



HCC

DISTRICT BOARD OF TRUSTEES BOARD MEETING

May 25, 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, MAY 25, 2022 – 4:00 P.M.
DR. GWENDOLYN W. STEPHENSON DISTRICT
ADMINISTRATION CENTER – BOARD ROOM
39 COLUMBIA DRIVE**

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Page No.

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 **April 27, 2022 Board Meeting minutes** (submitted herein for your review). 6

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). | 13 |
| CONSENT 5.02 | The President recommends approval of individuals for part-time employment during Term 22/SU. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review). | 15 |
| CONSENT 5.03 | The President recommends acknowledgment of employment separations (submitted herein for your review). | 17 |
| 5.04 | The President recommends approval of annual contracts , as appropriate, for full-time, non-tenured instructional personnel (submitted herein for your review). | 19 |
| 5.05 | The President recommends approval of awarding of administrative contracts for the 2022-2023 fiscal year (submitted herein for your review). | 22 |
| 5.06 | The President recommends approval of the following faculty receiving Rank and Promotion (submitted herein for your review). <ul style="list-style-type: none">• <i>Karl Debate (DM)</i>• <i>Sunshine Gibbons (BR)</i>• <i>Gabriela Hamilton (DM)</i>• <i>Craig Hardesty (SS)</i>• <i>Kristin Heathcock (BR)</i>• <i>Joann Kakascik-Dye (DM)</i>• <i>Frank Kozlowski (DM)</i>• <i>Tina Majchrzak (DM)</i>• <i>Angela Mick (DM)</i>• <i>Laurie Pierce (DM)</i>• <i>Wendy Pogoda (SS)</i> | 24 |
| 5.07 | The President recommends approval of awarding continuing contracts to the following faculty members: <ul style="list-style-type: none">• <i>Kathleen Bardsley (BR)</i>• <i>Nicole Bargeron (BR)</i>• <i>Christina Connor (BR)</i>• <i>Ilene Frank (BR)</i>• <i>Dawn Herd-Clark (YB)</i>• <i>Navin Kadambi (BR)</i>• <i>Shania Mathews (PC)</i>• <i>Gina Oviedo-Martinez (DM)</i>• <i>Carol Reid (PC)</i> | 26 |

- *Bryan Shuler (DM)*
- *David Travis (DM)*
- *Leah Zimmerman (SS)*

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- CONSENT** 6.01 The President recommends approval of the **course modification, program modifications, program moratorium and the college-wide seat capacity requests** to be effective FA/22, unless otherwise noted (submitted herein for your review). 27

7.0 INSTITUTIONAL SERVICES

8.0 FINANCIAL SERVICES

- 8.01 The President recommends approval of the award of and entering into a contract with **Workday, Inc. (#2855-21)**, for a ten (10) year contract at a price of \$17,489,993 plus three (3) optional one (1) year renewals (submitted herein for your review). 30
- 8.02 The President recommends approval of the award of and entering into a contract with **Collaborative Solutions, LLC (#2865-22)**, the College's selected implementation partner for Workday's enterprise resource planning ("ERP") system College-wide for an estimated total cost of \$2,277,670 (Platform) + \$8,501,928 (Student) = \$10,779,598 (submitted herein for your review) 32
- 8.03 The President recommends approval of the award of and entering into a contract with **Barnes & Noble College Booksellers, LLC (#2868.22)**, to provide bookstore management services College-wide for a five-year period with the option to renew for five (5) additional years, one (1) year at a time, for an estimated financial return of **\$3,703,370** during the initial five-year contract period as well as the guaranteed employment of the College's current Bookstore(s) employees for a period of at least one (1) year, contingent upon their satisfactory performance(s) at their current compensation and benefits; or comparable compensation and benefits for such (submitted herein for your review). 34
- 8.04 The President recommends approval of awards to and entering into contracts with **Harvard Jolly, Inc., Hepner Architects, Inc., and Wilder Architecture, Inc. (#2870-22)**, to provide architectural services under continuing services contracts as authorized by the State of Florida under FS 287.055 for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one year period with four (4) optional one-year renewals (submitted herein for your review). 36

- 8.05 The President recommends approval of the award of and entering into a contract with **Stantec Consulting Services, Inc. (#2871-22)**, to provide civil engineering services under continuing services contracts as authorized by the State of Florida under F.S. 287.055 for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one (1) year period with four (4) optional one-year renewals (submitted herein for your review). 37
- 8.06 The President recommends approval of the award of and entering into contracts with **Hahn Engineering, Inc., Long Associates Architects Engineers Inc., VoltAir Inc., and McKim and Creed Inc. (#2872-22)**, to provide mechanical, electrical, and plumbing services under continuing services contracts as authorized by the State of Florida under FS 287.055 for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one (1) year period with four (4) optional one-year renewals (submitted herein for your review). 38
- 8.07 The President recommends approval of the award of and entering into a contract with **Absolute Quality Interpreting Services, LLC (#2876-22)**, to provide sign language interpreting services for College students and applicants with hearing impairment for a period of three (3) years beginning July 1, 2022 through June 30, 2025, with the option to renew for four (4) additional years, one (1) year at a time, at an estimated total annual cost \$500,000 (submitted herein for your review). 39
- 8.08 The President recommends approval of **Amendment No. 3 to the contract with Horus Construction Services, Inc.**, establishing a Guaranteed Maximum Price in the amount of \$1,397,287 for the renovation of existing space to house ICCE and the Central Duplicating Center in the Library Building (DLRC) located at the Dale Mabry Campus (submitted herein for your review). 40
- 8.09 The President recommends approval of **Budget Amendment No. 3** (submitted herein for your review). 41
- 8.10 Informational Item Only - **April 2022 Financial Statements** 43

9.0 ADMINISTRATIVE REPORT

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

12.0 ADJOURNMENT

Section 1

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, APRIL 27, 2022 – 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

Trustee Diehl asked to keep the families of: John "Sam" Cox, Director of Public Safety and Emergency Management; Sandra J. Diaz, student and student assistant at the Dale Mabry Campus; Nancy Dickey, long-time employee who was the heart and soul of Dual Enrollment at HCC; Angela "Angie" Molina, long-time faculty member at the Dale Mabry and Plant City Campuses. After Angie retired, she was an adjunct instructor and tutor at the Dale Mabry Campus; and Norman Smith, HVAC Station Operator at the Brandon Campus; in their thoughts and prayers.

1.03 Pledge of Allegiance

1.04 Roll Call

The following Trustees were in attendance:

- Chip Diehl
- Nancy Watkins
- Greg Celestan
- Brian Lametto
- Aakash Patel
- Dalia McCloud (via Zoom)

1.05 Welcome to Guests, Faculty and Staff Members

1.06 Foundation Report

1.06.01 Stephen Shear, Executive Director for the Foundation, provided the Board with a brief update of the HCCF activities and support.

1.06.02 The Foundation Report was sent to the Board under separate cover. A summary of activities during the month of March included:

- \$2.02M YTD in Donations;
- \$3.51M in Total Revenue;
- \$322K YTD in Losses on Investments; and
- \$16.39M in Ending Net Assets.

1.06.03 The Foundation Board added five new members beginning July 2022: **Nadine Fahim**, KPMG; **Brett Fay**, Tampa International Airport; **Qualenta Kivett**, Tampa General Hospital; **Kathryn Pankow**, Baker Barrios Architects and **Ryan Sladek**, PNC Bank.

Three current Board members agreed to serve an additional three-year term: **Marcel Blythe**, USAA; **Phil Minden**, BayCare and **David Reno**, Reno Boyd Construction.

The Slate of Officers approved are: **Eric Bailey**, Chair; **Darlene Johnson**, Vice Chair and Board Governance Chair; **Charles Holloman**, Past Chair; **Chris Taylor**, Finance Chair; **Marcel Blythe** and **Karl Strauch**, Development Co-Chairs.

1.06.04 Upcoming events:

- Inshore Fishing Tournament
- Presidential Showcase

1.06.05 A summary of activities and donations received in March totaled \$386,309.60, with an additional pledge of \$300,000. Donors included:

- *CareerSource Tampa Bay*
- *Children's Board of Hillsborough County*
- *Community Foundation of Tampa Bay, Inc.*
- *Dr. Paige Niehaus*
- *Dr. Paul D. Nagy*
- *Early Learning Coalition of Hillsborough County*
- *Gilbane Building Company*
- *Gregory Celestan*
- *Helios Education Foundation*
- *Hillsborough Community College*
- *Hillsborough Transit Authority*
- *James O. Brookins*
- *Kathleen Dawes*
- *Krewe of Sant' Yago Education Foundation, Inc.*
- *Martin Port*
- *Nielson, Hoover & Co.*
- *Nuts, Bolts & Thingamajigs*
- *OSI Restaurant Partners, LLC*
- *Tampa United Events Inc.*
- *TCM Bank, N.A.*
- *Unidentified Cash*

1.07 Faculty, Staff and Student Recognitions

Stephen Shear, Executive Director for the Foundation, provided the following faculty, staff and student recognitions:

- 1.07.01 On April 3, 2022, the American Welding Society's (AWS) District Five's first Sparks and Smoke Welding Competition was held. Sixteen schools from Florida came from Ft. Myers, Florida's east coast, Orlando and Tampa Bay areas. In the individual competition for building rocket stoves, advanced program student, **Herman Gonzalez** won first place and received a \$1,000 AWS scholarship. **Will Wabberson**, from the morning basic welding program, won second place. He also received a \$1,000 AWS scholarship. The welding program manager is **Logan Harry**.
- 1.07.02 National attention continues on HCC's innovation in using SAS business intelligence and the Gwen artificial intelligence in returning former students to degree completion and better preparing student applicants for college enrollment.
- Sarah Thomas**, Academic Assessment Officer in the division of Strategic Planning & Analysis (SPA), has been sponsored with all expenses paid to speak at the annual forum of the Association for Institutional Research (AIR) in Phoenix this June.
- Dr. Paul Nagy**, Vice President of SPA, has been sponsored to speak at the annual conference of the National Council for Workforce Education (NCWE) in Portland, Oregon in October.
- 1.07.03 A student team from the Entrepreneurial Mindset Training (EMT) program won a Perkins Grant in the Innovators Pitch Competition last Friday. The team from the Brandon Campus used Design Thinking to create a proposal for student stress kits to be distributed to our campus students next Fall during the Success Fest. The goal of the project is to provide students with a simplified access point for college and community resources, and provide them with a kit of stress-relieving items.
- The team included the following students: **Cody Harper, Alexandra Suarez, Bernadette Estrada-Brown and Christina Barber**. **Christina Connor**, English Faculty from the Brandon Campus is the faculty advisor, Phi Theta Kappa.
- 1.07.04 Our HCC Lady Hawks Tennis team have won the Florida College System Activities Association State Championship. Led by Head Coach and Athletic Director **Sarah Lytle** and Assistant Coach **Paula Rives Palau**, and supported by Trainer **Tim Kocher**, Swiss Army Knife **Scott "Kiki" Keller** and Advisor/Strength & Conditioning Coach **Leah Becker**, the Lady Hawks emerged from a quartet of nationally-ranked teams including neighboring SPC, State College of Florida and Eastern Florida State to win the FCSAA Women's Tennis Championships.
- The Lady Hawks entered the tournament ranked No. 2 among NJCAA teams in the most recent ITA Women's National Team Rankings. The Lady Hawks claimed three singles championships and swept the three doubles flights to win the championships.
- The Lady Hawks now head to the Nationals in Mesa, Arizona May 7-11.
- 1.07.05 Additionally, the FCSAA All-State/NJCAA All-Region 8 team is comprised of the winners of the six individual flights and three doubles flights and HCC is well represented.
- FCSAA All-State/NJCAA All-Region 8 Team:
- **Viktoryia Zhandzinskaya**, Hillsborough, # 3 Singles Champion
 - **Mbali Langa**, Hillsborough, #4 Singles Champion

- **Camilla Mitolo**, Hillsborough, #6 Singles Champion
- **Viktoryia Zhandzinskaya** and Mbali Langa, Hillsborough, #1 Doubles Champion
- **Arina Gamretkaia** and Olivia Pezo, Hillsborough, #2 Doubles Champion
- **Ita Habekovic** and **Esmee Andresen**, Hillsborough, #3 Doubles Champion
- **Sarah Lytle** was also named Coach of the Year.

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 Celestan after due discussion and consideration, approval was given by aye vote of all members present.

1.09 The President recommended approval of the **March 23, 2022 Board Meeting Minutes**.

Trustee Lametto made a motion of approval, seconded by Trustee Patel. 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.

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.

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

5.04 The President recommended acknowledgment of **Sabbatical Leave** granted to: **Denise Bristol, Rachel DeSanto, Stephen Lambert, Jeffrey Rubinstein** and **Rebecca Todd**.

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.

5.05 The President recommended acknowledgment of **Professor Emeritus** awarded to: **Barbara Duncan, Bobbie Boatwright Harris** and **Bonnie Ronson**.

Trustee Celestan made a motion of approval, seconded by Trustee Patel. 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 **new course, course modifications, new AA pathways, AA pathways modifications and program modifications** to be effective FA/22, unless otherwise noted.

7.0 INSTITUTIONAL SERVICES

- 7.01 The President recommended approval of the **2021-2022 annual update to the College's Equity Accountability Plan.**

Trustee Lametto made a motion of approval, 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 approval of the award of **Request for Bids # 2874-22 to provide necessary enhancements to the College's wired and wireless network infrastructures College-wide to Modcomp Inc. dba CSPI Technology Solutions in Deerfield Beach, FL.**

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.

9.0 ADMINISTRATIVE REPORT

- 9.01 Dr. Atwater reminded the Board about the upcoming Graduation on May 6, 2022 at the Florida State Fairgrounds. He noted that all graduating Military Veterans will receive a special pendant.
- 9.02 Board self-evaluation will be distributed in May to be discussed in June. Additionally, we will be discussing the Board organizational structure, including who will assume the Chair, Vice Chair and the Labor and Foundation liaisons. We will also talk about the charge of the Board to look at the number of meetings moving forward.
- 9.03 We will be scheduling a virtual Board Workshop the week of May 11, 2022 regarding the Bookstore plans.
- 9.04 Dr. Atwater updated the Board regarding the progress of the two Executive searches that are in progress.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

- 11.01 Trustee Diehl: Graduation is an uplifting event. He congratulated Dalia McCloud on her graduation.

11.02 Trustee McCloud: Attended three of the Student Excellence Award ceremonies and enjoyed them.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 4:43 p.m.

DRAFT

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 (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-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 5/17/22 |

1-0-024 (2/04)

FULL-TIME APPOINTMENTS
MAY 25, 2022 BOARD MEETING

STAFF EXEMPT

| <u>NAME</u> | <u>TITLE</u> | <u>POSITION #</u> | <u>CAMPUS</u> | <u>START DATE</u> |
|--------------------|---|--------------------------|----------------------|--------------------------|
| Antunez, Mara | Academic Advisor | EFC0600076 | Dale Mabry | 06/02/22 |
| Borrer, Brittany | Academic Advisor | EFC0600070 | Dale Mabry | 05/12/22 |
| Thillet, Julia* | Honors Enrollment Development Coordinator | EFC0900001 | Dale Mabry | 05/10/22 |
| Zides, Andrew** | Project Manager | EFC10V0026 | Dale Mabry | 05/19/22 |

STAFF NON-EXEMPT

| <u>NAME</u> | <u>TITLE</u> | <u>POSITION #</u> | <u>CAMPUS</u> | <u>START DATE</u> |
|------------------------|---------------------|--------------------------|----------------------|--------------------------|
| Garlanger, Stephanie** | Staff Assistant II | NFC03V0001 | Ybor City | 05/05/22 |
| Torres-Ardila, Karen | Lab Assistant | NFC0400021 | Ybor City | 05/12/22 |

PROMOTION

| <u>NAME</u> | <u>FROM</u> | <u>CAMPUS</u> | <u>TO</u> | <u>CAMPUS</u> | <u>START DATE</u> |
|--------------------|------------------------------|----------------------|---|----------------------|--------------------------|
| Bledsoe, Shataan | Staff Assistant II | Collaboration | Financial Aid Counselor | Collaboration | 05/19/22 |
| Cooper, D'Andre | Information Technology Tech. | Collaboration | Instructional Technologist | Collaboration | 05/05/22 |
| Munns, Paterno | HR Technician | District | Purchasing Assistant | District | 05/19/22 |
| Williams, Dalvien | Property Assistant | Brandon | Property Tracking & Distribution Svcs. Associate | Brandon | 03/10/22 |

*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 22/SU. 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/SU (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

5/17/22

1-0-024(2/04)

PART-TIME APPOINTMENTS
MAY 25, 2022 BOARD MEETING

FACULTY

| <u>NAME</u> | <u>TITLE</u> | <u>POSITION #</u> | <u>CAMPUS</u> | <u>BEGIN DATE</u> |
|----------------------|------------------------------------|--------------------------|----------------------|--------------------------|
| Rios, Cindy | Adj Respiratory Therapy Instructor | FPNC0529 | Dale Mabry | 04/29/22 |
| Whitehead, Leah | Adj Chemistry Instructor | FPNC0152 | Ybor City | 08/01/22 |
| Wijerathne, Nadeesha | Adj Chemistry Instructor | FPNC0056 | Dale Mabry | 08/15/22 |

NON-FACULTY

| <u>NAME</u> | <u>TITLE</u> | <u>POSITION #</u> | <u>CAMPUS</u> | <u>BEGIN DATE</u> |
|----------------------|------------------------|--------------------------|----------------------|--------------------------|
| Arenas, Louis | PT Advanced Technician | ZPP30053 | Brandon | 05/16/22 |
| Bennett, Zackery | PT Technician | ZPP20111 | Dale Mabry | 08/12/22 |
| Carpenter, Yalicia | PT Technician | ZPP20111 | Dale Mabry | 05/03/22 |
| Ecker, David | PT Advanced Technician | ZPP30012 | Dale Mabry | 05/05/22 |
| Greenberg, Sherri* | PT Specialist | ZPP4V014 | Ybor City | 05/03/22 |
| Guarino, Alyssa | PT Technician | ZPP20015 | Dale Mabry | 05/05/22 |
| Mullings, Kenjela | PT Camp Assistant | ZPP30120 | District | 05/05/22 |
| Ospina Campos, Kevin | PT Technician | ZPP20019 | Dale Mabry | 05/12/22 |
| Pagan, Kayla | PT Camp Assistant | ZPP30120 | District | 05/11/22 |
| Perez, Katherine | PT Associate | ZPP50053 | Dale Mabry | 05/11/22 |
| Tram, Tien | PT Technician | ZPP20019 | Dale Mabry | 05/12/22 |

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

ECONOMIC IMPACT:

None.

OBJECTIVE:

To acknowledge separations.

LEGAL AUTHORITY:

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

5/17/22

1-0-024 (2/04)

FULL-TIME SEPARATIONS
MAY 25, 2022 BOARD MEETING

RESIGNATION

| <u>NAME</u> | <u>TITLE</u> | <u>CAMPUS</u> | <u>BEGIN DATE</u> | <u>END DATE</u> |
|--------------------|---|----------------------|--------------------------|------------------------|
| Cochrane, Brian | Continuing Education Coordinator | District | 03/28/19 | 05/03/22 |
| Cromartie, Linsey | Financial Aid Technician | Dale Mabry | 05/16/16 | 05/20/22 |
| Furry, Lauren | Honors Enrollment Development Coordinator | Brandon | 08/22/05 | 04/29/22 |
| Judge, Tenia | Staff Assistant II | Dale Mabry | 05/06/21 | 05/13/22 |
| Rigney, Jaron | Tradesworker II | Ybor City | 02/02/12 | 04/29/22 |
| Williams, Demario | Lab Assistant | Ybor City | 11/07/19 | 05/18/22 |

RETIREMENT

| <u>NAME</u> | <u>TITLE</u> | <u>CAMPUS</u> | <u>BEGIN DATE</u> | <u>END DATE</u> |
|--------------------|--|----------------------|--------------------------|------------------------|
| Daniel, Noel | Public Safety Officer | Dale Mabry | 07/27/87 | 07/29/22 |
| Griffin, Karen | Associate VP, Associates in Arts Program | District | 01/25/89 | 07/29/22 |
| Magwood, Debra | Public Safety Supervisor | Ybor City | 08/25/87 | 07/29/22 |
| Manis, Mara | Biology Instructor | Dale Mabry | 08/20/87 | 06/30/22 |
| Searle, Tammy | Instructional Technologist | Collaboration | 10/18/90 | 07/29/22 |

NON-RENEWAL OF CONTRACT

| <u>NAME</u> | <u>TITLE</u> | <u>CAMPUS</u> | <u>BEGIN DATE</u> | <u>END DATE</u> |
|--------------------|----------------------------------|----------------------|--------------------------|------------------------|
| Walker, Ronald | Nuclear Medicine Tech Instructor | Dale Mabry | 01/07/21 | 08/08/22 |

* Full-Time Temporary

** Full-Time Temporary/Grant Funded

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.04

BACKGROUND AND PERTINENT FACTS:

The Board awards contracts to community college instructional personnel pursuant to Florida statutes. Current full-time, non-tenured instructional personnel have been reviewed by the respective Deans and Campus Presidents and recommendations have been made for the issuance of contracts for the 2022-2023 academic year.

ECONOMIC IMPACT:

Funds are internally available within the 2022-2023 Budget.

OBJECTIVE:


To issue contracts to non-tenured instructional personnel for the 2022-2023 academic year.

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65; 1012.83
SBE 6A-14.041
HCC 6HX-10-2.001

RECOMMENDATION:

The President recommends that the Board approve annual contracts, as appropriate, for full-time, non-tenured instructional personnel.

| | |
|---|---------------------|
| Initiator | Date |
| Vice President/ President/Exec Dir of Human Resources | Date |
| District President  | Date 5/17/22 |

2022-2023 Non-Tenured Faculty Contract Renewals

| Name | Title | Campus | Expiration Date |
|----------------------|---|-------------------|-----------------|
| Abuhelal, Ashraf | Architectural Construction Instructor | Dale Mabry Campus | 6/30/2023 |
| Adjiri, Alle | Mathematics Instructor | Ybor City Campus | 6/30/2023 |
| Al Khatib, Connor | Mathematics Instructor | Dale Mabry Campus | 6/30/2023 |
| Alt, Todd | Fire Science Instructor | Ybor City Campus | 6/30/2023 |
| Anitori, Eugene | Cardiovascular Sonography Instructor | Dale Mabry Campus | 6/30/2023 |
| Banisakher, Mubarak | Computer Science Instructor | Dale Mabry Campus | 6/30/2023 |
| Bankston, Jennifer | Nursing Instructor | Southshore Campus | 6/30/2023 |
| Brown, Susan | English As a 2nd Language Instructor | Ybor City Campus | 6/30/2023 |
| Bueller, David | Mathematics Instructor | Dale Mabry Campus | 6/30/2023 |
| Carson, Valerie | Biotechnology Instructor | Brandon Campus | 6/30/2023 |
| Charles, Christopher | Sociology Instructor | Ybor City Campus | 6/30/2023 |
| Chen, Monica | Mathematics Instructor | Brandon Campus | 6/30/2023 |
| Clark, Danielle | Business Instructor | Dale Mabry Campus | 6/30/2023 |
| Clermont, Bianca | Nursing Instructor | Plant City Campus | 6/30/2023 |
| Coats, Ann Marie | Speech Instructor | Ybor City Campus | 6/30/2023 |
| Cronin, Georgina | English for Academic Purposes Instructor | Dale Mabry Campus | 6/30/2023 |
| Crosby, Joshua | Anthropology Instructor | Dale Mabry Campus | 6/30/2023 |
| Curran, Timothy | English Instructor | Brandon Campus | 6/30/2023 |
| Danic, Jean | English As a 2nd Language Instructor | Dale Mabry Campus | 6/30/2023 |
| Daniels, Spencer | English Instructor | Brandon Campus | 6/30/2023 |
| Drolz, Elizabeth | Sonography Instructor | Dale Mabry Campus | 6/30/2023 |
| Dubs, Cynthia | Nursing Instructor | Dale Mabry Campus | 6/30/2023 |
| Farrell, Lauren | EAP Instructor | Ybor City Campus | 6/30/2023 |
| Fiske, Eric | Political Science Instructor | Dale Mabry Campus | 6/30/2023 |
| Gill, Jacqueline | Counselor | Ybor City Campus | 6/30/2023 |
| Haller, Jodi | Economics Instructor | Dale Mabry Campus | 6/30/2023 |
| Hannachi, Mehrez | Mathematics Instructor | Brandon Campus | 6/30/2023 |
| Hart, Joseph | Mathematics Instructor | Brandon Campus | 6/30/2023 |
| Hesse, Teresa | Nursing Instructor | Dale Mabry Campus | 6/30/2023 |
| Hoier, Patrick | Instructor, Basic Yr | Dale Mabry Campus | 6/30/2023 |
| Iapicco, Lana | Communications Instructor | Brandon Campus | 6/30/2023 |
| Jacobs, Lauren | Mathematics Instructor | Dale Mabry Campus | 6/30/2023 |
| James, Carrie | Radiology Technology Instructor | Dale Mabry Campus | 6/30/2023 |
| Jankowiak, Kinga | Chemistry Instructor | Dale Mabry Campus | 6/30/2023 |
| Kelley, Michael | English As a 2nd Language Instructor | Dale Mabry Campus | 6/30/2023 |
| Laborde, David | Biology Instructor | Brandon Campus | 6/30/2023 |
| Lance, Stephanie | English Instructor | Dale Mabry Campus | 6/30/2023 |
| Lee, Jenny | Mathematics Instructor | Dale Mabry Campus | 6/30/2023 |
| Lue, Christopher | Chemistry Instructor | Dale Mabry Campus | 6/30/2023 |
| Mathurin, Andre | Mathematics Instructor | Dale Mabry Campus | 6/30/2023 |
| Matthias, Sheila | Nursing Instructor | Dale Mabry Campus | 6/30/2023 |
| McCullough, Ronald | Speech Instructor | Dale Mabry Campus | 6/30/2023 |
| McGill, Kathrine | Nursing Instructor | Dale Mabry Campus | 6/30/2023 |
| Medina, Maggie | Office Administration/Medical Office | Ybor City Campus | 6/30/2023 |
| Miller, Scott | Respiratory Therapy Technology Instructor | Dale Mabry Campus | 6/30/2023 |
| Moats, Nathaniel | Religion Instructor | Dale Mabry Campus | 6/30/2023 |
| Moninger, Nichole | Radiation Therapy Instructor | Dale Mabry Campus | 6/30/2023 |
| Monroe, Yilan | Mathematics Instructor | Southshore Campus | 6/30/2023 |
| Montana, Rosamaria | Medical Laboratory Science Instructor | Dale Mabry Campus | 6/30/2023 |
| Moore, Shelby | Accounting Instructor | Dale Mabry Campus | 6/30/2023 |
| Motawe, Zeinab | Biological Sciences Instructor | Southshore Campus | 6/30/2023 |
| Neff, Thomas | Opticianry Instructor | Dale Mabry Campus | 6/30/2023 |
| Page, Rebecca | Chemistry Instructor | Plant City Campus | 6/30/2023 |

| | | | |
|--------------------|----------------------------------|-------------------|-----------|
| Pearn, Anthony | Criminal Justice Instructor | Ybor City Campus | 6/30/2023 |
| Rey, Josue | History Instructor | Ybor City Campus | 6/30/2023 |
| Reyes, Jennifer | Nursing Instructor | Southshore Campus | 6/30/2023 |
| Robinson, Cynthia | Veterinary Technology Instructor | Plant City Campus | 6/30/2023 |
| Robinson, Shawn | Mathematics Instructor | Brandon Campus | 6/30/2023 |
| Signorini, Armando | Mathematics Instructor | Brandon Campus | 6/30/2023 |
| Slaughter, Megan | Humanities Instructor | Brandon Campus | 6/30/2023 |
| Sliman, Teri | Radiologic Instructor | Dale Mabry Campus | 6/30/2023 |
| Spatola, Anthony | Veterinary Technician Instructor | Plant City Campus | 6/30/2023 |
| Stallworth, Carol | Chemistry Instructor | Southshore Campus | 6/30/2023 |
| Tallman, Ruth | Philosophy Instructor | Dale Mabry Campus | 6/30/2023 |
| Tartaglia, Angela | English Instructor | Dale Mabry Campus | 6/30/2023 |
| Timofeeva, Olga | Mathematics Instructor | Brandon Campus | 6/30/2023 |
| Tran, Mau | Biology Instructor | Plant City Campus | 6/30/2023 |
| Walton, Patricia | Nursing Instructor | Dale Mabry Campus | 6/30/2023 |
| Yordy, Marcie | Computer Science Instructor | Dale Mabry Campus | 6/30/2023 |

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.05

BACKGROUND AND PERTINENT FACTS:

The Board awards contracts to administrative personnel pursuant to Florida statutes and SBE rules. The list of administrative staff identified for (re) appointment is herein attached. The remaining vacant administrative positions will be reported to the Board as they are filled.

ECONOMIC IMPACT:

Funds are internally available within the 2022-2023 Budget.

OBJECTIVE:


To issue administrative contracts for the 2022-2023 fiscal year.

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65; 1012.83
SBE 6A-14.041
HCC 6HX-10-2.001

RECOMMENDATION:

The President recommends approval of the awarding of administrative contracts for the 2022-2023 fiscal year.

| | |
|---|------------------------|
| Initiator | Date |
| Vice President/ President/Exec Dir of Human Resources | Date |
| District President  | Date 5/17/22 |

1-0-024 (2/04)

2022-2023 Administrator One-Year Contracts

| Name | Title | Expiration |
|--------------------------|---|-------------------|
| BC, Hikmat | Associate Dean of Academic Affairs | 6/30/2023 |
| Bentrovato, Joseph | Dean, Student Services | 6/30/2023 |
| Berry, Keith | Dean of Academic Affairs | 6/30/2023 |
| Borrell, A. Joseph | Dean of Academic Affairs | 6/30/2023 |
| Brennan, Michael | Director International Education | 6/30/2023 |
| Buckthorpe, Ryan | Director, Continuing Education/Corporate Training | 6/30/2023 |
| Busquet, Aimee | Associate Dean of Academic Affairs | 6/30/2023 |
| Charles, Kayla | Director of Enrollment Management Technology | 6/30/2023 |
| Davis, Nevaler | Registrar | 6/30/2023 |
| Dennard, Rhonesia | Controller | 6/30/2023 |
| Eveillard, Angela | Director, Marketing and Strategic Communications | 6/30/2023 |
| Fuente, Marni | Director, Early Literacy Matters Program | 6/30/2023 |
| Griffin, Karen | Associate Vice President, Associates in Arts Program | Retires 7/29/22 |
| Hubbard, Barry | Dean, Associates in Science Degree Programs | 6/30/2023 |
| Jaguszyn, Nicole | Director of Information Management/Reporting | 6/30/2023 |
| Kearney, Scott | Director, Enterprise Systems | 6/30/2023 |
| Kotula, Nadia | Dean of Academic Affairs | 6/30/2023 |
| Lemke, Dustin | Dean, Associates in Arts Degree Programs | 6/30/2023 |
| Lewis, Mark | Director Instructional Technology | 6/30/2023 |
| Lightfoot Bisson, Andrea | Director, Benefits and Wellness | 6/30/2023 |
| Lowry, Lee | Director of Fundraising, Foundation | 6/30/2023 |
| Mann, Brian | Associate Vice President, Associate in Science Programs | 6/30/2023 |
| Marshall, Richard Benton | Director of Facilities Management, Planning, & Construction | 6/30/2023 |
| McCray, Adrian | Director of Networking & Telecommunications | 6/30/2023 |
| Meeks, John | Associate Vice President, Post Secondary Adult Vocational | 6/30/2023 |
| Melchior, Vonda | Director of Purchasing | 6/30/2023 |
| Menendez, Michele | Director of Student Financial Services | 6/30/2023 |
| Nielsen, Barbara | Director, Employee/Labor Relations and Compliance | 6/30/2023 |
| Parker, Jeremy | Director, Systems Administration | 6/30/2023 |
| Penny, Marcellyne | Associate Dean of Nursing | 6/30/2023 |
| Penrose, Leif | Dean of Health Sciences | 6/30/2023 |
| Rand, Patricia | Dean of Academic Affairs | 6/30/2023 |
| Rios, Sheila | Dean, Associates in Science Degree Programs | 6/30/2023 |
| Rockefeller, Randall | Dean, Associates in Science Degree Programs | 6/30/2023 |
| Ross, David | Dean, Student Services | 6/30/2023 |
| Saylor, Laurie | Director, Online Learning | 6/30/2023 |
| Serrano, Yaima | Dean, Student Services | 6/30/2023 |
| Smith, Tierra | Director of Financial Aid & Veteran Affairs | 6/30/2023 |
| Thompkins, Caprice | Director, Talent Acquisition and Employee Records | 6/30/2023 |
| Watkins, Brenda | Director Professional Development | 6/30/2023 |
| White, Julie | Dean, Student Services | 6/30/2023 |
| Wiggers, James | Director Facilities & Construction Management | 6/30/2023 |
| Zujovic, Alisa | Director Institutional Research | 6/30/2023 |

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.06

BACKGROUND AND PERTINENT FACTS:

The Vice President of Academic Affairs and the College's Committee for Rank and Promotion are recommending that following names have met the qualifications for Rank and Promotion per: Article 6.17 Professional Development and Rank.

ECONOMIC IMPACT:

\$20,000 Included in the budget

OBJECTIVE:

To award and recognize faculty with the rank of Associate Professor or Professor who distinguish themselves through continuing significant contributions to the College.

LEGAL AUTHORITY:

FS 1001.64
FS 1001.65

RECOMMENDATION:

The President recommends that the Board approve that the following faculty receive Rank & Promotion:

Sunshine Gibbons BR
Gabriela Hamilton DM
Craig Hardesty SS
Joann Kakascik-Dye DM
Frank Kozlowski DM
Tina Majchrzak DM
Angela Mick DM

Laurie Pierce DM
Wendy Pogoda SS

Kristin Heathcock BR

Karl Debate DM

Initiator Richard Senker

Date 5/12/2022

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

Date 5/12/2022

District President



Date

5/17/22

Per Article 6.17 Professional Rank of the FUSA Contract, HCC will recognize the faculty ranks of Instructor, Assistant Professor, Associate Professor, and Professor.

The ranks of Associate Professor and Professor shall be awarded to faculty who distinguish themselves through continuing significant contributions to the College and completion of the following criteria:

1. **Minimum Qualifications.** In the following table, years of service statements refer to minimum years of service effective when rank is awarded.

| ASSOCIATE PROFESSOR | PROFESSOR |
|--|---|
| A minimum of ten (10) years of full-time faculty service to the College with satisfactory evaluations, successful completion of post-tenure review and five (5) years of significant contributions beyond those used for tenure. | A minimum of fifteen (15) years of full-time faculty service to the College with satisfactory evaluations, successful completion of post-tenure review and five (5) years of significant contributions beyond those used to earn Associate Professor. |

2. **Evaluation.** The faculty member must demonstrate consistent satisfactory performance of duties as reflected in his evaluations for the five years immediately prior to applying for professional rank promotion.
3. **Contributions.** The faculty member must distinguish himself by presenting documented evidence of contributions in each of the following areas, of which two (2) areas must have significant contributions.
 - a. Contributions in College or educational committees;
 - b. Contributions to the department, the College or the profession;
 - c. Contributions to community groups or projects.

4. **Professional Development.** The faculty member must have participated in ongoing professional development

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.07

BACKGROUND AND PERTINENT FACTS:

SBE Rule 6A-14.0411 provides the legal basis for awarding continuing contracts to community college personnel upon recommendation of the President. In accordance with the HCC/FUSA Agreement, Article 6.16, Tenure and Continuing Contract, the College-Wide Tenure Committee deliberated to review documentation and to interview individual tenure candidates to support the issuance of continuing contracts. Based on that process and by unanimous vote, the committee recommended that continuing contracts be issued to the spring term 2022 candidates listed below. Based on further review of coursework and activities, the President recommends the issuance of continuing contracts to the candidates listed below.

ECONOMIC IMPACT:

None anticipated.

OBJECTIVE:

To issue continuing contracts to the below named instructional personnel to be effective the 2022-2023 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 of Trustees approve the awarding of continuing contracts to the following faculty members:

*Kathleen Bardsley – Brandon
Nicole Bargeron – Brandon
Christina Connor – Brandon
Ilene Frank – Brandon
Dawn Herd-Clark – Ybor City
Navin Kadambi – Brandon*

*Shania Mathews – Plant City
Gina Oviedo-Martinez – Dale Mabry
Carol Reid – Plant City
Bryan Shuler – Dale Mabry
David Travis – Dale Mabry
Leah Zimmerman – SouthShore*

Date
4/26/22

Vice President/Campus President/Director of Human Resources

Date

District President



Date
5/17/22

Section 6

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 6.01

CONSENT

BACKGROUND AND PERTINENT FACTS:

The Biological Science discipline group presented a program modification and a program moratorium; the English discipline group presented a course modification; and the Computer Science discipline group presented program modifications and college-wide seat capacity requests to the Academic Affairs Committee.

The Academic Affairs Committee approved the course modification, program modifications, program moratorium, and college-wide seat capacity requests, 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 course modification, program modifications, program moratorium and the college-wide seat capacity requests to be effective FA/22, unless otherwise noted.

Initiator

Brian Mann, Karen Griffin

Date:

Vice President/Campus President/Director of Human Resources

Richard Senker

Date:

District President



Date

5/17/22

Hillsborough Community College
May 2022 BOT

Course Modification

Effective FA/22

ENC 0022, Developmental Writing

- Delete the phrase “as well as developing argument and research skills” from the course description.

Effective SP/23

ARC 1301, Architectural Design I

- Reduce college-wide seat capacity to 12.

ARC 1302, Architectural Design II

- Reduce college-wide seat capacity to 12.

ARC 2303, Architectural Design III

- Reduce college-wide seat capacity to 12.

ARC 2304, Architectural Design IV

- Reduce college-wide seat capacity to 12.

Program Modifications

Effective FA/22

Biotechnology Laboratory Technology

- Delete PSY 2012 from program requirements.
- Add AMH 2020 or POS 2041- 3 cr. to program requirements.

Network Security/Cybersecurity: Unix/Linux

- Change program title to Network Security/Cybersecurity: Linux.

Network Security/Cybersecurity: Windows

- Delete CTS 1302 and CTS 1328 from program requirements.
- Add CTS 1145 and CTS 2375 to program requirements.

Program Moratorium

Effective FA/23

Environmental Science Technology: Laboratory Technician AS

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 June 18, 2021, the College advertised Request for Letter of Interest (LOI) for LOI # 2855-21 for qualified firms to provide a new College-wide enterprise resource planning (ERP) system. The College received letters of interest from three (3) firms with each providing responses to the solicitation's technical and system requirements. One (1) firm, Anthology Inc., pulled their response during the evaluation process. The evaluation and scoring of the two (2) firms were completed in the following four (4) steps:

- 1) Evaluation of LOI – The members of the ERP Selection Steering Committee evaluated the written submission responses to the LOI as follows:

| FIRM | LOCATION | SCORE |
|-----------------------|-----------------------|---------------|
| Workday, Inc. | Pleasanton, CA | 96.45% |
| Ellucian Company L.P. | Reston, VA | 91.20% |

- 2) Demonstrations – Approximately 80 faculty and staff from across multiple departments of the college participated in, evaluated, and scored the demonstrations against a list of approximately 1,300 requirements. The demonstrations were scored based on how well the firm's proposed system met each of these requirements. The requirements were grouped by department and weighted as follows: Finance (20.6%), Human Resources (21.3%), Student (33.8%), Technology (20.0%), and General (4.4%). They were scored based on exceeding, meeting, or not meeting the requirement. They scored as follows:

| FIRM | LOCATION | SCORE |
|----------------------|-----------------------|---------------|
| Workday, Inc. | Pleasanton, CA | 89.40% |
| Ellucian | Reston, VA | 69.16% |

- 3) Site Visits – Members of the staff of the Finance, Human Resources, Student Services, Academic, and IT departments participated in site visits with their counterparts at three (3) reference institutions within Florida who are using each firm's proposed system. These visits were conducted virtually due to COVID-19 and included demonstrations of how the institutions are using the proposed system. The site visits were scored using a Likert scale from very dissatisfied to very satisfied. as follows:

| FIRM | LOCATION | SCORE |
|----------------------|-----------------------|---------------|
| Workday, Inc. | Pleasanton, CA | 73.12% |
| Ellucian | Reston, VA | 38.32% |

- 4) References – Based on the detailed feedback from Finance, Human Resources, Student Services, Academic, and IT departments, the steering committee considered and scored references from each of the institutions as follows:

| FIRM | LOCATION | SCORE |
|----------------------|-----------------------|---------------|
| Workday, Inc. | Pleasanton, CA | 68.85% |
| Ellucian | Reston, VA | 39.15% |

The scores from each section were combined and weighted as follows:

| | Weight | Ellucian | Workday |
|------------------------------------|--------|---------------|---------------|
| 1. Requirements from LOI Responses | 15% | 91.20% | 96.45% |
| 2. Demonstrations | 39% | 69.16% | 89.40% |
| 3. Site Visits | 31% | 38.32% | 73.12% |
| 4. References | 15% | 39.15% | 68.85% |
| Total Score | | 58.40% | 82.33% |

Based on the process and scores above, the College's ERP Selection Steering Committee comprised of Vice President of Information Technology/Chief Information Officer, Vice President of Student Services and Enrollment Management, Vice President of Administration/Chief Financial Officer, Vice President of Academic Affairs, Plant City Campus President, Executive Director of Human Resources, Controller, Ybor City Campus Dean of Student Services, South Shore Campus Dean of Academic Affairs and Brandon Campus Dean of Associate in Science Program and members of the staff of the Finance, Human Resources, Student Services, Academics, and IT departments recommended award to **Workday, Inc.** in **Pleasanton, CA**, as the provider of the Enterprise Resource Planning system that best fits the Colleges needs and requirements.

ECONOMIC IMPACT:

Funds will be provided by the Unexpended Plant Fund.

OBJECTIVE:

To provide a modern, cloud-based College-wide enterprise resource planning (ERP) system that will allow the college to grow and thrive in the new, 21st-century, connected workplace.

LEGAL AUTHORITY:

HCC 6HX-10-6.08


SBE 6A-14.0734

FS 1001.02

FS 1001.64

RECOMMENDATION:

The President recommends the award of a contract for a new College-wide enterprise resource planning system to **Workday Inc.** in **Pleasanton, CA**, for a ten (10) year contract at a price of \$17,489,993 plus three (3) optional one (1) year renewals.

| | |
|--|------------------------|
| Initiator | Date |
| Vice President/Campus President/Executive Director | Date |
| District President  | Date 5/17/22 |

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.02

BACKGROUND AND PERTINENT FACTS:

On February 1, 2022, the College advertised Request for Letters of Interest # 2865-22 for qualified information technology firms to submit replies in the form of a letter of interest (“LOI”) to be selected as the College’s implementation partner for Workday’s enterprise resource planning (“ERP”) system College-wide. The College received replies from four (4) firms as to their technical and system requirements. The evaluation and scoring of the four (4) responsive firms were completed in three (3) main phases as follows:

Phase 1: Evaluation of Written Replies: The written responses were evaluated and scored by the steering committee comprised of the Plant City Campus President, the Vice President for Information Technology/Chief Information Officer, the Vice President for Administration/Chief Financial Officer, the Vice President of Academic Affairs, the Vice President of Student Services & Enrollment Management, the Executive Director of Human Resources, the Controller, the Brandon Campus Dean of Associate in Science Programs, the SouthShore Campus Dean of Academic Affairs and the Ybor City Campus Dean of Student Services. In addition, others participated including the Director of Benefits and Wellness, Director of Enrollment Management Technology & Resources, Director of Enterprise Systems, Director of Financial Aid, Director of Purchasing, Director of Student Financial Services, Human Resources Systems Officer, and Financial Business Information Analyst. The four (4) responsive written replies were scored and ranked as follows:

| FIRM | LOCATION | SCORE (0-4) |
|------------------------------|---------------------------|--------------------|
| Accenture, LLP | St. Petersburg, FL | 2.596 |
| Collaborative Solutions, LLC | Reston, VA | 2.430 |
| Incline Alchemy, Inc. | Reno, NV | 2.358 |
| Avaap USA, LLC | Columbus, OH | 2.295 |

Phase 2: Evaluation of Oral Presentations and Demonstrations by the Short-Listed Firms: The three (3) top-ranked firms were short-listed and invited to give oral presentations with their proposed project team and explain their approach to the steering committee members and other evaluators as listed above. The short-listed firms’ oral presentations and demonstrations were scored utilizing the following evaluation categories: industry experience, implementation approach, depth of resources, quality of resources, change management, and post-implementation support methodology. The three (3) short-listed firms’ oral presentations were scored and ranked as follows:

| FIRM | LOCATION | SCORE (0-10) |
|------------------------------|--------------------|---------------------|
| Incline Alchemy, Inc. | Reno, NV | 8.100 |
| Accenture, LLP | St. Petersburg, FL | 7.809 |
| Collaborative Solutions, LLC | Reston, VA | 7.011 |

Phase 3: Evaluation of Reference Checks and Cost Estimates: A subset of the evaluation participants contacted all references provided that consisted of Florida and non-Florida, two-year and four-year, public and private educational institutions for whom services had been provided by each of the three (3) short-listed firms. In addition, the steering committee and other evaluation committee members reviewed cost estimates and timelines submitted by these three firms.

Based on the phased evaluation process described above, the steering committee recommended that the contract award be made to **Collaborative Solutions, LLC of Reston, VA**, as the lowest overall estimated cost, favorable evaluation of the evaluation categories and record of successful past performance with other similar implementations for Workday’s enterprise resource planning (“ERP”) system.

ECONOMIC IMPACT:

Funds will be provided by the Unexpended Plant Fund.

OBJECTIVE:

To select an implementation partner to assist the College with the successful implementation and deployment of Workday's enterprise resource planning ("ERP") system College-wide.

LEGAL AUTHORITY:

HCC 6HX-10-6.08

SBE 6A-14.0734

FS 1001.02

FS 1001.64

RECOMMENDATION:

The President recommends the award of a contract with **Collaborative Solutions, LLC of Reston, VA**, as the College's selected implementation partner for Workday's enterprise resource planning ("ERP") system College-wide for an estimated total cost of \$2,277,670 (Platform) + \$8,501,928 (Student) = \$10,779,598.

Initiator**Date****Vice President/Campus President/Executive Director****Date****District President**

Date

5/17/22

1-0-024 (02/04)

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.03

BACKGROUND AND PERTINENT FACTS:

On February 1, 2022, the College advertised Invitation to Negotiate # 2868-22 for qualified firms to provide outsourced bookstore management services for the Bookstore(s) College-wide for a five-year period with the option to renew for five (5) additional years, one (1) year at a time. The College received written replies from three (3) firms.

Phase 1: Evaluation of the Written Replies: This was completed by a nine-person evaluation committee comprised of the Dale Mabry Campus President, the SouthShore Campus President, the Vice President of Academic Affairs, the Vice President of Information Technology/Chief Information Officer, the Executive Director of Marketing & Public Relations, the Director of Purchasing, the Director of Financial Aid & Veteran Affairs, a District Accountant, and a Dale Mabry Campus Computer Science Instructor. The three (3) responsive firms' written replies were scored and ranked for Phase 1 as follows:

| FIRM | LOCATION | SCORE |
|---|-------------------|----------------|
| Barnes & Noble College Booksellers, LLC | Basking Ridge, NJ | 72.11 |
| Follett Higher Education Group, Inc. | Westchester, IL | 60.89 |
| Textbook Brokers, Inc. | Jonesboro, AR | Non-responsive |

(Non-responsive due to failure to meet the requirements of the ITN)

Phase 2: Evaluation of the Oral Presentations, Demonstrations, and Interviews of the Short-Listed Firms: As a result of the scores for the written replies, Barnes & Noble College Booksellers LLC and Follett Higher Education Group, Inc. were invited to provide oral presentations, demonstrations and interviews with the eleven-person evaluation committee comprised of the Dale Mabry Campus President, the SouthShore Campus President, the Vice President of Academic Affairs, the Vice President of Information Technology/Chief Information Officer, the Executive Director of Marketing & Public Relations, the Director of Purchasing, the Director of Financial Aid & Veteran Affairs, a District Accountant, a Dale Mabry Campus Computer Science Instructor, the Interim Bookstore Manager, and the Brandon Campus Bookstore Supervisor.

Phase 3: Negotiations: Based on the oral presentations, demonstrations and interviews, the College entered into negotiations with **Barnes & Noble College Booksellers, LLC of Basking Ridge, NJ**, and **Follett Higher Education Group, Inc. of Westchester, IL**. Based on the negotiations and Barnes & Noble College Booksellers, LLC's higher estimated financial return based on the projected sales figures during the initial five-year contract period, as well as the guaranteed employment of the College's current Bookstore(s) employees for a period of at least one (1) year, contingent upon their satisfactory performance(s) at their current compensation and benefits; or similar compensation and benefits for such, the two (2) finalists were ranked for Phase 3 as follows:

| FIRM | LOCATION |
|--|--------------------------|
| Barnes & Noble College Booksellers, LLC | Basking Ridge, NJ |
| Follett Higher Education Group, Inc. | Westchester, IL |

Based on the phased evaluation process described above, the evaluation committee recommended **Barnes & Noble College Booksellers, LLC of Basking Ridge, NJ**, for an estimated financial return of **\$3,703,370** during the initial five-year contract period as well as the guaranteed employment of the College's current Bookstore(s) employees for a period of at least one (1) year, contingent upon their satisfactory performance(s) at their current compensation and benefits; or comparable compensation and benefits for such as the best overall proposal should the College outsource the bookstore.

ECONOMIC IMPACT:

This is a revenue generating contract under which Barnes and Noble will pay commissions and make other payments to the College.

OBJECTIVE:

To provide outsourced bookstore management services for the Bookstore(s) College-wide for a five-year period with the option to renew for five (5) additional years, one (1) year at a time.

LEGAL AUTHORITY:

SBE 6A-14.0734

HCC 6HX-10-6.08

FS 1001.02

FS 1001.64

RECOMMENDATION:

The President recommends a contract with **Barnes & Noble College Booksellers, LLC of Basking Ridge, NJ**, to provide bookstore management services College-wide for a five-year period with the option to renew for five (5) additional years, one (1) year at a time, for an estimated financial return of **\$3,703,370** during the initial five-year contract period as well as the guaranteed employment of the College's current Bookstore(s) employees for a period of at least one (1) year, contingent upon their satisfactory performance(s) at their current compensation and benefits; or comparable compensation and benefits for such.

Initiator

Date

Vice President/Campus President/Executive Director of Human Resources

Date

District President



Date

5/17/22

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.04

BACKGROUND AND PERTINENT FACTS:

On February 11, 2022, the College advertised Request for Qualifications # 2870-22 for architectural firms with design professionals licensed in the State of Florida to provide architectural services under continuing services contracts as authorized by the State of Florida under FS 287.055 for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one (1) year period with four optional one-year renewals. The College received ten (10) responses. The written submissions were scored by a five-person evaluation committee comprised of the Director of Facilities Planning & Construction, the Director of Facilities & Construction Management, the Chief Diversity Officer, the Construction Manager, and the Facilities Planner. Five (5) firms were shortlisted for interviews and scored by the committee and ranked as follows:

| FIRM | LOCATION | SCORE |
|---|------------------|--------------|
| Harvard Jolly Inc. | Tampa, FL | 84.60 |
| Hepner Architects Incorporated | Tampa, FL | 82.25 |
| Wilderarchitecture Inc. | Tampa, FL | 82.10 |
| Wannemacher Jensen Architects Inc. | Tampa, FL | 77.20 |
| Long & Associates Architects Engineers Inc. | Tampa, FL | 76.40 |

ECONOMIC IMPACT:

Projects will be budgeted in advance and funded by annual general renovation Public Education Capital Outlay (PECO) appropriations, capital Outlay & Debt Service (CO&DS) appropriations, general operating and other funds as appropriate.

OBJECTIVE:


To provide architectural services contracts for continuing services for miscellaneous projects for one (1) year period with four (4) optional one (1) year renewals.

LEGAL AUTHORITY:

SBE 6A-14.0734 HCC 6HX-10-6.08 HCC 6HX-10-6.21 FS 1001.02 FS 1001.64 FS 287.055

RECOMMENDATION:

The President recommends award of Request for Qualifications # 2870-22 and entering into a contract with **Harvard Jolly Inc. of Tampa, FL**, **Hepner Architects Incorporated of Tampa, FL** and **Wilderarchitecture Inc. of Tampa, FL** to provide architectural services under continuing services contracts as authorized by the State of Florida under FS 287.055 for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one year period with four (4) optional one-year renewals.

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| Initiator | Date |
| Vice President/Campus President/Executive Director of Human Resources | Date |
| District President  | Date 5/17/22 |

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.05

BACKGROUND AND PERTINENT FACTS:

On February 11, 2022, the College advertised Request for Qualifications # 2871-22 for civil engineering firms with design professionals licensed in the State of Florida to provide civil engineering services under continuing services contracts as authorized by the State of Florida under FS 287.055 for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one (1) year period with four optional one-year renewals. The College received two (2) responses. The written submissions were scored by a five-person evaluation committee comprised of the Director of Facilities Planning & Construction, the Director of Facilities & Construction Management, the Chief Diversity Officer, the Construction Manager, and the Facilities Planner. One (1) firm was shortlisted for interview and scored as follows:

| FIRM | LOCATION | SCORE |
|--|------------------|--------------|
| Stantec Consulting Services, Inc. | Tampa, FL | 79.40 |

ECONOMIC IMPACT:

Projects will be budgeted in advance and funded by annual general renovation Public Education Capital Outlay (PECO) appropriations, capital Outlay & Debt Service (CO&DS) appropriations, general operating and other funds as appropriate.

OBJECTIVE:


To provide civil engineering services contracts for continuing services for miscellaneous projects for a one (1) year period with four (4) optional one (1) year renewals.

LEGAL AUTHORITY:

SBE 6A-14.0734 HCC 6HX-10-6.08 HCC 6HX-10-6.21 FS 1001.02 FS 1001.64 FS 287.055

RECOMMENDATION:

The President recommends award of Request for Qualifications # 2871-22 and entering into a contract with **Stantec Consulting Services Inc. of Tampa, FL** to provide civil engineering services under continuing services contracts as authorized by the State of Florida under F.S. 287.055 for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one (1) year period with four (4) optional one-year renewals.

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| Initiator | Date |
| Vice President/Campus President/Executive Director of Human Resources | Date |
| District President  | Date 5/17/222 |

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.06

BACKGROUND AND PERTINENT FACTS:

On February 11, 2022, the College advertised Request for Qualifications # 2872-22 for mechanical, electrical and plumbing engineering firms with design professionals licensed in the State of Florida to provide mechanical, electrical, and plumbing engineering services under continuing services contracts as authorized by the State of Florida under FS 287.055 for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one (1) year period with four optional one-year renewals. The College received fifteen (15) responses. The written submissions were scored by a five-person evaluation committee comprised of the Director of Facilities Planning & Construction, the Director of Facilities & Construction Management, the Chief Diversity Officer, the Construction Manager, and the Facilities Planner. Five (5) firms were shortlisted for interviews, scored by the committee, and ranked as follows:

| FIRM | LOCATION | SCORE |
|--|------------------|--------------|
| Hahn Engineering Inc. | Tampa, FL | 80.30 |
| Long Associates Architects Engineers Inc. | Tampa, FL | 79.80 |
| Voltair Inc. | Tampa, FL | 78.50 |
| McKim and Creed Inc. | Tampa, FL | 77.70 |
| Carastro and Associates Inc. | Tampa, FL | 68.30 |

ECONOMIC IMPACT:

Projects will be budgeted in advance and funded by annual general renovation Public Education Capital Outlay (PECO) appropriations, capital Outlay & Debt Service (CO&DS) appropriations, general operating and other funds as appropriate.

OBJECTIVE:

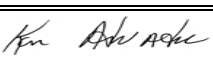
To provide mechanical, electrical, and plumbing engineering services contracts for continuing services for miscellaneous projects for a one (1) year period with four (4) optional one-year renewals.

LEGAL AUTHORITY:

SBE 6A-14.0734 HCC 6HX-10-6.08 HCC 6HX-10-6.21 FS 1001.02 FS 1001.64 FS 287.055

RECOMMENDATION:

The President recommends award of Request for Qualifications # 2872-22 and entering into a contract with **Hahn Engineering Inc. of Tampa, FL, Long Associates Architects Engineers Inc. of Tampa, FL, VoltAir Inc. of Tampa, FL** and **McKim and Creed Inc. of Tampa, FL** to provide mechanical, electrical, and plumbing services under continuing services contracts as authorized by the State of Florida under FS 287.055 for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one (1) year period with four (4) optional one-year renewals.

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|---|---------------------|
| Initiator | Date |
| Vice President/Campus President/Executive Director of Human Resources | Date |
| District President  | Date 5/17/22 |

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.07

BACKGROUND AND PERTINENT FACTS:

On April 4, 2022, the College advertised Request for Proposals #2876-22 for qualified firms to provide sign language interpreting services for College students and applicants with hearing impairment for a period of three (3) years beginning July 1, 2022 through June 30, 2025 with the option to renew for four (4) additional years, one (1) year at a time. The College received responses from four (4) firms. The four (4) firms were scored by the evaluation committee and were ranked as follows:

| FIRM | LOCATION | SCORE |
|--|-------------------------|--------------|
| Absolute Quality Interpreting Services, LLC | Land O'Lakes, FL | 94.33 |
| SignTalk LLC | Brooklyn, NY | 75.00 |
| Purple Communications, Inc. | Lutz, FL | 74.33 |
| Homeland Language Services | West Palm Beach, FL | 71.50 |

An evaluation committee consisting of the Vice President for Student Services and Enrollment Management, Student Accessibility and Disability Officer, and Disabilities Coordinator, reviewed the responses.

The committee recommends award to **Absolute Quality Interpreting Services, LLC of Land O'Lakes, FL.**

ECONOMIC IMPACT:

Funds will be provided from the General Operating Fund.

OBJECTIVE:

To provide sign language interpreting services for College students and applicants with hearing impairment for a period of three (3) years beginning July 1, 2022 through June 30, 2025 with the option to renew for four (4) additional years, one (1) year at a time.

LEGAL AUTHORITY:

SBE 6A-14.074


HCC 6HX-5.300


FS 1001.02


FS 1001.64

RECOMMENDATION:

The President recommends entering into a contract with **Absolute Quality Interpreting Services, LLC** of **Land O'Lakes, FL** to provide sign language interpreting services for College students and applicants with hearing impairment for a period of three (3) years beginning July 1, 2022 through June 30, 2025, with the option to renew for four (4) additional years, one (1) year at a time, at an estimated total annual cost \$500,000.

| | |
|--|------------------------|
| Initiator | Date |
| Vice President/Campus President/Director of Human Resources | Date |
| District President  | Date 5/17/22 |

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| RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES | |
| Agenda Number: 8.08 | |
| BACKGROUND AND PERTINENT FACTS: | |
| <p>In August of 2018, the District Board of Trustees entered into a contract with Horus Construction Services, Inc. to provide construction management services under a continuing contract for miscellaneous projects for which total construction costs do not exceed \$4,000,000.</p> <p>Amendment No. 03 to the contract is the establishment of a Guaranteed Maximum Price (GMP) in the amount of \$1,397,287 for the renovation of existing space to house ICCE and the Central Duplicating Center in the Library Building (DLRC) located at the Dale Mabry Campus.</p> | |
| ECONOMIC IMPACT: | |
| Funds are provided from the district-wide college projects fund. | |
| OBJECTIVE: | |
| To receive Board approval of Amendment No. 03 to the contract with Horus Construction Services, Inc., establishing a Guaranteed Maximum Price in the amount of \$1,397,287 for the renovation of existing space to house ICCE and the Central Duplicating Center in the Library Building (DLRC) located at the Dale Mabry Campus. | |
| LEGAL AUTHORITY: | |
| COE 6-2.004 FS 287.055 HCC 6HX-10.4.101 | |
| RECOMMENDATION: | |
| The President recommends approval of Amendment No. 03 to the contract with Horus Construction Services, Inc., establishing a Guaranteed Maximum Price in the amount of \$1,397,287 for the renovation of existing space to house ICCE and the Central Duplicating Center in the Library Building (DLRC) located at the Dale Mabry Campus. | |
| Initiator Ben Marshall | Date May 10, 2022 |
| Vice President/Campus President/Director of Human Resources | Date |
| District President  | Date 5/17/22 |

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|--|------------------------|
| RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES | |
| Agenda Number: 8.09 | |
| BACKGROUND AND PERTINENT FACTS: | |
| <p>Pursuant to Florida Administrative Code and Florida Statutes, a Budget Amendment is required to adjust an expenditure class within the budget i.e., personnel costs, current expenses and capital outlay.</p> <p>The adjustments made in Budget Amendment number 3 are to increase the revenue and expenditure budgets by \$1,600,000 for projected revenue and related expenditures in excess of the original budget for Distance Learning.</p> <p>See attachment for detailed explanation of changes to the budget.</p> | |
| ECONOMIC IMPACT: | |
| Increase Unrestricted Current Fund revenue and expenditure budgets by \$1,600,000. | |
| OBJECTIVE: | |
| To obtain Board of Trustees approval for adjustments made in Budget Amendment number 3. | |
| LEGAL AUTHORITY: | |
| Florida State Board of Education Rule 6A-14.0717 (2) (a) Sections 1001.02(9), 1011.01, 1011.30, Florida Statutes | |
| RECOMMENDATION: | |
| The President recommends approval of Budget Amendment number 3. | |
| Initiator | Date 05/11/2022 |
| Vice President/Campus President/Director of Human Resources | Date |
| District President  | Date 5/17/22 |

HILLSBOROUGH COMMUNITY COLLEGE
Explanation of Budget Changes
Unrestricted Current Fund
Budget Amendment No. 3 (FY 2021/2022)
May 25, 2022

| | | Budget Amendment #1 | Budget Amendment #2 | Budget Amendment #3 | Totals |
|--|-----------------------|---------------------------|---------------------------|---------------------------|-----------------------|
| I. AVAILABLE FUNDS | | | | | |
| <u>Unallocated Fund Balance</u> | | | | | |
| Estimated Beginning Fund Balance @ July 1, 2021 | \$ 35,824,368 | | | | \$ 35,824,368 |
| Actual Unallocated Fund Balance @ July 1, 2021 | | | | | |
| | | | | | |
| Fiscal Year 2021-22 Revenue Budget @ July 1, 2021 | \$ 136,377,577 | | | | |
| | | | | | |
| <u>Funds Carried Forward:</u> | | | | | |
| Encumbrances | | 2,350,956 | | | |
| Facilities Rental | | 1,019,824 | | | |
| Indirect Cost Recovery | | 1,721,167 | | | |
| ICCE(Institute for Corporate and Continuing Education) | | 244,379 | | | |
| HEERF Lost Revenue | | 3,000,000 | | | |
| Total Funds Brought Forward @ August 25, 2021 | | | | | 8,336,326 |
| | | | | | |
| <u>Additional Revenue:</u> | | | | | |
| Dale Mabry Facilities Rental | | | 525,240 | | 525,240 |
| | | | | | |
| <u>Revenue:</u> | | | | | |
| Increase in Distance Learning Fee Revenue #3 | | | | 1,600,000 | 1,600,000 |
| Adjusted Revenue Budget @ May 25, 2022 | | | | | \$ 146,839,143 |
| | | | | | |
| TOTAL AVAILABLE FUNDS @ May 25, 2022 | <u>\$ 172,201,945</u> | <u>\$ 8,336,326</u> | <u>\$ 525,240</u> | <u>\$ 1,600,000</u> | <u>\$ 182,663,511</u> |
| | | | | | |
| II. EXPENDITURES | | | | | |
| <u>Personnel Costs @ July 1, 2021</u> | | | | | |
| Indirect Cost Recovery | \$ 100,119,916 | 140,692 | | | 140,692 |
| Cross Category Budget Transfers | | | 959,191 | 77,189 | 1,036,380 |
| Distance Learning Increase #3 | | | | 1,000,000 | 1,000,000 |
| Adjusted Personnel Budget @ May 25, 2022 | | | | | <u>\$ 102,296,988</u> |
| | | | | | |
| <u>Current Expenses @ July 1, 2021</u> | | | | | |
| Adjustments for Funds Carried Forward: | \$ 35,757,661 | | | | |
| Encumbrances | | 2,003,539 | | | |
| Facilities Rental | | 1,019,824 | | | |
| Indirect Cost Recovery | | 1,569,748 | | | |
| ICCE(Institute for Corporate and Continuing Education) | | 244,379 | | | |
| HEERF Lost Revenue | | 3,000,000 | | | 7,837,490 |
| Dale Mabry Facilities Rental | | | 476,920 | | 476,920 |
| Cross Category Budget Transfers | | | (1,197,596) | (116,512) | (1,314,108) |
| Distance Learning Increase #3 | | | | 600,000 | 600,000 |
| Adjusted Current Expenditures @ May 25, 2022 | | | | | <u>\$ 43,357,963</u> |
| | | | | | |
| <u>Capital Outlay @ July 1, 2021</u> | | | | | |
| Adjustments for Funds Carried Forward: | \$ 500,000 | | | | |
| Encumbrances | | 347,417 | | | |
| Indirect Cost Recovery | | 10,727 | | | 358,144 |
| Dale Mabry Facilities Rental | | | 48,320 | | 48,320 |
| Cross Category Budget Transfers | | | 238,405 | 39,323 | 277,728 |
| Adjusted Capital Outlay @ May 25, 2022 | <u>\$ 136,377,577</u> | <u>8,336,326</u> | <u>525,240</u> | <u>1,600,000</u> | <u>\$ 1,184,192</u> |
| | | | | | |
| Total Increase in Expenditures Budget @ May 25, 2022 | | | | | 10,461,566 |
| | | | | | |
| Adjusted Expenditure Budget @ May 25, 2022 | | | | | <u>\$ 146,839,143</u> |
| | | | | | |
| III. TOTAL ESTIMATED FUND BALANCE @ JUNE 30, 2022 | <u>\$ 35,824,368</u> | | | | <u>\$ 35,824,368</u> |
| | | | | | |
| TOTAL ACCOUNTED FOR | <u>\$ 172,201,945</u> | <u>\$ 8,336,326</u> | <u>\$ 525,240</u> | <u>\$ 1,600,000</u> | <u>\$ 182,663,511</u> |

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.10

**INFORMATIONAL ITEM ONLY
MONTHLY FINANCIAL STATEMENTS**

The Board has requested the monthly financial statements be submitted as informational only for their review. The financial statements for the month of April 2022 are included herewith.

LEGAL AUTHORITY:

Sections 1001.64; 1001.65 Florida Statutes

Initiator

Date

Vice President/Campus President/Director of Human Resources

Date

District President

Ken Adwaska

Date

5/17/22