



DISTRICT BOARD OF TRUSTEES BOARD MEETING

**JANUARY 26, 2021
4:00 PM**

LOCATION:

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

PUBLIC ACCESS:

VIA ZOOM

CLICK HERE TO JOIN:

<https://hccfl.zoom.us/j/96147945377>

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
TUESDAY, JANUARY 26, 2021 – 4:00 P.M.
DR. GWENDOLYN W. STEPHENSON DISTRICT
ADMINISTRATION CENTER – BOARD ROOM
39 COLUMBIA DRIVE**

ZOOM ACCESS:

<https://hccfl.zoom.us/j/96147945377>

Page No.

1.0 GENERAL FUNCTIONS

1.01 Call to Order

1.02 Invocation

1.03 Pledge of Allegiance

1.04 Roll Call

1.04.01 Oath of Office – Mrs. Nancy Watkins

1.04.02 Oath of Office – Mr. Greg Celestan

1.04.03 Oath of Office – Mr. Brian Lametto

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 9, 2020 Board Workshop and Board Meeting minutes** (submitted herein for your review).

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2.0 HEARING OF STUDENTS

3.0 HEARING OF CITIZENS

4.0 HEARING OF FACULTY AND STAFF

5.0 HUMAN RESOURCES

- CONSENT** 5.01 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). 14
- CONSENT** 5.02 The President recommends approval of individuals for **part-time employment** during Term 21/SP. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review). 16
- CONSENT** 5.03 The President recommends acknowledgment of **employment separations** (submitted herein for your review). 19
- 5.04 The President recommends that the Board approve evaluated **post-tenured faculty members** remain on continuing contracts (submitted herein for your review). 21

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- CONSENT** 6.01 The President recommends approval of the **new courses, course modifications, program modifications**, and the **new program** to be effective Fall 2021, unless otherwise noted (submitted for your review). 22

7.0 INSTITUTIONAL SERVICES

8.0 FINANCIAL SERVICES

- 8.01 The President recommends **award of RFP No. 2821-21 to Audio Visual Innovations, Inc.**, to provide visual systems for simulcast classrooms College-wide for approximately 151 classrooms at a base price range from \$20,648.69 to \$20,984.59 per classroom, as well as additional items as needed per classroom, for a total not-to-exceed cost of \$3,500,000 (submitted herein for your review). 25
- 8.02 The President recommends approval of the November 2020 Financial Statements (submitted herein for your review). 26

9.0 ADMINISTRATIVE REPORT

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

11.01 Selection: 2020-2021 HCC Foundation and Labor Liaisons

12.0 ADJOURNMENT

Section 1

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD WORKSHOP
MONDAY, DECEMBER 9, 2020 – 2:30 P.M.
DR. GWENDOLYN W. STEPHENSON DISTRICT
ADMINISTRATION BUILDING BOARD ROOM
39 COLUMBIA DRIVE
MINUTES**

The Board Workshop commenced at 2:30 p.m.

The following Trustees were in attendance:

Mrs. Dipa Shah
Brig.Gen. Chip Diehl
Mrs. Betty Viamontes *[via Zoom]*
Mr. Bruce Wills

Dr. Atwater advised that the purpose of the workshop was to discuss the process and timeline of migrating to a Level II Baccalaureate Degree-granting Institution. Dr. Atwater introduced Dr. Paul Nagy, Vice President for Strategic Planning and Analysis.

Dr. Nagy gave an overview of the three (3) approval phases and the two programs being considered: Bachelor of Science (B.S.) in Nursing and the B.S. in Education. He discussed in depth the approvals required by HCC's Trustees, the State Board and Southern Association of Colleges and Schools (SACS) Commission on Colleges.

Dr. Atwater introduced Dr. Leif Penrose, Dean of Health Sciences, to discuss the B.S. in Nursing program. Dr. Penrose gave an overview of anticipated enrollment and completion of the program. Mrs. Viamontes commended Dr. Penrose on the work done to date.

Dr. Atwater then introduced Mr. Rich Senker, Vice President for Academic Affairs, to discuss the B.S. in Education. He added that since the University of South Florida (USF) is considering shuttering some or all of its B.S. in Education program, HCC will weigh its actions against USF's decision. Mr. Senker provided a brief overview of courses currently in HCC's curriculum and recommendations for undergraduate programs.

Mrs. Shah recommended that HCC move forward with laying the foundation for the education program regardless of USF's decision. She added that Early Childhood Development appears to have the greatest need.

Brig.Gen. Diehl stated that HCC needs to commit to this as it is the only Florida college not offering Baccalaureate degrees. Chip asked what four-year degrees are being offered by

other state colleges. Dr. Atwater stated that he could provide that list. *[This information was sent to the Board on January 4, 2021]*. He also suggested that HCC appoint a trustee as a liaison to assist with the Baccalaureate degree program. Brig.Gen. Diehl also recommended Ashley Carl, Executive Director of Marketing as the College's liaison.

Dr. Atwater provided an update on the new administration building. Mr. Al Erdman, Vice President for Administration and Chief Financial Officer, provided an overview of changes made to the building including the location of the Board room and the internal staircase which was moved outside to create additional usable space.

Mr. Wills asked how adding the Baccalaureate degree programs would impact HCC, such as campus housing. Dr. Atwater stated the College was not changing to a four-year degree school. He stated that the College will continue to use adjuncts, with little emphasis on research, and will continue to focus on teaching and learning. He added that the College is not changing but only adding two Baccalaureate Degree programs to the current offerings.

The meeting adjourned at 3:45 p.m.

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, DECEMBER 9, 2020 – 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 Board secretary shared that there were no public comments submitted to the Board prior to the meeting. The public was reminded that questions or comments could be submitted to the trustees email address at any time during the meeting.

1.02 Invocation

- 1.02.01 Mr. Reid asked that we keep the family of students Jake Eatman and Spencer Stephens in our thoughts. Jake, a SouthShore student on the AA Medical path, passed away in November. Spencer, a Dale Mabry student was enrolled in HCC's dental program, passed in December.

1.03 Pledge of Allegiance

1.04 Roll Call

The following Trustees were in attendance:

- Mr. Randall Reid
- Mrs. Dipa Shah
- Brig.Gen. Chip Diehl
- Mrs. Betty Viamontes *[via Zoom]*
- Mr. Bruce Wills

1.05 Welcome to Guests, Faculty and Staff Members

1.06 Foundation Report

- 1.06.01 The Foundation Report was sent to the Board under separate cover. A summary of activities in October included:
- \$139K YTD in Total Donations;
 - \$461K YTD in Total Revenue;

- \$540K YTD in Net Gains on Investments; and
- \$13.5M in Ending Net Assets.

1.06.02 Spring term scholarships totaled \$201K representing an increase of 40% from last spring. Special thanks were given to Drs. Kiran and Pallavi Patel who allowed \$50K of their \$200K campaign pledge for this year to be moved to annual scholarships from the spring term due to increased demand.

1.06.03 Mr. Shear thanked Suncoast Credit Union, HCC Athletics' Department and Workforce Development to secure previously donated funds to raise \$85K and received the \$170K state match, securing \$255K for scholarships.

1.06.04 Eleven (11) faculty and staff applied for Resources for Excellent Grants, recipients will be chosen at a later date.

1.06.05 A summary of activities and donations received in October totaled \$530,894. Donors included:

- *Children's Board of Hillsborough County*
- *Dr. Kiran C. Patel*
- *SunTrust Banks, Inc.*
- *PNC Bank*
- *UA Local 123 & MCA Central Florida Charitable Foundation*
- *Driggers Engineering Services, Inc.*
- *CapTrust Financial Advisors*
- *CSP, Inc.*
- *Hamilton Engineering & Surveying*
- *Raymow Construction*
- *Tappouni Mechanical*
- *The Hope Fund for Children SouthShore, Inc.*
- *Horus Construction Services, Inc.*
- *Onicx Group*
- *Florida State University*
- *BayCare Health System*
- *Anonymous Donor*

1.07 Faculty, Staff and Student Recognitions

1.07.01 **Dr. Alex Anzalone**, Interim Brandon Campus President and Dean of Associate in Science, was accepted to participate in The League for Innovation's Executive Leadership Institute (ELI). ELI provides prospective community college presidents, or those in transition, an opportunity to analyze their abilities, reflect on their interests, refine their skills, and engage in leadership discussions with faculty of community college leaders from across North America.

- 1.07.02 Each year the Sun City/SouthShore Branch of the American Association of University Women honors an area woman for her contributions to the community. **Dr. Jennifer China**, SouthShore Campus President, has been named the AAUW Sun City Center South/Shore 2021 Woman of Distinction.
- 1.07.03 **Johana Melendez**, Biology Professor at the Plant City Campus, served as a panelist for grant reviews for the National Institutes for Food and Agriculture during the 2020 year.
- 1.07.04 The **HCC Marketing Department** won two gold awards in the 2020 National Council for Marketing and Public Relations (NCMPR) Paragon awards competition. NCMPR is the Marketing and PR affiliate of the AACC. The awards were for the Visual and Performing Arts Immersion Day publication and the Graphic Design program's brochure.
- 1.07.05 The 2020 Champions of Diversity Award recipients are as follows:
- Exemplary Administrator: **Dr. Alessandro Anzalone**, Brandon Campus.
 - Exemplary Staff: **Amanda Poss**, Gallery Director, Dale Mabry Campus.
 - Exemplary Faculty: **Johana Melendez**, Biology Professor, Plant City Campus.
 - All Five Student Government Associations (SGAs) represented by: **Cristal Abreu**, Brandon Campus; **Jasmine Perez**, Plant City Campus; **Brianna Bermudez**, Dale Mabry Campus; **Victoria Thompson**, SouthShore Campus; and **Godwin Vashawn**, Ybor City Campus.
 - Corporate Sponsor: **Wells Fargo**.
- 1.08 The Chairman recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked "**Consent**". Dr. Atwater requested that addendum item 8.07 be removed from the agenda.
- Mrs. Viamontes made a motion of approval as amended, seconded by Mrs. Shah. After due discussion and consideration, approval was given by aye vote of all members present.
- 1.09 The President recommended approval of the **October 28, 2020 Board Meeting Minutes** and the **November 9, 2020 Board Workshop Minutes**.
- Mrs. Viamontes made a motion of approval, seconded by Mrs. Shah. 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.

Mrs. Viamontes made a motion of approval, seconded by Mrs. Shah. 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 20/FA. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Mrs. Viamontes made a motion of approval, seconded by Mrs. Shah. After due discussion and consideration, approval was given by aye vote of all members present.

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

Mrs. Viamontes made a motion of approval, seconded by Mrs. Shah. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.04 The President recommended **approval of revisions** to page 12 of the **2020-2021 Salary Schedule**, increasing the Grade 1 minimum hourly rate from \$8.56 to \$8.65 effective January 1, 2021, in accordance with Florida law.

Mrs. Shah made a motion of approval, seconded by Mrs. Viamontes. 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 **2021-2022 College Calendar**.

Mrs. Viamontes made a motion of approval, seconded by Brig.Gen. Diehl. 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 Hillsborough Community College Foundation's **IRS Form 990 for Fiscal Year 2019-2020** 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.

Mrs. Shah made a motion of approval, seconded by Mrs. Viamontes. After due discussion and consideration, approval was given by aye vote of all members present.

8.0 FINANCIAL SERVICES

- 8.01 The President recommended award of **Invitation to Negotiate No. 2839-21** with **Tampa East Holdings, LLC** [d/b/a Hilton Garden Inn Tampa East Brandon] as the primary contractor with **LCP Tampa East Investment, LLC** [d/b/a Sheraton Tampa East] as back-up contractor, to provide hotel accommodation services for adult incumbent workers who will be receiving training at the College's Brandon Campus to earn industry certifications, for a three (3) year period beginning January 10, 2021 through December 11, 2021, with the option to renew for two (2) additional years, one (1) year at a time.

Mrs. Shah made a motion of approval, seconded by Mrs. Viamontes. After due discussion and consideration, approval was given by aye vote of all members present.

- 8.02 The President recommended approval of a transfer of **\$18,915,000 from the Unrestricted Fund Balance** in Fund 1, to the General Fund, Fund 7, the Unexpended Plant Fund.

Brig.Gen. asked how protected these funds are. Mr. Erdman, Chief Financial Officer, advised the state could ask for a portion of the money back but they have never done it in the past.

Mrs. Shah made a motion of approval, seconded by Mrs. Viamontes. After due discussion and consideration, approval was given by aye vote of all members present.

- 8.03 The President recommended approval of the **August 2020 Financial Statements**.

Mrs. Shah made a motion of approval, seconded by Brig.Gen. Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 8.04 The President recommended approval of the **September 2020 Financial Statements**.

Mrs. Shah made a motion of approval, seconded by Mrs. Viamontes. After due discussion and consideration, approval was given by aye vote of all members present.

8.05 The President recommended approval of the **October 2020 Financial Statements**.

Mrs. Shah made a motion of approval, seconded by Mrs. Viamontes. After due discussion and consideration, approval was given by aye vote of all members present.

8.06 Informational Item Only – Al Erdman, Chief Financial Officer, presented the **Budget Development Calendar** for the 2021-2022 Fiscal Year.

Brig.Gen. Diehl asked how HCC is preparing for the upcoming budget year. Dr. Atwater assured the Board that HCC will present a balanced budget. Mr. Reid asked if HCC was strategizing on how the College will adapt to the coming budget. Eric Johnson, Director of Community and Government Relations, advised that the College is already speaking to Senate and House members but felt that the budget will remain flat.

Mr. Johnson reminded the trustees that the revenue projections are not good and the best thing to do was highlight what was being done to build the workforce back up. He added that there will be an opportunity for Zoom calls and being able to talk to a lot of people in a very short time and ensure that the messaging is there.

Mrs. Shah made a motion of approval, seconded by Mrs. Viamontes. After due discussion and consideration, approval was given by aye vote of all members present.

9.0 ADMINISTRATIVE REPORT

9.01 Dr. Atwater introduced Dr. Deborah Kish-Johansen, incoming Brandon Campus President.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

11.01 Mr. Wills welcomed Dr. Kish-Johansen to the College and congratulated the faculty/staff members who were recognized for their accomplishments on behalf of HCC.

11.02 Brig.Gen. Diehl congratulated Dr. China on her Women of Distinction award. He asked that everyone to stay safe and be careful.

- 11.03 Mrs. Viamontes also congratulated Dr. China. She added that she is excited about the future of HCC and wished everyone Happy Holidays.
- 11.04 Mrs. Shah stated that she was excited that HCC is moving forward with Bachelor's degrees. She congratulated all award winners, the Marketing team, Dr. China and the Foundation for their accomplishments. She added that she knows 2020 was a difficult year but to keep moving forward.
- 11.05 Mr. Reid apologized for not being able to attend the workshop but believes the timing is right for HCC to join the rest of the state in offering Baccalaureate degrees. He wished everyone Happy Holidays and hopes a vaccine is on the horizon, takes hold and that everyone will have a normal 2021.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 4:35 p.m.

Section 2-4

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Section 5

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 (2020-2021). 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:

SBE 6A-14.0261, FAC
F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends approval of individuals for full-time employment (submitted herein for your review). Each full-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Initiator

Date

Vice President/Campus President/Exec Dir of Human Resources

Date

District President

Date

FULL-TIME APPOINTMENTS
JANUARY 26, 2021 BOARD MEETING

FACULTY

<u>NAME</u>	<u>TITLE</u>	<u>POSITION #</u>	<u>CAMPUS</u>	<u>START DATE</u>
Bilitsky, Christopher	Computer Science Instructor	FFC30156	Ybor City	01/07/21
Carson, Valerie	Biotechnology Instructor	FFC10092	Brandon	01/07/21
Nelson, Ruth*	Music Instructor	FFC30049	Ybor City	01/07/21
Walker, Ronald	Nuclear Medicine Tech Instructor	FFC40002	Dale Mabry	01/07/21

STAFF EXEMPT

<u>NAME</u>	<u>TITLE</u>	<u>POSITION #</u>	<u>CAMPUS</u>	<u>START DATE</u>
Petway, Margaret	Academic Advisor	EFC0600093	Ybor City	01/05/21
Rice, Jill	Grants Manager	EFC1000070	District	01/14/21

STAFF NON-EXEMPT

<u>NAME</u>	<u>TITLE</u>	<u>POSITION #</u>	<u>CAMPUS</u>	<u>START DATE</u>
Garfield, Brian	Staff Assistant II	NFC0300014	Plant City	01/04/21
Hiers, Nicole	Staff Assistant II	NFC0300012	Ybor City	01/11/21
Hubbard, Carl	Public Safety Officer	NFC0200029	Coll. Studio	12/25/20
Saini, Maninder	Staff Assistant II	NFC0300015	Brandon	01/18/21
Tarazona, Alejandra	Cashier Clerk	NFC0100015	Dale Mabry	01/05/21

PROMOTION

<u>NAME</u>	<u>FROM</u>	<u>CAMPUS</u>	<u>TO</u>	<u>CAMPUS</u>	<u>START DATE</u>
Hope-Shay, Sheree	Business Assistant	District	Facilities Planner	District	01/07/21
Poss, Amanda	Program Analyst	Dale Mabry	Project Manager	Ybor City	01/04/21

*Full-Time Temporary

**Full-Time Temporary/Grant-Funded

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES**Agenda Number: 5.02****CONSENT****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 21/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 (2020-21). 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:

SBE 6A-14.0261, FAC
F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends approval of individuals for part-time employment during Term 21/SP (submitted herein for your review). Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Initiator**Date****Vice President/Campus President/Exec Dir of Human Resources****Date****District President****Date**

1-0-024(2/04)

PART-TIME APPOINTMENTS
JANUARY 26, 2021 BOARD MEETING

FACULTY

<u>NAME</u>	<u>TITLE</u>	<u>POSITION #</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>
Arencibia Padron, Pablo	Adj Music Instructor	FPNC0266	Ybor City	01/04/21
Britt, Whitney	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/11/21
Buchanan, Adosinda	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/11/21
Catena, John	Adj Emergency Medical Tech Instructor	FPNC0196	Dale Mabry	01/11/21
Duong, Vu	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/11/21
Edwards, Leetoria	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/14/21
Feraro, Danielle	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/11/21
Gionet, Laura	Adj Biological Sciences Instructor	FPNC0055	Dale Mabry	01/11/21
Harris, Kerstin	Adj Literacy Instructor	FPNC0297	Ybor City	01/11/21
Hemphill, Loren	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/04/21
Johnson, Sara	Adj Allied Health Instructor III	FPNN0077	ICCE	01/13/21
Manangan, Angelica	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/04/21
Miliziano, Kelly	Adj Education Instructor	FPNC0046	Dale Mabry	01/12/21
Oggero, Chelsea	Adj Education Instructor	FPNC0408	SouthShore	12/10/20
Paramore, Janelle	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/11/21
Patton, Eileen	Adj Respiratory Therapy Instructor	FPNC0286	Dale Mabry	01/11/21
Perry, Stephanie	Adj Allied Health Instructor	FPNN0076	Ybor City	01/11/21
Riner, Dilmax	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/11/21
Rotanelli, Shannon	Adj Psychology Instructor	FPNC0301	Ybor City	01/11/21
Rustan, Lindsay	Adj Education Instructor	FPNC0046	Dale Mabry	01/07/21
Stoneking, Michael	Adj Respiratory Therapy Instructor	FPNC0286	Dale Mabry	01/11/21
Thomas, Epiffany	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/11/21
Torres, Brandi	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/11/21
Townsend, Rachel	Adj Respiratory Therapy Instructor	FPNC0286	Dale Mabry	01/11/21
Velazquez, Nicole	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/11/21
White, Michael	Adj Computer Science Instructor	FPNC0009	Brandon	01/11/21
Zamith, Jeanne	Adj Nursing Instructor	FPNC0069	Dale Mabry	01/12/21

PART-TIME APPOINTMENTS
JANUARY 26, 2021 BOARD MEETING

NON-FACULTY

<u>NAME</u>	<u>TITLE</u>	<u>POSITION #</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>
Dang, Paul	PT Associate	ZPP50027	Dale Mabry	01/06/21
Elazar, Sharon	PT Associate	ZPP50026	Dale Mabry	01/21/21
Farzaneh Jajermi, Marziyeh	PT Advanced Technician	ZPP3T005	Ybor City	01/11/21
Fortino, Katherine	PT Advanced Technician	ZPP30082	SouthShore	01/07/21
Jenkins, Anthony	PT Associate	ZPC50033	Dale Mabry	01/11/21

* 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 employees listed herein will separate from employment at the College as indicated.

ECONOMIC IMPACT:

None.

OBJECTIVE:

To acknowledge separations.

LEGAL AUTHORITY:

SBE 6A-14.0261, FAC
F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends acknowledgement of employment separations (submitted herein for your review).

Initiator**Date****Vice President/ President/Exec Dir of Human Resources****Date****District President****Date**

FULL-TIME SEPARATIONS
JANUARY 26, 2021 BOARD MEETING

RESIGNATION

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
Andre, Nadege	Financial Aid Counselor	Dale Mabry	07/28/04	01/21/21
Johnson, Sara	Nuclear Medicine Tech Instructor	Dale Mabry	01/06/14	01/12/21

RETIREMENT

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
Calderon, Ronald	Operations Manager	Dale Mabry	04/16/90	01/31/21
Spencer-Davis, Janette**	Academic Advisor	Ybor City	10/25/12	12/18/20
Winslow, Robert	Music Instructor	Ybor City	08/22/05	01/07/21

EXPIRATION OF TEMPORARY ASSIGNMENT

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
Lee, Margaret*	Special Projects Trainer	Brandon	08/10/20	01/18/21
White, Michael*	Computer Science Instructor	Brandon	08/13/20	12/08/20

* Full-Time Temporary

** Full-Time Temporary/Grant Funded

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.04

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 2020-2021 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 the following post-tenured faculty to remain on continuing contracts:

Christina Acosta, YB
John Ball, DM
Michelle Carlino, DM
Christine Curtis, DM
Rachel DeSanto, DM
Suzanne Devore, YB
Robert Funk, BR
Stephen Gagnon, DM
Sunshine Gibbons, BR

Sarah Gonzalez, BR
Diego Grilli, SS
Gabriela Hamilton, DM
Frank Kozlowski, DM
Travis Meek, DM
Steven Milhorn, YB
Gregory Miller, DM
Wendy Pagoda, SS
Margarita Ponce, YB

Desi Saludes, BR
Athena Smith, BR
Beth Smith, BR
Susan Stanczyk, DM
Anne Sumner-Kenefick, YB
Marie Louise Torres, BR
Vicki Vawter, DM
Nilanthi Warnasooriya, DM
Chris Weeks, YB

Initiator

Date

Vice President/Campus President/Director of Human Resources
Richard Senker

Date
1/4/2021

District President

Date

Section 6

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 6.01

CONSENT

BACKGROUND AND PERTINENT FACTS:

The Computer Science, Engineering, Architecture and Construction, Transportation discipline group presented new courses, course modifications, and program modifications; the PSAV dean presented a new program and new courses; the Health Sciences discipline group presented program modifications to the Academic Affairs Committee.

The Academic Affairs Committee approved the new courses, course modifications, program modifications, and the new program 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 courses, course modifications, program modifications, and the new program to be effective Fall 2021, unless otherwise noted.

Initiator
Karen Griffin

Date:
01/07/21

Vice President/Campus President/Director of Human Resources
Richard Senker

Date:
01/07/21

District President

Date

Hillsborough Community College
District Board of Trustees Meeting
January 26, 2021

New Courses

Course Title	Category	Credit/ Clock Hours	Effective Term
ARC 2181, Advanced Topics in Digital Architecture	Transfer	3 cr.	FA/21
CTS 1XXX, Introduction to the Cloud	Transfer	3 cr.	SU/21
PMT 0075, Advanced Welder I	PSAV	600 clk hr	FA/21
PMT 0076, Advanced Welder II	PSAV	150 clk hr	FA/21

Course Modifications

Effective FA/21

ARC 1701, Survey of Architectural Design

- Change title to Architectural History I

CGS 1000, Introduction to Computers and Technology

- Change course description to read: "Covers the use and of computers in information technology. Course provides hands-on experience with software including word processing, presentation, spreadsheet, and database, for business and analysis, employability and personal use. Provides students with an introductory overview of the Internet, World Wide Web, impact of computers on society and business, historic development of data processing, and basic operating system functionality, including storage and file management."

New Programs

Effective FA/21

Welding Technology - Advanced (PSAV)

Program Modification

Effective FA/21

Architectural Design and Construction Technology (AS)

- Change course sequence. Move SUR 2000C from Year 2/1Firstst term to Year 2/Second Term. Move ARC 2501 from Year 2/Second term to Year 2/First Term.

Cardiovascular Technology (AS)

- Change program title to Echocardiography

Invasive Cardiovascular Technology (AS)

- Change program title to Cardiac Catheterization

Network Administration (AS)

- Add CTS 1xxx, Introduction to the Cloud to the elective list.

Network Infrastructure (AS)

- Add CTS 1xxx, Introduction to the Cloud to the elective list.

Section 7

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Section 8

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.01

BACKGROUND AND PERTINENT FACTS:

On October 19, 2020, the College advertised Request for Proposals ("RFP") No. 2821-21 to provide audio-visual systems for simulcast classrooms College-wide with the intention of bringing simulcast technology to the College's five (5) main campuses in order to offer the best learning experience for the College's students attending courses in its classrooms as well as for those attending remotely via virtual methods. The College received responses from eight (8) firms. The written proposals were scored by a five-person evaluation committee comprised of the College's Vice President of Information Technology/Chief Information Officer, the Brandon Campus President, the Director of Instructional Technology, the Academic Technologies Manager, and the Dale Mabry Campus Sociology Assistant Professor. The firms were ranked as follows:

FIRM	LOCATION	SCORE
Audio Visual Innovations, Inc.	Tampa, FL	91.40
Visionworx, Inc. dba <i>CCS Presentation Systems</i> *	Tampa, FL	87.30
Pro Sound, Inc. dba <i>Pro Sound and Video</i>	Miami, FL	81.80
Academic Technologies, Inc. dba <i>ATI Pro AV, Inc.</i>	Sarasota, FL	77.40
MCS of Tampa, Inc. dba <i>Mission Critical Solutions</i>	Tampa, FL	74.80
Becker Communications, Inc. dba <i>BCI Integrated Solutions</i>	Tampa, FL	71.40
NetPlanner Systems Inc.	Tampa, FL	70.20
Howard Industries, Inc. dba <i>Howard Technology Solutions</i>	Laurel, MS	62.40

*Score based on information submitted in firm's proposal. Firm did not successfully complete key components in the one-classroom pilot.

Firm proposed same solutions for this project that were unsuccessful in the pilot and confirmed post-proposal submission that the firm had not been able to resolve the issues or identify a solution to make the proposed solution and components work for this project.

The evaluation committee recommends that RFP No. 2821-21 be awarded to **Audio Visual Innovations, Inc.** of **Tampa, Florida**, for approximately 151 classrooms at a base price range from **\$20,648.69** to **\$20,984.59** per classroom as well as additional items as-needed per classroom for a total not-to-exceed cost of **\$3,500,000**.

ECONOMIC IMPACT:

Federal funds will be provided by the U.S. Department of the Treasury through The CARES Act.

OBJECTIVE:

To provide audio-visual systems for simulcast classrooms College-wide.

LEGAL AUTHORITY:

SBE 6A-14.0734

HCC 6HX-10-6.08

F.S. 1001.02

F.S. 1001.64

RECOMMENDATION:

The President recommends the RFP No. 2821-21 be awarded to **Audio Visual Innovations, Inc.**, to provide audio-visual systems for simulcast classrooms College-wide for approximately 151 classrooms at a base price range from **\$20,648.69** to **\$20,984.59** per classroom, as well as additional items as-needed per classroom, for a total not-to-exceed cost of **\$3,500,000**.

Initiator <i>Vonda Melchior</i>	Date 1/8/2021
Vice President/Campus President/Executive Director of Human Resources	Date
District President	Date

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.02

BACKGROUND AND PERTINENT FACTS:

The District Board of Trustees has asked for opportunity to review and approve each monthly financial statement, which is prepared at the end of the previous month. The November 2020 financial statements and related documents are included for review.

ECONOMIC IMPACT:

None.

OBJECTIVE:

To obtain Board approval of the monthly financial statements.

LEGAL AUTHORITY:

Sections 1001.64; 1001.65, Florida Statutes

RECOMMENDATION:

The President recommends approval of the November 2020 Financial Statements.

Initiator

Date

Vice President/Campus President/Director of Human Resources

Date

District President

Date

**Hillsborough Community College
Executive Summary
Current Unrestricted Fund
Period Ending November 30, 2020
(Dollars In Thousands)**

	MONTH			YEAR-TO-DATE				
	Current	Prior Year	% Var	Budget	Current	% of	Prior Year	% Var
	<u>Actual</u>	<u>Actual</u>	<u>Prior Yr</u>		<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Prior Yr</u>
Revenues								
Student Tuition and Fees ⁽¹⁾	\$11,974	\$13,082	-8%	\$40,255	\$37,808	94%	\$38,815	-3%
Support from State Government ⁽²⁾	\$4,824	\$5,072	-5%	26,056	\$24,186	93%	\$25,363	-5%
Other Revenue	\$154	\$182	-15%	1,190	\$19,494	1638%	\$1,647	1084%
Total Revenue	\$16,952	\$18,336	-8%	\$67,502	\$81,487	121%	\$65,825	24%
% of Revenues From State Govt.	28%	28%		39%	30%		39%	
Operating Expenses								
Instructional Salaries & Benefits	\$4,100	\$4,094	0%	\$15,628	\$16,576	106%	\$16,782	-1%
Other Salaries & Benefits	3,789	3,843	-1%	23,338	20,779	89%	20,804	0%
Total Personnel Costs	\$7,890	\$7,937	-1%	\$38,967	\$37,356	96%	\$37,585	-1%
Other Expenses ⁽³⁾	\$1,878	\$2,111	-11%	\$13,140	\$11,375	87%	\$12,241	-7%
Total Operating Expenses	\$9,768	\$10,048	-3%	\$52,107	\$48,731	94%	\$49,826	-2%
Capital Outlay	\$40	\$24	66%	\$88	\$122	138%	\$1,130	-89%
Total Expenses	\$9,808	\$10,072	-3%	\$52,196	\$48,853	94%	\$50,956	-4%
Excess/(deficit) Revenues Over Expenses	\$7,145	\$8,264		\$15,306	\$32,634		\$14,869	

NOTES:

(1) The current month Student Tuition and Fees decreased \$1.1M in November FY21 compared to FY20 primarily due to monthly decrease in Tuition Advanced & Professional Spring Term Revenue. Spring 21 enrollment in Advanced & Professional is down-26.8% by FTE per SAS VA as of 12/8/20. For the YTD November FY21 Student Tuition and Fees is down only 3% despite enrollment FTEs being down 11.% due to the collection of the new distance learning fee this year which has added \$3.8M YTD to revenue.

(2) The current month decrease of \$248K in Support from State Government is due the funding cuts made by the State of Florida due to the economic impact of the COVID -19 pandemic.

(3) The current month decrease of \$233K in Other Expenses is primarily due to a \$129K decrease in Educational Materials & Supplies, an \$88K decrease in Professional Fee, and a \$57K decrease in Subscriptions & Periodicals, offset by a \$107K increase in Rentals for November FY21 compared to November FY20.

**Hillsborough Community College
Executive Summary
Current Unrestricted Fund
Period Ending November 30, 2020**

KEY PERFORMANCE INDICATORS

<u>STAFF FTEs</u>			<u>STUDENT FTEs ⁽²⁾</u>			
	<u>November 2020</u>	<u>November 2019</u>	<u>Term</u>	<u>FY21</u>	<u>FY20</u>	<u>FY19</u>
Instructional Faculty FTEs ⁽¹⁾	569	582	FALL	8,798	9,847	9,702
All Other Staff FTEs	887	951				
Total FTEs	1,456	1,533	TOTAL	8,798	9,847	9,702
% of Instructional FTEs	39%	38%	Total Target FY 20-21 ⁽²⁾	22,495		
	<u>November 2020</u>	<u>November 2019</u>				
Actual Head Count Instruct. Faculty	1,046	1,083				
Actual Head Count All Other Staff	1,168	1,367				
Total Actual Head Count	2,214	2,450				

LIQUIDITY AND FINANCIAL ASSETS PERFORMANCE

	<u>November 2020</u>	<u>November 2019*</u>
Current Ratio (Current Assets/Current Liabilities)	9.19	9.71
Return On Net Assets (Fund Balance After to GASB 68 & GASB 75/Total Assets)	6%	9%
Debt To Total Assets (Total Liabilities Prior to GASB 68 & GASB 75/Total Assets)	7%	8%
Fund Balance as a % of Funds Available (Fund Balance After to GASB 68 & GASB 75/Total Funds Available)	9.67%	14.55%
Days Unrestricted Cash on Hand (Unrestricted Cash & Cash Equiv./Daily Operating Expenses)	102	96

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 2019 ratios and percentages are restated from November 2019 BOT to match the post FY19 audit presentation.

HILLSBOROUGH COMMUNITY COLLEGE
STATEMENT OF NET POSITION
AS OF NOVEMBER 30,
FISCAL YEARS 2019 AND 2020

	As of November 30, 2020	As of November 30, 2019
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 38,210,452	\$ 36,459,516
Restricted Cash and Cash Equivalents	4,314,656	4,375,346
Investments	4,347,363	3,622,275
Restricted Investments	-	-
Accounts Receivable, Net	21,673,718	24,981,624
Notes Receivable, Net (Note 1)	10,960	8,582
Due from Other Governmental Agencies (Note 2)	3,579,792	2,257,118
Due from Component Unit/College (Note 3)	305,342	-
Inventories	1,785,261	1,619,604
Prepaid Expenses (Note 4)	1,212,554	1,302,725
Deposits	-	-
Other Assets	-	-
Total Current Assets	\$ 75,440,098	\$ 74,626,791
Noncurrent Assets:		
Restricted Cash and Cash Equivalents	\$ 29,183,288	\$ 11,972,568
Investments	4,951,171	4,271,927
Restricted Investments	-	-
Prepaid Expenses	-	-
Loans and Notes Receivable, Net	10,117	19,994
Depreciable Capital Assets, Net (Note 5)	145,489,831	152,872,889
Nondepreciable Capital Assets	-	2,116,952
Land	29,036,535	29,456,019
Other Assets	137,500	137,500
Total Noncurrent Assets	\$ 208,808,442	\$ 200,847,850
TOTAL ASSETS	\$ 284,248,540	\$ 275,474,640
DEFERRED OUTFLOWS OF RESOURCES (Note 6)		
Deferred Outflows - Pension FRS	\$ 18,092,013	\$ 20,326,164
Deferred Outflows - Pension HIS	4,030,768	3,696,516
Deferred Outflows - Other Post Employment Benefits	946,922	774,365
Total Deferred Outflows of Resources	\$ 23,069,703	\$ 24,797,044
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 307,318,243	\$ 300,271,685
LIABILITIES		
Current Liabilities:		
Accounts Payable	\$ 2,625,265	\$ 1,962,466
Accrued Interest Payable	-	-
Salary and Payroll Taxes Payable	4,102,306	3,428,223
Retainage Payable	167,323	167,323
Due to Other Governmental Agencies	11,563	11,563
Due to Component Unit/College	-	-
Deferred Revenue (Note 7)	(7,917)	18,451
Estimated Insurance Claims Payable	-	-
Deposits Held for Others (Note 8)	585,182	430,608
Long-Term Liabilities - Current Portion:		
Bonds Payable	-	-
Notes and Loans Payable (Note 9)	-	831,000
Installment Purchases Payable	-	-
Capital Leases Payable	-	-
Compensated Absences Payable	400,000	400,000
Net Pension Liability (Note 10)	323,047	433,681
Other Post Employment Benefits Payable (Note 11)	-	-
Total Current Liabilities	\$ 8,206,770	\$ 7,683,316

HILLSBOROUGH COMMUNITY COLLEGE
STATEMENT OF NET POSITION
AS OF NOVEMBER 30,
FISCAL YEARS 2019 AND 2020

	As of November 30, 2020	As of November 30, 2019
Noncurrent Liabilities:		
Bonds Payable	\$ -	\$ -
Notes and Loans Payable (Note 9)	8,064,250	11,135,552
Installment Purchases Payable	-	-
Capital Leases Payable	-	-
Special Termination Benefits Payable	-	-
Compensated Absences Payable	3,737,304	2,614,936
Net Pension Liability (Note 10)	62,057,362	55,191,276
Other Post Employment Benefits Payable	1,647,502	1,498,849
Other Long-Term Liabilities	-	-
Total Noncurrent Liabilities	\$ 75,506,418	\$ 70,440,613
TOTAL LIABILITIES	\$ 83,713,188	\$ 78,123,928
DEFERRED INFLOWS OF RESOURCES (Note 6)		
Deferred Inflows - Pension FRS	\$ 3,311,127	\$ 4,205,500
Deferred Inflows - Pension HIS	2,091,194	2,533,540
Deferred Inflows - Other Post Employment Benefits	274,098	87,784
Total Deferred Inflows of Resources	\$ 5,676,419	\$ 6,826,824
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	\$ 89,389,607	\$ 84,950,752
NET POSITION		
Invested in Capital Assets, Net of Related Debt	\$ 168,424,172	\$ 176,007,667
Restricted:		
Nonexpendable:		
Endowment	-	-
Expendable:		
Endowment	-	-
Grants and Loans	3,136,301	2,851,928
Scholarships	1,347,152	1,354,695
Capital Projects	27,059,179	8,794,572
Debt Service	125,000	-
Unrestricted	17,836,831	26,312,070
Total Net Position	\$ 217,928,636	\$ 215,320,932
TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION	\$ 307,318,243	\$ 300,271,685

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

**FUND BALANCE SUMMARY
FOR FUNDS 1, 3, AND 6
AS OF NOVEMBER 30, 2020**

	GL Code	(1) Current Funds - Unrestricted	(3) Auxiliary Funds	(6) Agency Funds	Total
Reserved for Encumbrance	30100	69,129.16	-	-	69,129.16
Fund Balance - Board Designated	30900	3,038,778.00	-	-	3,038,778.00
Fund Balance - Grantor	31000	-	-	-	-
Fund Balance - College	GLTB 31100	32,716,461.61	2,355,863.58	1,000.00	35,073,325.19
Net Change in Unrestricted Net Position per Statement of Net Position	Class 4,5,6,7	32,633,646.32	(2,504,558.81)	-	30,129,087.51
Invested In Plant	31200	-	-	-	-
TOTAL RESERVE & UNALLOCATED FUND BALANCES		68,458,015.09	(148,695.23)	1,000.00	68,310,319.86
Amount Expected to be Financed in Future Yrs (negative number)	30800	(50,473,489.31)	-	-	(50,473,489.31)
TOTAL FUND BALANCES		17,984,525.78	(148,695.23)	1,000.00	17,836,830.55
Prior Year 6-30 Fund Balance		53,270,542.00			
Grand Total Revenues		131,267,601.00			
Total Funds Available		184,538,143.00			
Unencumbered Fund Balance		68,388,885.93			
Unencumbered Fund Balance as % of Total Funds Available		37.06%			
Total Fund Balance As Reported After GASB 68 and GASB 74/75					17,836,830.55
% of Total Funds Available					9.67%

**Hillsborough Community College
Income Statement
Current Unrestricted Fund
Period Ending November 30, 2020
(Dollars in Thousands)**

	<u>YTD Actual to Budget Comparison</u>				<u>YTD Actual to Actual Comparison</u>			
	<u>Budget</u>	<u>Actual</u>	<u>Variance</u> \$	%	<u>Nov-20</u>	<u>Nov-19</u>	<u>Variance</u> \$	%
REVENUE								
Student Tuition and Fees	\$40,255	\$37,808	-\$2,448	-6%	\$37,808	\$38,815	-\$1,007	-3%
Support From State Government	\$26,056	\$24,186	-\$1,871	-7%	\$24,186	\$25,363	-\$1,177	-5%
Other Revenue *	\$1,190	\$19,494 *	\$18,304	1538% *	\$19,494	\$1,647	\$17,847	1084%
Total Revenue	\$67,502	\$81,487	\$13,985	21%	\$81,487	\$65,825	\$15,662	24%
	<u>YTD</u>	<u>YTD</u>	<u>Variance</u>				<u>Variance</u>	
	<u>Budget</u>	<u>Actual</u>	<u>\$</u>	<u>%</u>	<u>Nov-20</u>	<u>Nov-19</u>	<u>\$</u>	<u>%</u>
EXPENDITURES								
Personnel Costs								
Full Time Salaries	\$20,442	\$19,819	-\$623	-3%	\$19,819	\$20,000	-\$181	-1%
Part Time Salaries	\$9,227	\$8,472	-\$754	-8%	\$8,472	\$9,026	-\$554	-6%
Fringe Benefits	\$9,159	\$8,980	-\$179	-2%	\$8,980	\$8,467	\$514	6%
Regular Termination	\$138	\$84	-\$54	-39%	\$84	\$92	-\$8	-9%
Total Personnel Costs	\$38,967	\$37,356	-\$1,611	-4%	\$37,356	\$37,585	-\$230	-1%
Current Expenses								
Travel	\$288	\$19	-\$269	-93%	\$19	\$275	-\$256	-93%
Telephones & Utilities	\$1,836	\$1,676	-\$160	-9%	\$1,676	\$1,857	-\$180	-10%
Professional Fees	\$460	\$259	-\$201	-44%	\$259	\$589	-\$330	-56%
Repairs & Maintenance	\$1,506	\$1,575	\$69	5%	\$1,575	\$1,666	-\$91	-5%
Insurance	\$921	\$782	-\$139	-15%	\$782	\$709	\$73	10%
Other Services	\$5,456	\$5,086	-\$370	-7%	\$5,086	\$4,781	\$305	6%
Materials & Supplies	\$643	\$442	-\$200	-31%	\$442	\$642	-\$200	-31%
All Other Current Expenses	\$2,031	\$1,536	-\$495	-24%	\$1,536	\$1,722	-\$186	-11%
Total Current Expenses	\$13,140	\$11,375	-\$1,765	-13%	\$11,375	\$12,241	-\$866	-7%
Total Personnel & Current Expenses	\$52,107	\$48,731	-\$3,376	-2%	\$48,731	\$49,826	-\$1,096	4%
Capital Outlay								
Equipment	\$88	\$70	-\$19	-21%	\$70	\$77	-\$7	-9%
Buildings	\$0	\$52	\$52	#DIV/0!	\$52	\$1,053	-\$1,000	-95%
Total Capital Outlay	\$88	\$122	\$34	38%	\$122	\$1,130	-\$1,007	-89%
Total Expenditures	\$52,196	\$48,853	-\$3,343	-6%	\$48,853	\$50,956	-\$2,103	-4%
Excess/(Deficit) Revenues Over Expenses	<u>\$15,306</u>	<u>\$32,634</u>			<u>\$32,634</u>	<u>\$14,869</u>		

**The amount in Other Revenue appears artificially inflated due to the Sale of DAO building. This income statement presentation represents only activity within Fund 1, the offsetting portions of the transaction are shown as activity within Fund 9 per State accounting guidance.*