustee Garcia shared that he is excited and honored to serve with the members of the Board. Looking forward to exciting times ahead.
- 11.04 Trustee Lameto welcomed all new Board members and feels we have strengthened the Board with the new additions. He looks forward to serving with them.
- 11.05 Trustee Watkins shared that she is excited for the new Trustees and welcomed them to the Board. She is looking forward to all the things ahead, new talents, skills and voices.
- 11.06 Trustee Celestan welcomed all of the new Trustees. He thanked the faculty and staff as the new year starts.
- 11.07 The President reminded the Board about the upcoming ACCT Conference in New Orleans, October 22-25, 2025.

12.0 ADJOURNMENT

There being no further business, the meeting was adjourned at 4:49 p.m.

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RECOMMENDATION TO HILLSBOROUGH COLLEGE BOARD OF TRUSTEES			
Agenda Number: 5.01	CONSENT		
BACKGROUND AND PERTINENT FACTS:			
These are personnel appointments for budgeted full-time positions	3.		
ECONOMIC IMPACT:			
All of the positions are budgeted within the current fiscal year (2 positions, these positions will be fully budgeted in subsequent fiscal			
changes or financial exigency requires that funds be discontinued.			
OBJECTIVE:			
To provide necessary staff support for the appropriate divisional un	nit.		
LEGAL AUTHORITY:			
F.S. 1001.64; 1001.65			
RECOMMENDATION:			
	I time employment. Each full time		
The President recommends Board approval of individuals for ful employee will be compensated in accordance with the Board-appr			
Initiator	Date		
Vice President/Campus President/Exec Dir of Human Resources	Date		
,	24.0		
District President	Date		
May Well Hell	9/16/25		

FULL-TIME APPOINTMENTS SEPTEMBER 24, 2025 BOARD MEETING

FACULTY

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	START DATE
Villavicencio, Liliana*	Engineering Technology Instructor	Brandon	09/08/25

STAFF EXEMPT

<u>NAME</u>	<u>TITLE</u>	CAMPUS	START DATE
Gutierrez, Beatriz	Admissions, Registration, Records Supervisor	Ybor City	09/02/25
Ortiz, Raymond	Facilities Manager	Dale Mabry	09/11/25
Rosado, Gisela	Academic Advisor	Brandon	09/12/25

STAFF NON-EXEMPT

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	START DATE
Alfred, Marckcaty	Public Safety Officer	Collaboration	09/15/25
Boehling, John	Test Proctor	Dale Mabry	09/04/25
Caban, Xeniah	Student Services Support Specialist	Collaboration	09/08/25
Levison, Kiara	Public Safety Officer	Collaboration	09/15/25
Maldonado, Juliana*	Interim Test Proctor	Brandon	09/04/25

PROMOTION

NAME	FROM	CAMPUS	<u>TO</u>	CAMPUS	START DATE
Izquierdo, Diana	Staff Assistant II	Plant City	Job Placement Assistant	Plant City	09/04/25
Shannon, Neese	Student Svcs. Support Spec.	Dale Mabry	Business Assistant	District	09/10/25

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

RECOMMENDATION TO HILLSBOROUGH COLLEGE BOARD OF TRUSTEES			
Agenda Number: 5.02	CONSENT		
BACKGROUND AND PERTINENT FACTS:			
The College has determined that part-time faculty and staff are programs for the Academic Term 25/FA. Part-time faculty will be elf additional part-time staff is needed, a supplementary list will be s	mployed on a term-by-term basis.		
ECONOMIC IMPACT:			
All of the positions are budgeted within the current fiscal year (20 staff budgets are reviewed during budget development and e projections and departmental need.	, .		
OBJECTIVE:			
To augment full-time faculty and staff with temporary assistance t College.	o meet the academic goals of the		
LEGAL AUTHORITY:			
F.S. 1001.64; 1001.65			
1.0. 1001.01, 1001.00			
RECOMMENDATION:			
The President recommends Board approval of individuals for pa 25/FA. Each part-time employee will be compensated in accordance Schedule.	, ,		
Initiator	Date		
Vice President/Campus President/Exec Dir of Human Resources	Date		
District President Kn Awar	Date 9/16/25		

PART-TIME APPOINTMENTS SEPTEMBER 24, 2025 BOARD MEETING

FACULTY

NAME	TITLE	<u>CAMPUS</u>	BEGIN DATE
Blake, Nadia	Adjunct	Brandon	09/04/25
Collins, Tametryce	Adjunct	Brandon	09/11/25
Good, Jeanna	Adjunct	Ybor City	08/27/25
Griffen, Katelyn	Adjunct	SouthShore	09/15/25
Hulathduwa, Yasoma	Adjunct	Brandon	08/27/25
Hwang, Kee Young	Adjunct	SouthShore	08/27/25
Palacios, Ainhoa	Adjunct	SouthShore	09/15/25
Rodriguez, Jaime	Adjunct	Ybor City	09/09/25
Romeo, Christopher	Adjunct	Ybor City	08/27/25
Sammarco, Tiara	Adjunct	Dale Mabry	08/27/25
Tallman, Ruth	Adjunct	Dale Mabry	08/09/25
Torres Castro, Kevin	Adjunct	SouthShore	08/18/25
Turner, Reynell	Adjunct	Ybor City	09/15/25
Volz, Noah	Adjunct	SouthShore	09/08/25
Zaborski, Kristen	Adjunct	Brandon	09/09/25

NON-FACULTY

NAME	<u>TITLE</u>	<u>CAMPUS</u>	BEGIN DATE
Alhamed, Amani	Part-Time Professional	Dale Mabry	08/26/25
Bildik, Yamor	Part-Time Student Assistant	Dale Mabry	08/14/25
Cardoso, Isabella	Part-Time Student Assistant	Dale Mabry	09/08/25
Crowell, Naiomi	Part-Time Technician	Dale Mabry	08/19/25
DeJesus, Chedeline	Part-Time Advanced Technician	Dale Mabry	09/08/25
Edison, Michael	Part-Time Instructor Non-Credit IV	Ybor City	09/04/25
Esparza, Cheyenne	Part-Time Advanced Technician	Ybor City	08/25/25
Graves, Paige	Part-Time Advanced Technician	Dale Mabry	08/26/25
Gustafson, Kristine	Part-Time Technician	Plant City	08/21/25
Hilton, Elizabeth	Part-Time Instructor Non-Credit III	Ybor City	09/12/25
Hollingsworth, Scot	Part-Time Instructor Non-Credit III	Ybor City	08/21/25

^{**}Temporary/Grant-Funded

Part-Time Technician	Dale Mabry	08/14/25
Part-Time Assistant	Collaboration	08/21/25
Part-Time Advanced Technician	Dale Mabry	09/11/25
Part-Time Professional	Dale Mabry	08/28/25
Part-Time Associate	Dale Mabry	08/07/25
Part-Time Associate	Ybor City	08/14/25
Part-Time Professional	Dale Mabry	08/19/25
Part-Time Advanced Technician	Dale Mabry	08/29/25
Part-Time Technician	Dale Mabry	08/07/25
Part-Time Professional	Dale Mabry	08/28/25
Part-Time Advanced Technician	Dale Mabry	09/04/25
Part-Time Associate	Dale Mabry	08/11/25
Part-Time Advanced Technician	Dale Mabry	09/08/25
Part-Time Associate	Dale Mabry	08/29/25
Part-Time Advanced Technician	Dale Mabry	08/14/25
Part-Time Associate	Plant City	08/29/25
Part-Time Instructor Non-Credit III	Ybor City	08/14/25
Part-Time Advanced Technician	Dale Mabry	08/14/25
	Part-Time Assistant Part-Time Advanced Technician Part-Time Professional Part-Time Associate Part-Time Associate Part-Time Professional Part-Time Advanced Technician Part-Time Professional Part-Time Professional Part-Time Advanced Technician Part-Time Advanced Technician Part-Time Associate Part-Time Advanced Technician Part-Time Associate Part-Time Advanced Technician Part-Time Associate Part-Time Advanced Technician Part-Time Advanced Technician Part-Time Associate Part-Time Instructor Non-Credit III	Part-Time Assistant Part-Time Advanced Technician Part-Time Professional Part-Time Professional Part-Time Associate Part-Time Associate Part-Time Professional Part-Time Professional Part-Time Advanced Technician Part-Time Technician Part-Time Professional Part-Time Professional Part-Time Advanced Technician Part-Time Advanced Technician Part-Time Advanced Technician Part-Time Associate Part-Time Advanced Technician Part-Time Instructor Non-Credit III Part-Time Von-Credit III

^{**}Temporary/Grant-Funded

RECOMMENDATION TO HILLSBOROUGH COLLEG	RECOMMENDATION TO HILLSBOROUGH COLLEGE BOARD OF TRUSTEES					
Agenda Number: 5.03	CONSENT					
BACKGROUND AND PERTINENT FACTS:						
Upon review of documentation, it was determined that the employment at the College as indicated.	loyees listed herein will separate from					
ECONOMIC IMPACT:						
None						
TTOTIC						
OBJECTIVE:						
To acknowledge separations.						
LEGAL AUTHORITY:						
F.S. 1001.64; 1001.65						
RECOMMENDATION: The Dresident recommende Board asknowledgement of ampleus	mont concretions					
The President recommends Board acknowledgement of employ	ment separations.					
Initiator	Date					
Initiator	Date					
Vice President/ President/Exec Dir of Human Resources	Date					
District President // 🛕	Date					
for Ah Agu	9/16/25					

FULL-TIME SEPARATIONS SEPTEMBER 24, 2025 BOARD MEETING

RESIGNATION

TITLE NAME **CAMPUS BEGIN DATE END DATE** Smith, Ronald **Engineering Tech Instructor** Brandon 01/08/14 09/05/25

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

RECOMMENDATION TO HILLSBOROUGH COLLEGE BOARD OF TRUSTEES

Agenda Number: 6.01	
BACKGROUND AND PERTINENT FACTS:	
The course fee modification was presented by the Health Sciences disc through the Academic Affairs Committee process. The proposal was forwater for Academic Affairs who reviewed the recommendation with the appropriate proposal to the College President. If approved by the Board, the fee will go	arded to the Vice President ate staff and forwarded the
ECONOMIC IMPACT	
None.	
OBJECTIVE:	
The purpose of the proposed fee increase is limited to covering costs incunot generate a profit. All fee proceeds listed will be used to pay for America	•
LEGAL AUTHORITY:	
HC 6HX-10-4.06; FS 1009.23; HC Procedure 5.18	
RECOMMENDATION:	
The President recommends Board approval of the course fee effective Sp noted.	ring 2026 unless otherwise
Initiator	Date: 9/9/25
Brian Mann, AVP for Associate in Science Programs	
Vice President/Campus President/Director of Human Resources	Date: 9/9/25
Richard Senker, VP for Academic Affairs District President / / / /	Data
kn Aw Ach	Date 9/16/25
17- 11- 11-	3/ 10/23

AGENDA ITEM 6.01 Backup

Health Sciences HSC 2400 First Aid: The proposed increased lab fee covers the cost incurred by the College and will not generate a profit. The HSC 2400 First Aid course includes American Red Cross Certifications. The Red Cross has increased those fees from \$25 to \$38. The request is to increase the HSC 2400 student fee by \$13 per student to cover that cost.

HSC 2400 – The current course fee is \$25. The proposed modified lab fee is \$38 per student/semester. The fee for this course would increase by \$13 per student.

Total Cost per Section for 30 Students	\$1,140
Cost per Student	\$38
American Red Cross CPR and First Aid Certifications	

RECOMMENDATION TO HILLSBOROUGH COLLEGE BOARD OF TRUSTEES

Agenda Number: 7.01

BACKGROUND AND PERTINENT FACTS:

Pursuant to the state law, the Hillsborough College Foundation's annual Audit for the Fiscal Year 2024-2025 is submitted for the Board's acceptance. The Board is asked to review and accept the following:

- College support of direct support organization's operating expenses
- Annual change in the direct support organization's net assets
- Direct-Support Organization's ability to cover indebtedness (both current and projected)

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None

OBJECTIVE:

To submit the Fiscal Year 2024-2025 annual Audit of the Hillsborough College Foundation, Inc., to the HC Board of Trustees for acceptance as required by state law.

LEGAL AUTHORITY:

F.S. 1004.64;1001.65;1004.70; SBE 6A-14.0261

RECOMMENDATION:

The President recommends Board acceptance of the annual audit of the Hillsborough College Foundation, Inc. for the Fiscal Year 2024-2025.

Initiator	Date
L. Garrett Weddle	09/11/2025
Vice President/Campus President/Director of Human Resources	Date
District President // / /	Date
En Ash Ashe	9/16/25
<i>' I</i>	1-0-024(2/04

RECOMMENDATION TO HILLSBOROUGH COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.01

BACKGROUND AND PERTINENT FACTS:

Florida Statute 1013.841 requires Florida Colleges with over 15,000 FTE to maintain a minimum carryforward balance of at least 7%. Each Florida College System institution that retains a state operating fund carryforward balance in excess of the 7% minimum is required to submit a spending plan to their Board for its excess carryforward balance for review and approval.

Once approved, the spending plan will be forwarded to the State Board of Education no later than October 3, 2025.

On June 30, 2025, HC's carryforward balance was \$49,399,579. The required 7% carryforward is \$13,610,208; therefore, HC has \$35,789,370 in carryforward balance in excess of the 7%.

The carryforward spending plan proposed by the administration is attached.

ECONOMIC IMPACT:

Dependent on the actual amount of spending of the carryforward fund balance.

OBJECTIVE:

To obtain Board approval for the carryforward spending plan.

LEGAL AUTHORITY:

FS 1013.841

RECOMMENDATION:

The President recommends Board approval of the carryforward spending plan.

Initiator Bethoria Paige – Director of Finance and Budget	Date 9/4/2025	
Vice President/Campus President/Director of Human Resources	Date	
District President // / /	Date	
En Ash Ashe	9/16/25	
11	1-0-02	24(2/04

Hillsborough College

Certified Fund Balance Fiscal Year 2024-25

Account Title	GL		Fund Balance Unrestricted
Reserve for Performance Based Incentive Funds	30200	\$	-
Reserved for Academic Improvement Trust Funds	30300	\$	-
Reserved for Other Required Purposes	30400	\$	-
Reserved for Staff & Program Development	30500	\$	-
Reserved for Student Activities Funds	30600	\$	-
Reserved for Matching Grants	30700	\$	-
Fund Balance - Board Designated	30900	\$	10,093,778.00
Fund Balance - College	31100	\$	39,305,800.55
Total Unallocated Fund Balances		\$	49,399,578.55
Funds Available		\$	194,431,543.70
College's Reserve Requirement %		7%	
Reserve Requirement		\$	13,610,208.06
Amount Requiring Spending Plan			\$ 35,789,370

Hillsborough College 2025-26 Florida College System Carryforward Spending Plan Pursuant to 1013.841, Florida Statutes July 1, 2025

				F	Project Timelin	е	
	ine em Carryforward Spending Plan Category #	Specific Expenditure/Project Title	Carryforward Amount Budgeted for Expenditure During FY 2025-26	Total # Years of Expenditure per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)	Comments/Explanations
			45,000,000	2	4		To support critical renovations, repairs, and maintenance
1.	(b) Completion of renovation, repair or maintenance project	Deferred Maintenance Projects	15,000,000	3	1		across campus facilities not funded by PECO dollars.
2.	(g) Commitment to contingency reserve related to state declared emergency	To supplement 7% required reserves in case of state declared emergency	13,289,370	4	1		This will fund approximately 34 days of operations at the current rate of \$387,386 per day.
							To support implementation of the College's official name
3.	(e) Operating expenditures	College Name Change - Rebranding	5,000,000	4	1		change and the comprehensive rebranding initiative.
4.	(e) Operating expenditures	State Health Insurance - Unfunded Expense	2,500,000	1	1		This will cover anticipated increases for health insurance and related benefits costs.
5.	[Create your own category]	State Health House and Committee Employee	2,300,000				

Total as of July 1, 2025: * \$ 35,789,370

Amount Requiring Spending Plan \$ 35,789,370

RECOMMENDATION TO HILLSBOROUGH COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.02

BACKGROUND AND PERTINENT FACTS:

The State of Florida requires each institution in the Florida College System with a final FTE of 15,000 or greater for the prior year to maintain a minimum fund balance amount of at least 7% of total available funds. Historically, the College has carried forward balances in excess of the minimum requirement. Now the College has identified a need to transfer a portion of the excess funds from the current unrestricted fund (Fund 1) to the unexpended plant fund (Fund 7) to support critical deferred maintenance and renovation projects across campus facilities.

Pursuant to Rule 6A-14.0716 of the Florida Administrative Code, each Florida College System Board of Trustees has the authority to approve such transfers from the current unrestricted fund (Fund 1), subject to review by the Chancellor.

The administration has calculated the required minimum fund balance percentage and recommends the transfer of \$5,000,000 from the Fund 1 carryforward balance to Fund 7. This action will not reduce the College's fund balance below the State's minimum 7% requirement.

ECONOMIC IMPACT:

Decrease Fund 1 (Budget Amendment #2) and increase Fund 7 (Budget Amendment #2) by equal amounts. No net economic impact.

OBJECTIVE:

To transfer funds from Fund 1 to Fund 7 to support College-wide deferred maintenance and renovation projects.

LEGAL AUTHORITY:

Rule 6A-14.0716(3)(b), Florida Administrative Code; Section 1011.30, Florida Statutes

RECOMMENDATION:

The President recommends Board approval of Budget Amendment number 2 to decrease Fund 1 (current unrestricted fund) and to increase Fund 7 (unexpended Plant Fund).

Initiator: Bethoria Paige – Director of Finance and Budget	Date 9/4/2025
Vice President/Campus President/Director of Human Resources	Date
District President Kn Asku	Date 9/16/25

HILLSBOROUGH COLLEGE Explanation of Budget Changes Plant Fund Budget Amendment No. 2 (FY 2025/2026) September 24, 2025

I. AVAILABLE FUNDS		Budget Amendment #1	Budget Amendment #2	 Totals
<u>Unallocated Fund Balance</u>				
Estimated Fund Balance @ July 1, 2025	\$ 68,189,920			\$ 68,189,920
Actual Unallocated Fund Balance @ July 1, 2025				\$ 68,189,920
Non-mandatory Transfer from Current Unrestricted Fund Fund Balance Transfer from Fund 1 - BA #2			5,000,000	5,000,000
Fiscal Year 2025-2026 Revenue Budget @ July 1, 2025	\$ 58,925,077			58,925,077
Total Revenue				\$ 63,925,077
<u>Funds Carried Forward:</u> Encumbrances brought forward		14,327,773		14,327,773
TOTAL AVAILABLE FUNDS @ September 24, 2025	\$ 127,114,997	\$ 14,327,773	\$ 5,000,000	\$ 146,442,770
II. EXPENDITURES Personnel Cost @ July 1, 2025 Total Personnel Cost @ September 24, 2025	\$ 600,684			\$ 600,684
Current Expenses @ July 1, 2025 Encumbrances Brought Forward	\$ 16,067,023	5,480,358		\$ 16,067,023 5,480,358
Total Current Expense Cost @ September 24, 2025				\$ 21,547,381
Capital Outlay @ July 1, 2025 Encumbrances Brought Forward Fund Balance Transfer from Fund 1 - BA #2	\$ 42,257,370	8,847,415	5,000,000	\$ 42,257,370 8,847,415 5,000,000
Adjusted Capital Outlay @ September 24, 2025				\$ 56,104,785
Total Increase in Expenditures Budget @ September 24, 2025				\$ 19,327,773
Total Adjusted Expenditure Budget @ September 24, 2025	\$ 58,925,077	\$ 14,327,773	\$ 5,000,000	\$ 78,252,850
III. TOTAL ESTIMATED FUND BALANCE @ JUNE 30, 2026	\$ 68,189,920			\$ 68,189,920
TOTAL ACCOUNTED FOR	\$ 127,114,997	\$ 14,327,773	\$ 5,000,000	\$ 146,442,770

BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2025-2026

COLLEGE:

Statutes, and Ru		a Administrative Code	ge, in meeting assembled, pursuant to Section 1011.30, Florida , hereby requests the State Board of Education to review							
REASONS FOR B	UDGET AMENDMENT: Place	an "X" by the applicat	ole reason for amendment.							
X	(1) JUSTIFICATION: To budget transfer of funds from Fund I (Current Fund - Unrestricted) to:									
	Fund	Amount	Explanation							
	Unexpended Plant Fund	\$5,000,000	To provide \$5,000,000 for College- wide deferred maintenance and renovation projects. After the transfer the college will still be above the required seven percent fund balance.							
	(2) CHANGE IN FUND BAL Fund Balance is less th		ECTION 1011.84(3)(E), F.S.: Notification necessary only if New							
CERTIFIED AS	New Fund Balance	%								
CERTIFIED AS APPROVED BY BOARD:			BOARD APPROVAL DATE: 24-Sep-25							
	President (as Se	cretary of the Board)								

HILLSBOROUGH COLLEGE Explanation of Budget Changes Unrestricted Current Fund Budget Amendment No. 2 (FY 2025/2026) September 24, 2025

I. AVAILABLE FUNDS		Budget Amendment #1	Budget Amendment #2	 Totals
<u>Unallocated Fund Balance</u> Estimated Beginning Fund Balance @ July 1, 2025 Fund Balance Transfer to Fund 7 - BA #2	\$ 48,985,678		(5,000,000)	\$ 48,985,678 (5,000,000)
Actual Unallocated Fund Balance @ July 1, 2025				\$ 43,985,678
Fiscal Year 2025-26 Revenue Budget @ July 1, 2025	\$ 168,382,415			\$ 168,382,415
Funds Carried Forward: Encumbrances Facilities Rental CITT - Center for Instructional Technology Hurricane Repairs ICCE - Institute for Corporate and Continuing Education Indirect Cost Recovery Total Funds Brought Forward @ September 24, 2025		1,821,045 3,574,023 154,999 1,282,157 264,992 1,316,350		8,413,566
Adjusted Revenue Budget @ September 24, 2025				\$ 176,795,981
TOTAL AVAILABLE FUNDS @ September 24, 2025	\$ 217,368,093	\$ 8,413,566	\$ (5,000,000)	\$ 220,781,659
II. EXPENDITURES Personnel Costs @ July 1, 2025 Facilities Rental Indirect Cost Recovery	\$ 128,004,188	267,060 471,104		\$ 128,004,188
Adjusted Personnel Budget @ September 24, 2025		.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		\$ 128,742,352
Current Expenses @ July 1, 2025 Adjustments for Funds Carried Forward: Encumbrances Facilities Rental CITT - Center for Instructional Technology Hurricane Repairs ICCE - Institute for Corporate and Continuing Education	\$ 38,552,180	725,107 3,091,479 154,999 451,734 264,992		\$ 38,552,180
Indirect Cost Recovery Adjusted Current Expenditures @ September 24, 2025		845,246		\$ 5,533,557 44,085,737
Capital Outlay @ July 1, 2025 Adjustments for Funds Carried Forward: Encumbrances Facilities Rental	\$ 1,826,047	1,095,937 215,485		\$ 1,826,047
Hurricane Repairs Adjusted Capital Outlay @ September 24, 2025		830,423		\$ 2,141,845 3,967,892
Non-mandatory <u>Transfer</u> Fund Balance Transfer to Fund 7 - BA #2 Adjusted Transfer in Expenditures Budget @ September 24, 2025	 		(5,000,000)	<u>-</u>
Total Increase in Expenditures Budget @ September 24, 2025				8,413,566
Adjusted Expenditure Budget @ September 24, 2025	\$ 168,382,415	\$ 8,413,566	\$ -	\$ 176,795,981
III. TOTAL ESTIMATED FUND BALANCE @ JUNE 30, 2026	\$ 48,985,678			\$ 43,985,678
TOTAL ACCOUNTED FOR	\$ 217,368,093	\$ 8,413,566	\$ (5,000,000)	\$ 220,781,659

RECOMMENDATION TO HILLSBOROUGH COLLEGE BOARD OF TRUSTEES	
Agenda Number: 8.03	
INFORMATION ITEMS ONLY	
MONTHLY FINANCIAL STATEMENT	
The Board has requested the monthly financial statements be subsonly for their review. The financial statements for the months of July and A	
LEGAL AUTUODITY	
LEGAL AUTHORITY: Sections 1001.64; 1001.65 Florida Statutes	
Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
District President Award	Date 9/16/25