



HCC

**DISTRICT BOARD OF TRUSTEES
BOARD MEETING**

SEPTEMBER 25, 2024

2:00 PM

LOCATION:

HILLSBOROUGH COMMUNITY COLLEGE

SOUTH SHORE CAMPUS

551 24TH ST. N.E.

RUSKIN, FL 33570

HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
AUGUST 21, 2024
SOUTH SHORE CAMPUS
551 24TH STREET NE
RUSKIN, FL 33570

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	1.06 Foundation Report	
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Section 1

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, AUGUST 21, 2024 – 4:00 P.M.
DR. GWENDOLYN W. STEPHENSON
DISTRICT ADMINISTRATION CENTER
4115 NORTH LOIS AVENUE
TAMPA, FL 33614
MINUTES**

1.0 GENERAL FUNCTIONS

1.01 Call to Order

- 1.01.01 Board Chair Watkins passed the gavel to Greg Celestan as the new Board Chair.

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

1.02 Invocation

1.03 Pledge of Allegiance

1.04 Roll Call

- 1.04.01 Board Chair, Greg Celestan administered the Oath of Office to the new Student Trustee, Ms. Lauren Gay.

The following Trustees were in attendance:

- Nancy Watkins
- Greg Celestan
- Chip Diehl
- Brian Lametto
- Lauren Gay

1.05 Welcome to Guests, Staff and Faculty

1.06 Foundation Report

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

- 1.06.01 The Foundation Report was sent to the Board under separate cover and included:

- New gifts and commitments \$6.75M (total for FY 24) up 32% compared to last year.

- 1.06.02 Highlights for FY24:

- Total Net Assets for HCC Foundation: >\$20M
- Awarded over 650 scholarships to students.
- Foundation Operations analyzed by consultant resulting in new procedures.
- Executed ten successful events.
- Fifty-eight percent increase in number of major gifts received (>\$25,000)

- Initiated Major Gift Announcements

1.06.03 Events:

- Scholarship Partners Breakfast, September 13, 2024, Bryan Glazer JCC, 7:30am to 9:00am.
- Hook Line and Sinker Fishing Tournament, October 4, 2024, Hula Bay Club, 7:30am to 3:30pm.
- HCC Golf Classic, November 25, 2024, Tampa Palms Golf & Country Club, 7:30am to 3:30pm.
- Presidential Showcase, April 2, 2025, Armature Works, 6:00pm-9:00pm.

1.07 Faculty, Staff and Student Recognitions

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

- 1.07.01 **HCC received \$385,499** as a sub-recipient of the Louis Stokes B2B Alliance: Tampa Bay Bridge to the Baccalaureate grant. The total award through the National Science Foundation is \$1 million and part of a continuing collaboration between the Dale Mabry Campus mathematics and sciences division, St. Pete College and State College of Florida at Manatee/Sarasota.
- 1.07.02 **Dr. Ken Ray and Dr. Kayla Charles** received an invitation to present at the Annual National Small College Enrollment Conference on July 30 in Charlotte NC. They presented "Enhancing the Student Experience through Continuous Improvement: An integrated approach to Enrollment Management".
- 1.07.03 **Michelle Thompson**, Computer Science Faculty at the Brandon Campus, earned a certification for the Microsoft Office Specialist Associate Badge by passing the Microsoft Office Specialist Associate tests for Microsoft Word 365 apps, Microsoft Excel 365 apps, and Microsoft PowerPoint 365 apps along with successfully completing the Microsoft Word 365 Apps Expert exam.
- 1.07.04 **Dr. Deborah Stephan**, Brandon Campus President, has been asked to serve on the American Council of Education's Bridging the Cliff Innovation Lab Steering Committee which will guide the questions for the next ACE Innovation Lab Convening.

1.08 The Chair recommended adoption of the Agenda, all revisions to the Agenda and approval of all Agenda items marked "**Consent.**"

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

1.09 The President recommended approval of the **June 26, 2024, Board Meeting Minutes.**

Trustee Celestan asked if there were any additions or corrections to the minutes, hearing none, the minutes were approved as drafted.

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 24/FA. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.
- 5.03 The President recommended acknowledgment of **employment separations**.

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- 6.01 The President recommended approval of **HCC's general education course offerings, the reviewed general education inventory spreadsheet, the signing of the certification form to be submitted to the Office of K-20 Articulation by September 1, 2024, and the submission of necessary changes to SCNS.**

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

7.0 INSTITUTIONAL SERVICES

- 7.01 The President recommended approval of the **Foundation's Use of College Resources for the 2024-2025 fiscal year.**

Trustee Lametto made a motion to approve, seconded by Trustee Diehl. 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 Request for Bid #2914-24** to furnish all labor and materials necessary to improve parking lots at the Ybor, Plant City, Brandon, and Southshore Campuses to The Kearney Companies, LLC of Riverview, Florida, as the lowest responsive bidder meeting all required bid specifications for a total cost of \$2,626,263.

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

- 8.02 The President recommended that the Board approve the application for **final payment in the amount of \$90,252.95** to Williams Company Tampa for completion of the new Shell Point Road entry to the SouthShore Campus as reviewed and recommended by Stantec.

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

- 8.03 The President recommended approval of the contract with **Reno Building, LLC dba Reno Boyd Co.**, establishing a Guaranteed Maximum Price in the amount of **\$593,406.00** for interior renovation/remodeling of classrooms (BTEC) at the Brandon Campus.

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

- 8.04 The President recommended approval of **Budget Amendment Number 1**.
Trustee Diehl made a motion to approve, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.
- 8.05 Information Only - Exempt Quarterly Past Purchases.
- 8.06 The President recommended approval to amend the College's May 17, 2022 contract with **Barnes & Noble College Booksellers, LLC of Basking Ridge, NJ** to provide for the transition College-wide to the Barnes & Noble College First Day® Complete Program for student purchases of textbooks and course materials beginning with the Spring 2025 semester.
- There was discussion regarding the condition of the books upon return after rental is completed. The President assured the Board that the clarification from Barnes and Noble would be provided.
- Trustee Watkins moved to postpone approval of the amendment pending clarification of condition of books being returned. Hearing no second to the motion, the motion failed. Trustee Celestan then asked for a motion to approve.
- Trustee Diehl made a motion to approve, seconded by Trustee Lametto. After due discussion and consideration, approval was given by aye vote of three Board members and one dissention.
- Trustee Watkins noted that her no vote was not against the substance of the amendment proposed, but that of the verbiage regarding condition of books returned upon completion of rental.

9.0 ADMINISTRATIVE REPORT

- 9.01 The President reminded the Board that the College is transitioning to the Florida State Healthcare System. Open enrollment will occur in mid-October with a start date of January 1, 2025.
- 9.02 The FinTech Program was approved by the State Board for January 2025 implementation.

10.0 LEGAL REPORT

- 10.01 Rhonda Stringer, new Board Counsel, introduced herself and assured the Board that she and the firm are committed to continuing the level of service that Frazier Carraway provided for all the previous years. She looks forward to working with all.

11.0 HEARING OF BOARD MEMBERS

- 11.01 Trustee Diehl welcomed the new Student Trustee, Lauren Gay. He congratulated the new Board Chair Greg Celestan and thanked the outgoing Chair Nancy Watkins.
- 11.02 Trustee Lametto welcomed the new Student Trustee and thanked Trustee Watkins for her service as Chair to the Board.
- 11.03 Trustee Celestan welcomed the new Student Trustee and thanked Trustee Watkins for her service to the Board as Chair.

11.04 Trustee Watkins welcomed our new Student Trustee and also welcomed Rhonda Stringer. She also mentioned the layout of the current Board dais and how it is situated. The positioning of the dais and the speaker podium make it difficult to see the audience. Previously, there were discussions of raising the dais in order to be able to view the audience beyond the presenter podium. The President stated that we will look into her request to alter the position of the Board dais.

12.0 ADJOURNMENT

There being no further business, the meeting was adjourned at 4:52 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 (2024 – 2025). 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. Each full-time employee will be compensated in accordance with the Board-approved Salary Schedule.

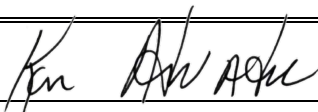
Initiator

Date

Vice President/Campus President/Exec Dir of Human Resources

Date

District President



Date

9/19/24

1-0-024 (2/04)

FULL-TIME APPOINTMENTS
SEPTEMBER 25, 2024 BOARD MEETING

FACULTY

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>START DATE</u>
Akhras, Noor*	English for Academic Purposes Instructor	Ybor City	08/19/24
Bean, Paul*	Librarian	Ybor City	08/19/24
Bhandari, Priya*	Computer Science Instructor	Ybor City	08/22/24
Kotaiche, Mohamed*	Financial Technology Instructor	Brandon	08/29/24
Losasso, Michael	Instructor, Basic Year	Dale Mabry	08/19/24
Rogers, James*	Biological Science Instructor	Brandon	08/19/24

STAFF EXEMPT

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>START DATE</u>
Freeman, Susan	Assistant Dean	Plant City	08/29/24
Kelly, Leonardo	Accountant II	District	08/23/24
Raugh, Cynthia	Health Sciences Program Coordinator	Dale Mabry	09/19/24
Taylor, Beth	Student Services Advising Generalist	SouthShore	09/09/24

STAFF NON-EXEMPT

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>START DATE</u>
Abreu, Jesalene	Student Services Support Specialist	Dale Mabry	08/22/24
Hales, Laura*	Staff Assistant II	District	09/12/24
Maharjan BC, Sangita	Test Proctor	Dale Mabry	08/22/24

PROMOTION

<u>NAME</u>	<u>FROM</u>	<u>CAMPUS</u>	<u>TO</u>	<u>CAMPUS</u>	<u>START DATE</u>
Black, Emily	Academic Records Associate	Collaboration	Financial Aid Counselor	Collaboration	08/22/24
Blanco, Audrey**	Project Manager	Dale Mabry	Curriculum Manager	District	09/05/24

*Full-Time Temporary

**Full-Time Temporary/Grant-Funded

Jones, Davion	Tradesworker II	Ybor City	Maintenance Supervisor	Ybor City	09/19/24
Ward-McCaskill, Amaya	Academic Records Associate	Collaboration	Financial Aid Counselor	Dale Mabry	08/22/24

**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 24/FA. 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 (2024-2025). 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 24/FA. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

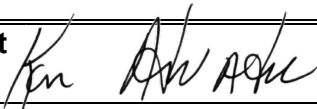
Initiator

Date

Vice President/Campus President/Exec Dir of Human Resources

Date

District President



Date

9/19/24

1-0-024(2/04)

PART-TIME APPOINTMENTS
SEPTEMBER 25, 2024 BOARD MEETING

FACULTY

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>
Coggins, Luke	Adjunct Instructor	Dale Mabry	08/30/24
Elmashoukhy, Samah	Adjunct Instructor	Dale Mabry	08/19/24
Hollins, Anne	Adjunct Instructor	Dale Mabry	09/05/24
Marzo, Fernando	Adjunct Instructor	Brandon	09/09/24
Mensing, Teylar	Adjunct Instructor	Plant City	08/19/24
Paxton, Leilani	Adjunct Instructor	Brandon	08/27/24
Postell, Ursula	Adjunct Instructor	Dale Mabry	08/29/24
Slimani, Houda	Adjunct Instructor	SouthShore	08/27/24
Sutherlin, Gracelynn	Adjunct Instructor	Dale Mabry	08/27/24
Smith, Kathy	Adjunct Instructor	Brandon	08/19/24
Tapias, Donato	Adjunct Instructor	Ybor City	08/19/24
Watson, Jonathan	Adjunct Instructor	SouthShore	08/19/24
Watt, Katherine	Adjunct Instructor	Dale Mabry	08/19/24

NON-FACULTY

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>
Augustin, Jeremiah	Part-Time Advanced Technician	Ybor City	09/03/24
Bibancos Guirao Curimbaba, Felipe	Part-Time Student Assistant	Dale Mabry	08/29/24
Brown, Ellycia	Part-Time Advanced Technician	Brandon	08/26/24
Choi, Hae Jeong	Part-Time Student Assistant	Dale Mabry	08/19/24
Floyd, Darwin	Part-Time Advanced Technician	Dale Mabry	09/09/24
Hernandez, Daniel	Part-Time Instructor, Non-Credit	Ybor City	09/09/24
Kramer, Victoria	Part-Time Technician	Dale Mabry	09/03/24
Lafler, Tristan	Part-Time Advanced Technician	Brandon	09/05/24
Moore, Marissa	Part-Time Advanced Technician	Ybor City	08/23/24
Plummer, Janessa	Part-Time Advanced Technician	Dale Mabry	08/26/24
Rodgers, Jesse	Part-Time Advanced Technician	Brandon	09/05/24
Tucker, April	Part-Time Associate	Ybor City	09/04/24
Veak, Molica	Part-Time Advanced Technician	Brandon	09/09/24
Wa-Mbaleka, Jun Bart	Part-Time Advanced Technician	Dale Mabry	08/27/24

***Temporary/Grant-Funded*

Williams, Cebrena

Part-Time Associate

Ybor City

08/23/24

***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.

Initiator

Date

Vice President/ President/Exec Dir of Human Resources

Date

District President



Date

9/19/24

1-0-024 (2/04)

FULL-TIME SEPARATIONS
SEPTEMBER 25, 2024 BOARD MEETING

RESIGNATION

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
James, Kristina*	Project Manager	District	01/22/24	09/13/24
Rattes, Cristina	Executive Staff Assistant	District	01/04/22	09/06/24
Robinson, Isabella	Client Services Representative	District	11/17/22	09/18/24

RETIREMENT

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
Dobbins, Helen	Accounting Technician	District	08/16/01	09/30/24

DECEASED

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
Bacheller, John	Biology Instructor	Dale Mabry	08/13/09	09/06/24

*Full-Time Temporary

**Full-Time Temporary/Grant-Funded

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.04

BACKGROUND AND PERTINENT FACTS:

Under Florida law, the minimum wage in Florida is required to go up \$1.00 per year until it reaches \$15.00 per hour in 2026. Currently, the Florida minimum wage is \$12.00 per hour and is required to go up to \$13.00 per hour on September 30, 2024. The College previously updated the minimum wage for all full-time employees to exceed the \$15.00 per hour requirement.

This item provides revision to the Salary Schedule for FY 2024-2025 to update minimum wage for **part-time employees** to \$13.00 per hour in accordance with Florida law effective September 30, 2024.

ECONOMIC IMPACT:

Funds used for these items are currently budgeted and estimated to cost \$100,000.

OBJECTIVE:

To provide a revised Salary Schedule for adoption by the Board of Trustees.

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends Board approval of the revised 2024-2025 Salary Schedule.

Initiator

Date

Vice President/ President/Exec Dir of Human Resources

Date

District President



Date

9/19/24



Hillsborough Community College

hccfl.edu
813.253.7000

SALARY SCHEDULES 2024-2025

Approved by the Board of Trustees September 25, 2024

Effective September 30, 2024HCC-District Office

PART-TIME STAFF

PART-TIME STAFF SALARY TABLE

Grade	Job Profile	Hourly Rate	
		Minimum	Maximum
1	Part-Time Assistant	\$ 13.00	\$ 13.00
2	Part-Time Technician	\$ 13.00	\$ 13.00
3	Part-Time Advanced Technician	\$ 13.00	\$ 14.49
4	Part-Time Specialist	\$ 14.34	\$ 19.17
5	Part-Time Associate	\$ 18.95	\$ 25.49
6	Part-Time Professional	\$ 20.60	\$ 41.20
7	Interpreters	\$ 22.66	\$ 37.08
8	Part-Time Advanced Technician	\$ 42.45	\$ 103.00*

*Rates

above \$103 require cabinet level approval

All employees in positions in part-time classes above are paid an hourly rate in accordance with this schedule. Positions must be established prior to hiring or recruiting efforts. The initial hiring wage will be the entry wage for similar work currently being performed. If the work to be performed is not currently being performed the initial wage will be the grade minimum. Amounts over the grade minimum or entry wage for exceptional qualifications of the individual may be granted based upon the formula in effect for full-time hire.

Sign Language Service Providers Hourly Rate Scheduled				
Credentials				
Education/Experience	QA/EIPA3	CIT or CT/EIPA4	NIC or EIPA5	CI & CT/EIPA5
Associate's or 3 years experience	\$22.66	\$25.23	\$30.90	\$33.99
Bachelor's or 6 years experience	\$24.20	\$26.78	\$33.47	\$35.02
Master's or 10 years experience	\$25.75	\$28.32	\$35.02	\$36.05
Doctorate	\$26.78	\$29.87	\$36.05	\$37.08

KEY:

QA - Quality Assurance Certificate (State) **NIC** – National Interpreter Certification

CI - Certificate of Interpreting (National)

CT - Certificate of Transliterating (National)

EIPA - Educational Interpreter Evaluation Level 2 – 5 (State)

Section 6

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 6.01

BACKGROUND AND PERTINENT FACTS:

Course fee modifications presented by the Health Science discipline group were approved through the Academic Affairs Committee process. The proposals were forwarded to the Vice President for Academic Affairs who reviewed the recommendations with the appropriate staff and forwarded the proposals to the College President.

ECONOMIC IMPACT:

The proposed lab fee covers the cost incurred by the College and will not generate a profit. The total fees for the Nuclear Technology AS program will be reduced from \$745 to \$470 per student.

OBJECTIVE:


To strengthen the college curriculum and provide needed lab materials to simulate critical occupational responsibilities.

LEGAL AUTHORITY:

HCC 6HX-10-4.06

RECOMMENDATION:

The President recommends that the Board approve the proposed course fee modifications to be effective SP/25, unless otherwise noted.

Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
District President 	Date 9/19/24

1-0-024(2/04)

Hillsborough Community College
September 2024 BOT

Effective SP/25

NMT 1705L, Nuclear Medicine Lab I

- Increase lab fee from \$94 to \$97 per student.

NMT 1706L, Nuclear Medicine Lab II

- Increase lab fee from \$112 to \$124 per student.

NMT 1804, Nuclear Medicine Practicum I

- Decrease lab fee from \$99 to \$50 per student.

NMT 1814, Nuclear Medicine Practicum II

- Decrease lab fee from \$99 to \$50 per student.

NMT 2824, Nuclear Medicine Practicum III

- Decrease lab fee from \$99 to \$50 per student.

RTE 1597C, Principles of Computed Tomography

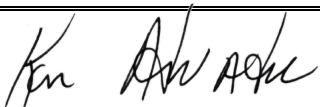
- Decrease lab fee from \$164 to \$49 per student.


RTE 1805, CT Clinical Education I


- Decrease lab fee from \$39 to \$25 per student.

RTE 2815L, CT Clinical Education II

- Decrease lab fee from \$39 to \$25 per student.

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES	
Agenda Number: 6.02	
BACKGROUND AND PERTINENT FACTS:	
<p>Hillsborough Community College is proposing a new Dual Enrollment Articulation Agreement with a local private school, Tampa Torah Academy that will be in effect through July 31, 2029, Various meetings took place between HCC and Tampa Torah Academy to review and develop the articulation agreement which includes Dual Enrollment and Early Admission.</p>	
ECONOMIC IMPACT:	
<p>The economic impact is enrollment dependent. Dual enrollment students do not pay HCC tuition, but the state of Florida reimburses the college at the state's established tuition rate for dual enrollment courses. The articulation agreement has a provision addressing reimbursement to HCC by the school in the event that the state's established fund for private school students does not have sufficient money to fully reimburse HCC at the state's established rate.</p>	
OBJECTIVE:	
<p>To request approval of the Dual Enrollment articulation agreement between Hillsborough Community College and Tampa Torah Academy which includes Dual Enrollment and Early Admission.</p>	
LEGAL AUTHORITY:	
<p>F.S. 1007.22, 1007.271, 1008.30; SBE 6A-10.024, 6A-10.0315, 6A-14.064</p>	
RECOMMENDATION:	
<p>The President recommends that the Board approve the Dual Enrollment Annual Articulation Agreement between Hillsborough Community College and the School Board of Hillsborough County.</p>	
Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
District President 	Date 9/19/24

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES	
Agenda Number: 6.03	
BACKGROUND AND PERTINENT FACTS:	
<p>The current articulation agreement between Hillsborough Community College and Brooks DeBartolo Collegiate High School has reached the end of its term and is currently in an automated renewal year. Hillsborough Community College is proposing a new Dual Enrollment Articulation Agreement that will be in effect through July 31, 2029, Various meetings took place between HCC and Brooks DeBartolo Collegiate High School to review and develop the articulation agreement which includes Dual Enrollment and Early Admission.</p>	
ECONOMIC IMPACT:	
<p>The economic impact is enrollment dependent. Dual enrollment students do not pay HCC tuition, but charter schools reimburse the college for course taken by their students at the tuition rate established by the state of Florida.</p>	
OBJECTIVE:	
<p>To request approval of the Dual Enrollment articulation agreement between Hillsborough Community College and Brooks DeBartolo Collegiate High School which includes Dual Enrollment and Early Admission.</p>	
LEGAL AUTHORITY:	
<p>F.S. 1007.22, 1007.271, 1008.30; SBE 6A-10.024, 6A-10.0315, 6A-14.064</p>	
RECOMMENDATION:	
<p>The President recommends that the Board approve the Dual Enrollment Annual Articulation Agreement between Hillsborough Community College and the School Board of Hillsborough County.</p>	
Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
District President 	Date 9/19/24

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES	
Agenda Number: 6.04	
BACKGROUND AND PERTINENT FACTS:	
<p>The current articulation agreement between Hillsborough Community College and Pivot Charter School has reached the end of its term and is currently in an automated renewal year. Hillsborough Community College is proposing a new Dual Enrollment Articulation Agreement that will be in effect through July 31, 2029, Various meetings took place between HCC and Pivot Charter School to review and develop the articulation agreement which includes Dual Enrollment and Early Admission.</p>	
ECONOMIC IMPACT:	
<p>The economic impact is enrollment dependent. Dual enrollment students do not pay HCC tuition, but charter schools reimburse the college for course taken by their students at the tuition rate established by the state of Florida.</p>	
OBJECTIVE:	
<p>To request approval of the Dual Enrollment articulation agreement between Hillsborough Community College and Pivot Charter School which includes Dual Enrollment and Early Admission.</p>	
LEGAL AUTHORITY:	
<p>F.S. 1007.22, 1007.271, 1008.30; SBE 6A-10.024, 6A-10.0315, 6A-14.064</p>	
RECOMMENDATION:	
<p>The President recommends that the Board approve the Dual Enrollment Annual Articulation Agreement between Hillsborough Community College and the School Board of Hillsborough County.</p>	
Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
District President 	Date 9/19/24

Section 7

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 7.01

BACKGROUND AND PERTINENT FACTS:

Pursuant to the state law, the Hillsborough Community College Foundation’s annual Audit for the Fiscal Year 2023-2024 is submitted for the Board’s acceptance. The Board is asked to review and accept the following:

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

ECONOMIC IMPACT:

None

OBJECTIVE:

To submit the Fiscal Year 2023-2024 annual Audit of the Hillsborough Community College Foundation, Inc. to the HCC Board of Trustees for acceptance as required by state law.

LEGAL AUTHORITY:

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

RECOMMENDATION:

The President recommends the Board of Trustees review and accept the annual audit of the Hillsborough Community College Foundation, Inc. for the Fiscal Year 2023-2024.

Initiator

L. Garrett Weddle

Date

09/11/2024

Vice President/Campus President/Director of Human Resources

Date

District President



Date

9/19/24

Section 8

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.01

BACKGROUND AND PERTINENT FACTS:

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

Once approved, the spending plan will be forwarded to the State Board of Education no later than October 4, 2024.

On June 30, 2024, HCC's carryforward balance was \$41,069,550. The required 7% carryforward is \$13,019,761; therefore, HCC has \$28,049,789 in carryforward balance in excess of the 7%.

The carryforward spending plan proposed by the administration is attached.

ECONOMIC IMPACT:

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

OBJECTIVE:


To obtain Board approval for the carryforward spending plan.

LEGAL AUTHORITY:

FS 1013.841

RECOMMENDATION:

The President recommends Board approval of the carryforward spending plan.

Initiator Bethoria Paige – Director of Finance and Budget	Date 9/10/2024
Vice President/Campus President/Director of Human Resources	Date
District President 	Date 9/19/24

Hillsborough Community College

Certified Fund Balance

Fiscal Year 2023-24

Account Title	GL	Fund Balance Unrestricted
Reserve for Performance Based Incentive Funds	30200	\$ -
Reserved for Academic Improvement Trust Funds	30300	\$ -
Reserved for Other Required Purposes	30400	\$ -
Reserved for Staff & Program Development	30500	\$ -
Reserved for Student Activities Funds	30600	\$ -
Reserved for Matching Grants	30700	\$ -
Fund Balance - Board Designated	30900	\$ 8,093,778.00
Fund Balance - College	31100	\$ 32,975,771.69
Total Unallocated Fund Balances		\$ 41,069,549.69
Funds Available		\$ 185,996,586.24
College's Reserve Requirement %		7%
Reserve Requirement		\$ 13,019,761.04
Amount Requiring Spending Plan		\$ 28,049,789

Hillsborough Community College
 2024-25 Florida College System Carryforward Spending Plan
 Pursuant to 1013.841, Florida Statutes
 July 1, 2024

Line Item #	Carryforward Spending Plan Category	Specific Expenditure/Project Title	Carryforward Amount Budgeted for Expenditure During FY 2024-25	Project Timeline			Comments/Explanations
				Total # Years of Expenditure per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)	
1.	(g) Commitment to contingency reserve related to state declared emergency	To supplement 7% required reserves in case of state declared emergency	20,549,789	4	1	2028	This will fund 48 days of operations at the current rate of \$420,716 per day.
2.	(e) Operating expenditures	To supplement costs for the transition to mandated State health insurance	7,500,000	1	1	2025	This will cover one-time costs associated with ending existing health care contracts and to fulfill the financial obligations associated with transitioning to People First.
3.	Select Category						
4.	Select Category						
5.	[Create your own category]						

Total as of July 1, 2024: *	\$ 28,049,789
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Amount Requiring Spending Plan	\$ 28,049,789
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RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.02

**INFORMATION ITEMS 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 June 2024.

LEGAL AUTHORITY:
Sections 1001.64; 1001.65 Florida Statutes

Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
District President 	Date 9/19/24

1-0-024(2/04)