



## **AGENDA**

### **COMMITTEE OF THE WHOLE OF THE BOARD OF TRUSTEES**

**April 3, 2024  
4:00 PM**

**3100 Main Street, 2nd Floor Auditorium, Houston, Texas 77002**

**NOTICE OF A MEETING OF THE  
*Committee of the Whole*  
OF THE BOARD OF TRUSTEES**

**HOUSTON COMMUNITY COLLEGE**

**April 3, 2024**

Notice is hereby given that a Meeting of the Committee of the Whole of the Board of Trustees of Houston Community College will be held on Wednesday, April 3, 2024 at 4:00 PM, or after, and from day to day as required, at 3100 Main Street, 2nd Floor Auditorium, Houston, Texas 77002. The items listed in this Notice may be considered in any order at the discretion of the Committee Chair and items listed for closed session discussion may be discussed in open session and vice versa as permitted by law. Actions taken at this Meeting do not constitute final Board action and are only Committee recommendations to be considered by the Board at the next Regular Board meeting.

**I. Call to Order**

- A. Opportunity for Public Comments

**II. Topics For Discussion and/or Action:**

- A. Tuition and Fees for Continuing Education Units (CEU) and Non-Credit (NCR) Classes
- B. Monthly Investment Reports, Financial Statements and Budget Review for January and February 2024
- C. Report on FY2025 Budget Development - Board Budget Workshop #4: Overview of Preliminary Operating Budget
- D. Update of the Strategic Plan

**III. Adjournment to closed or executive session pursuant to Texas Government Code Sections 551.071; 551.072 and 551.074, the Open Meetings Act, for the following purposes:**

**A. Legal Matters**

Consultation with legal counsel concerning pending or contemplated litigation, a settlement offer, or matters on which the attorney's duty to the System under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws.

**B. Personnel Matters**

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer, employee or board member to hear complaints or changes against an officer, employee or board member unless the officer, employee or board member who is the subject of the deliberation or hearing requests a public hearing.

**C. Real Estate Matters**



Deliberate the purchase, exchange, lease, or value of real property for Agenda items if deliberation in an open meeting would have a detrimental effect on the position of the System in negotiations with a third person.

#### **IV. Additional Closed or Executive Session Authority:**

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning:

Section 551.071 - For the purpose of a private consultation with the Board's attorney about pending or contemplated litigation, a settlement offer, or matters on which the attorney's duty to the System under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws.

Section 551.072 - For the purpose of discussing the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.073 - For the purpose of considering a negotiated contract for a prospective gift or donation to the System if deliberation in an open meeting would have a detrimental effect on the position of the System in negotiations with a third person.

Section 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer, employee or board member to hear complaints or changes against an officer, employee or board member unless the officer, employee or board member who is the subject of the deliberation or hearing requests a public hearing.

Section 551.076 - To consider the deployment, or specific occasions for implementation of security personnel or devices, or a security audit.

Section 551.082 - For the purpose of considering discipline of a student or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing, unless an open hearing is requested in writing by a parent or guardian of the student or by the employee against whom the complaint is brought.

Section 551.084 - For the purpose of excluding a witness or witnesses in an investigation from a hearing during examination of another witness in the investigation. Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

A. The open meeting covered by this Notice upon the reconvening of the public meeting, or

B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

**V. Reconvene in Open Meeting**

**VI. Adjournment**

### **CERTIFICATE OF POSTING OR GIVING NOTICE**

On this **29th day of March 2024**, this Notice was posted at a place convenient to the public and readily accessible at all times to the general public at the following locations: (1) the HCC Administration Building of the Houston Community College, 3100 Main, First Floor, Houston, Texas 77002 and (2) the Houston Community College's website: [www.hccs.edu](http://www.hccs.edu).

Posted By:

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Sharon R. Wright  
Director, Board Services

# ACTION ITEM

**Meeting Date:** April 3, 2024

**Topics For Discussion and/or Action:**

ITEM #	ITEM TITLE	PRESENTER
A.	Tuition and Fees for Continuing Education Units (CEU) and Non-Credit (NCR) Classes	Dr. Margaret Ford Fisher Dr. Norma Perez Dr. Madeline Burillo-Hopkins

## RECOMMENDATION

Approve tuition and fees as presented in the attached schedule to be offered at HCC during the 2024-2025 academic year and authorize the Chancellor, or her designee, to establish tuition and fees for any new CEU or NCR courses that may be offered in the 2024-2025 academic year based on the then current market rate.

## COMPELLING REASON AND BACKGROUND

- The Texas Education Code (TEC Section 130.084) requires that each community college annually present to their board tuition and fees for approval. The Houston Community College Board of Trustees approves continuing education courses tuition and fees annually. Based on Guidelines for Instructional Programs in Workforce Education (GIPWE), an Institution's governing body must approve or ratify changes in tuition rates at least annually. It further states that the board "may delegate interim authority for establishment of tuition and fees."
- Attached is a comprehensive list of all CEU and NCR Courses currently offered at HCC with the corresponding tuition and fees. There are no tuition fees increases being requested for 2024-2025. The list reflects courses that were approved the prior year and new additions.
- Annually the Board of Trustees approves HCC's Tuition and Fees including the Schedule of Continuing Education Units and Non-Credit Tuition and Fees.
- In pricing these programs, the Centers of Excellence consider all of the following for each CEU course:
  - all direct costs, indirect costs, and expected enrollments;
  - industry market-based pricing,
  - and pricing is benchmarked against the cost of our competitors.
- CEU and NCR rates remain competitive among our local community college peers.
- New Tuition and Fees for newly created courses during the course of the year will be set at the market rate. Any new CEU and NCR courses will be ratified by the Board of Trustees during the next annual CEU/NCR Tuition and Fees review.

## FISCAL IMPACT

None. Tuition and fees will remain the same as the previous year.

## LEGAL REQUIREMENT

N/A

## STRATEGIC ALIGNMENT

*1. Student Success, 4. Community Investment*

### ATTACHMENTS:

Description	Upload Date	Type
2024-2025 CEU Tuition and Fees Proposal	3/4/2024	Attachment

### This item is applicable to the following:

Central, Coleman, Northeast, Northwest, Southeast, Southwest, District

**Continuing Education Course Pricing Proposal (CEU)**  
**Academic Year 2024 - 2025**  
**7251, 7252, 7253, 7254**

Area	Subject	Catalog	HCC Course Title	WECM title	Contact Hours	Tuition	Fees for 3rd Party Expenses	Total Course Cost
ATCP - Teacher Certification	ATCP	1070	Cognitive Development, Literacy Strategies and Special Education	Cognitive Development, Literacy Strategies and Special Education	48	\$422		\$422
ATCP - Teacher Certification	ATCP	1071	Pre-service Field Observation	Pre-service Field Observation	32	\$422		\$422
ATCP - Teacher Certification	ATCP	1072	Content Preparation	Content Preparation	48	\$422		\$422
ATCP - Teacher Certification	ATCP	1073	Pedagogy for Curriculum and Instruction	Pedagogy for Curriculum and Instruction	48	\$422		\$422
ATCP - Teacher Certification	ATCP	2070	Science of Teaching Reading	Science of Teaching Reading	48	\$422		\$422
ATCP - Teacher Certification	ATCP	2072	Professional Practices in an Educational Environment	Professional Practices in an Educational Environment	48	\$422		\$422
ATCP - Teacher Certification	ATCP	2073	Teaching Second Language Learners	Teaching Second Language Learners	48	\$422		\$422
ATCP - Teacher Certification	ATCP	2074	Foundations of Reading	Foundations of Reading	24	\$422		\$422
ATCP - Teacher Certification	ATCP	2076	Internship I	Internship I	48	\$422		\$422
ATCP - Teacher Certification	ATCP	2078	Internship II	Internship II	48	\$422		\$422
Automotive	AUMT	1005	Introduction to Automotive Technology	Introduction to Automotive Technology	64	\$395		\$395
Business	ACNT	1003	Introduction to Accounting	Introduction to Accounting I	48	\$209		\$209
Business	ACNT	1013	QuickBooks	Computerized Accounting Applications	48	\$595		\$595
Business	BMGT	1013	Principles of Purchasing	Principles of Purchasing	48	\$275		\$275
<b>RROC - Business</b>	<b>BMGT</b>	<b>1021</b>	<b>Introduction to Project Management for Crisis-Ready Professionals -RCOE</b>	<b>Information &amp; Project Management</b>	<b>48</b>	<b>\$499</b>		<b>\$499</b>
Business	BMGT	1077	Lean Six Sigma Green Belt	Lean Six Sigma Green Belt	48	\$1,525		\$1,525
Business	BMGT	1078	Retail Industry Fundamentals	Retail Industry Fundamentals	10	\$99		\$99
Business	BMGT	1079	Business of Retail	Business of Retail	16	\$135		\$135
Business	BMGT	1009	Project Management Basic	Information & Project Management	48	\$499		\$499
Business	BMGT	1094	PeopleSoft Applications, Intermediate Human Resources	Special Topics in Office Supply & Mgmt.	80	\$259		\$259
Business	BMGT	1095	PeopleSoft Applications, Operations Management	Special Topics in Operational Mgmt. & Supervision	80	\$259		\$259
Business	BMGT	2005	Advanced Communications in Management/PeopleSoft Applications	Advanced Communications in Management	64	\$275		\$275
Business	BMGT	2006	Project Management Professional (PMP) Exam Prep	General Business & Leadership	35	\$995		\$995
Business	BMGT	1070	Introduction to HR/PeopleSoft Applications	Introduction to HR/PeopleSoft Applications	80	\$275		\$275
Business	BMGT	1071	Intermediate HR/PeopleSoft Applications	Intermediate HR/PeopleSoft Applications	80	\$275		\$275
Business	BMGT	2031	PeopleSoft Applications, Total Quality Management	Prin. of Quality Management	80	\$258		\$258
Business	BUSG	1001	Introduction to Business	Introduction to Business	48	\$275		\$275
Business	BUSG	1008	Small Business Management	Small Business Management	20	\$145		\$145
Business	BUSG	1091	Mental Health First Aid Training for Business Professionals (AKA Partnership)	Special Topics in Business, General	8	\$50		\$50
Business	CNSE	1003	Forklift Technician	Forklift Operator Certification	7	\$85		\$85
<b>RROC - Business</b>	<b>HMSY</b>	<b>2028</b>	<b>Maximize Resilience with Business Continuity Planning -(RCOE)</b>	<b>Emergency Management Continuity</b>	<b>40</b>	<b>\$499</b>		<b>\$499</b>
Business	HRPO	1000	Understanding the Human Resources Function	Understanding the Human Resources Function	8	\$189		\$189
Business	HRPO	1071	Employee Compensation Packages	Employee Compensation Packages	8	\$189		\$189
Business	HRPO	1072	Relationships Between Organizations and its People	Relationships Between Organizations and its People	8	\$189		\$189
Business	HRPO	1073	Developing and Strengthening Organizations	Developing and Strengthening Organizations	8	\$189		\$189
Business	HRPO	1074	Personnel Recruiting and Management	Personnel Recruiting and Management	8	\$189		\$189
Business	HRPO	2030	PHR/SPHR Exam Prep	PHR/SPHR Exam Prep	32	\$515		\$515
Business	LMGT	1019	Introduction to Logistics	Introduction to Logistics	48	\$395		\$395
Business	LMGT	1093	Certified Logistics Associate	S/T in Logistics and Materials Management	16	\$145		\$145
Business	LMGT	2002	Certified Logistics Technician	Specialized Training in Logistics and Matt. Mgmt.	32	\$205		\$205
Business	LMGT	1019	Introduction to Business Logistics	Introduction to Business Logistics	48	\$275		\$275
Business	LMGT	1023	Domestic & International Transportation Management	Domestic & International Transportation Management	48	\$275		\$275
Business	LMGT	1025	Warehouse and Distribution Center Management	Warehouse and Distribution Center Management	48	\$275		\$275
Business	LMGT	1021	Logistics CLA and CLT	Introduction to Materials Handling	48	\$555		\$555
Business	LMGT	1021	Introduction to Materials Handling (Mirror SCH)	Introduction to Materials Handling	48	\$259		\$259
Business	LMGT	1070	Certified Logistics Associate (Mirror SCH)	Certified Logistics Associate	32	\$225		\$225
Business	LMGT	1071	Certified Logistics Technician (Mirror SCH)	Certified Logistics Technician	32	\$225		\$225
Business	LGLA	1005	Mediation	Mediation	40	\$749		\$749

**Continuing Education Course Pricing Proposal (CEU)**  
**Academic Year 2024 - 2025**  
**7251, 7252, 7253, 7254**

Business	LGLA	1045	Civil Litigation	Civil Litigation	48	\$275		\$275
Business	LGLA	1051	Contracts	Contracts	48	\$275		\$275
Business	LGLA	1055	Family Law	Family Law	48	\$275		\$275
Business	LGLA	2003	Torts & Personal Injury Law	Torts & Personal Injury Law	48	\$275		\$275
Business	LGLA	2013	Criminal Laq & Procedures	Criminal Law & Procedures	48	\$275		\$275
Business	LGLA	2071	United States Law	United States Law	16	\$155		\$155
Business	LGLA	2072	Legal Studies I	Legal Studies I	16	\$155		\$155
Business	LGLA	2073	Legal Studies II	Legal Studies II	16	\$155		\$155
Business	LGLA	2074	Legal Studies III	Legal Studies III	16	\$155		\$155
Business	LGLA	2075	Paralegal Composition	Paralegal Composition	16	\$155		\$155
Business	LGLA	2076	Intro to Texas Law	Intro to Texas Law	16	\$155		\$155
Business	LGLA	2077	Intermediate Texas Law	Intermediate Texas Law	16	\$155		\$155
Business	LGLA	2078	Advanced Texas Law	Advanced Texas Law	16	\$155		\$155
Business	MRKG	1000	Customer Service and Sales	Customer Service	20	\$155		\$155
Business	MRKG	1000	Customer Service and Sales	Customer Service	48	\$209		\$209
Business	NAUT	1005	Introduction to Ships & Shipping	Introduction to Ships and Shipping	48	\$275		\$275
Business	POFT	1012	Business Writing	Business Writing	36	\$275		\$275
Business	POFT	1025	Business Math Using Technology	Business Math Using Technology	48	\$275		\$275
Business	POFT	1070	Introduction of Office Technology	Introduction to Office Technology	48	\$275		\$275
Business	ITSW	1030	Intro to Email & Calendaring Software	Email & Calendaring Software	12	\$79		\$79
Business	POFI	1004	Computer Fundamentals	Computer Fundamentals	48	\$309		\$309
Business	POFT	1049	Administrative Office Procedures	Administrative Office Procedures	48	\$309		\$309
Business	POFI	1001	Computer Applications I	Computer Applications I	80	\$275		\$275
Business	INSR	1001	Commercial Insurance	Commercial Insurance	48	\$275		\$275
Business	INSR	1005	Personal Insurance	Personal Insurance	48	\$275		\$275
Business	INSR	1091	Special Topics in Insurance	Special Topics in Insurance	16	\$119		\$119
Business	INSR	1009	Principles of Insurance	Principles of Insurance	48	\$275		\$275
Business	INSR	1092	Multi-line Insurance Sales & Marketing	Special Topics in Insurance	48	\$275		\$275
Business	INSR	1017	Insurance Customer Service Representative	Insurance Customer Service Representative	32	\$199		\$199
Business	ITSC	1012	Basic Computer Concepts	Beginning Computers	20	\$145		\$145
Business	RELE	1000	Promulgated Contract Forms: Texas	Contract Forms and Addenda	30	\$179		\$179
Business	RELE	1001	Principles of Real Estate I	Principles of Real Estate I	32	\$199		\$199
Business	RELE	1038	Principles of Real Estate II	Principles of Real Estate II	32	\$199		\$199
Business	RELE	1002	Principles of Real Estate I: Texas	Principles of Real Estate I (Texas specific)	30	\$179		\$179
Business	RELE	1039	Principles of Real Estate II: Texas	Principles of Real Estate II (Texas specific)	30	\$179		\$179
Business	RELE	1011	Law of Contracts	Law of Contracts	32	\$179		\$179
Business	RELE	1012	Law of Contracts: Texas	Law of Contracts (Texas specific)	30	\$179		\$179
Business	RELE	1019	Real Estate Finance	Real Estate Finance	32	\$179		\$179
Business	RELE	1020	Real Estate Finance: Texas	Real Estate Finance (Texas specific)	30	\$179		\$179
Business	RELE	2001	Law of Agency	Law of Agency	32	\$179		\$179
Business	RELE	2002	Law of Agency: Texas	Law of Agency (Texas specific)	30	\$179		\$179
Business	TRAI	1071	Technology for Translation and Interpretation	Technology for Translation and Interpretation	48	\$275		\$275
Business	TRAI	1071	Fundamentals of Theory & Practice of Translation & Interpretation	Fundamentals of Theory & Practice of Translation & Interpretation	48	\$275		\$275
Business	TRAI	1072	Writing, Editing & Revising for Translation	Writing, Editing & Revising for Translation	48	\$275		\$275
Business	TRAI	1072	Terminology Management & Research	Terminology Management & Research	48	\$275		\$275
Business	TRAI	2072	Introduction to Interpreting II (Medical Mirror)	Introduction to Interpreting II Medical	48	\$275		\$275
Business	TRAI	2079	Introduction to Interpreting I (Legal) (Mirror)	Introduction to Interpreting I (Legal)	48	\$275		\$275
Business	TRAI	2073	Introduction to Interpreting III (Simultaneous) (Mirror)	Introduction to Interpreting III (Simultaneous)	48	\$275		\$275
Community Education	LEAD	2000	IDEAS Academy	Corporate & Community Development w/ Critical Thinking	16	\$69		\$69

**Continuing Education Course Pricing Proposal (CEU)**  
**Academic Year 2024 - 2025**  
**7251, 7252, 7253, 7254**

Commercial Truck Driving	AUMT	2039	Autonomous/ Hybrid/Electric Vehicle Safety and Systems	Automotive Electrical/Electronic System Update	8	\$195		\$195
Commercial Truck Driving	CVOP	1011	Class B Driving Skills	Driving Skills for Transporting Passengers	80	\$1,700		\$1,700
Commercial Truck Driving	CVOP	1013	Professional Truck Driver I	Professional Truck Driver I	126	\$1,575		\$1,575
Commercial Truck Driving	CVOP	1040	Professional Truck Driver II	Professional Truck Driver II	160	\$2,425	\$350	\$2,775
Commercial Truck Driving	CVOP	1091	Commercial Vehicle Class B Training	Special Topics in Truck, Bus and Other Commercial Vehicle Operator	40	\$450		\$450
Computers	AERM	1001	Unmanned Aircraft System Report Pilot In Command (Drone Tech)	Introduction to Aviation	32	\$399		\$399
Computers	AERM	1043	Drone Maintenance	Instruments and Navigation Communication	64	\$695		\$695
Computers	AIRP	1041	Unmanned Aircraft System UAS Technology	Advanced Air Navigation	128	\$1,899		\$1,899
Computers	AIRP	1045	Drone Safety and Flight	Aviation Safety	48	\$525		\$525
Computers	AIRP	1071	Drone Applied Project	Drone Applied Project	64	\$695		\$695
Computers	ACNT	1092	SAP FICO Financial Training	ST/Accounting Technician	48	\$1,899		\$1,899
Computers	ARTC	2005	Google UX Design Certificate - Part II	Digital Imaging II	80	\$25		\$25
Computers	ARTC	1002	Google UX Design Certificate - Part I	Digital Imaging I	80	\$25		\$25
Computers	BMGT	1091	SAP End User Applications	Special Topics in Business Admin. & Mgmt. Gen.	48	\$1,899		\$1,899
Computers	BMGT	1092	SAP Sales and Distribution	Special Topics in Purchase Procurement & Contracts Mgmt.	48	\$1,899		\$1,899
Computers	ITSY	1091	SAP Security	SAP Security	48	\$1,899		\$1,899
Computers	CPMT	1045	Google IT Support Certificate - Part I	Computer Systems Maintenance	72	\$25		\$25
Computers	CPMT	1049	Network+ Fundamentals	Computer Networking Technology	64	\$695		\$695
Computers	CPMT	1049	Network+ Certification contract	Computer Networking Technology	128	\$928		\$928
Computers	CPMT	1049	(Cyber Security Boot Camp) Network+ Fundamentals	Computer Networking Technology	64	\$1,299		\$1,299
Computers	DFTG	1091	PDMS Basic and Functions	Special Topics/Drafting	16	\$525		\$525
Computers	DFTG	1091	PDMS Drawing Production, Advanced	Special Topics/Drafting	16	\$525		\$525
Computers	DFTG	1091	PDMS Drawing Production, Basic	Special Topics/Drafting	24	\$749		\$749
Computers	DFTG	1091	PDMS Equipment	Special Topics/Drafting	24	\$749		\$749
Computers	DFTG	1091	PDMS Piping	Special Topics/Drafting	24	\$749		\$749
Computers	DFTG	1091	PDMS Structural, Advanced	Special Topics/Drafting	16	\$525		\$525
Computers	DFTG	1091	PDMS Structural, Basic	Special Topics/Drafting	24	\$749		\$749
Computers	GISC	1002	ARC GIS Pro	Understanding Geographic Information Systems	64	\$795		\$795
Computers	GISC	1011	Introduction to GIS	GIS Applications	64	\$795		\$795
Computers	HRPO	2005	SAP Human Capital Management (HCM)	Human Resources Information	48	\$1,899		\$1,899
Computers	ITAI	1070	Artificial Intelligence (A.I.) History, Theory, and Platforms	Artificial Intelligence (A.I.) History, Theory, and Platforms	96	\$279		\$279
Computers	ITAI	2077	Introduction to Data Science	Introduction to Data Science	64	\$695		\$695
Computers	ITCC	1014	Cisco CCNA 1: Introduction to Networks	CCNA 1: Introduction to Networks	96	\$845		\$845
Computers	ITCC	1044	Cisco CCNA 2: Switching, Routing, and Wireless Essential	CCNA 2: Switching, Routing, and Wireless Essential	96	\$845		\$845
Computers	ITCC	2020	Cisco CCNA 3: Enterprise Networking, Security, and Automation	CCNA 3: Enterprise Networking, Security, and Automation	96	\$845		\$845
Computers	ITCC	2041	CCNA Security	CCNA Security	64	\$805		\$805
Computers	ITCC	2043	CompTIA Advanced Security Practitioner	CompTIA Advanced Security Practitioner	64	\$1,035		\$1,035
Computers	ITCC	2054	CCNP-Route Implementing IP Routing	CCNP-Route Implementing IP Routing	112	\$1,169		\$1,169
Computers	ITDF	1090	How to Make a Home Security System	Special Topics in Comp & Info Systems Security Info Assurance	64	\$645		\$645
Computers	ITNW	1009	AWS Cloud Foundations	Fundamental of Cloud Computing	48	\$695		\$695
Computers	ITNW	1009	CompTia Cloud Essentials + Certification Training	Fundamentals of Cloud Computing	64	\$695		\$695
Computers	ITNW	1009	AWS Cloud Practitioner	Fundamentals of Cloud Computing	96	\$696		\$696
Computers	ITNW	1013	Cloud + Certification	Computer Virtualization	112	\$928		\$928
Computers	ITNW	1013	Cloud+ Comp Virtualization	Computer Virtualization	64	\$615		\$615
Computers	ITNW	1013	Cloud+ Comp Virtualization (Mirror SCH)	Computer Virtualization	96	\$279		\$279
Computers	ITNW	1016	Google Cyber Security Part 1	Introduction to Network Administration	85	\$25		\$25
Computers	ITNW	1025	Network+ Fundamentals (Mirror SCH)	Fundamentals of Networking	96	\$279		\$279
Computers	ITNW	1036	AWS Cloud Practitioner	Cloud Deployment & Infrastructure Management	64	\$695		\$695
Computers	ITNW	1053	Installing and Configuring Windows Server 2016	Install & Configure Window	64	\$805		\$805
Computers	ITNW	1054	Administering Windows for Server 2016	Administering Windows for Server	64	\$805		\$805
Computers	ITNW	1092	Configuring Advanced Windows Server 2016 Services	Special Topics in Computer Syst Network & Telecom	64	\$805		\$805



**Continuing Education Course Pricing Proposal (CEU)**  
**Academic Year 2024 - 2025**  
**7251, 7252, 7253, 7254**

Computers	ITNW	1092	Build an IoT Smart Raspberry Pi Robot	Special Topics in Computer Syst Network & Telecom	8	\$105		\$105
Computers	ITNW	2027	Advanced Cloud Concepts (CompTia Cloud+Training)	Advanced Cloud Concepts	64	\$695		\$695
Computers	POFI	1004	Computers for Seniors	Computer Fundamentals	30	\$209		\$209
Computers	POFI	1004	Computer Fundamentals	Computer Fundamentals	48	\$359		\$359
Computers	ITSC	1003	C++ Programming, Introduction	Computer Control Language	40	\$559		\$559
computers	ITSC	1003	Applied Data Science	Computer Control Language	48	\$549		\$549
Computers	ITSC	1006	Microsoft Windows, Introduction	Introduction to Computer O.S.	24	\$185		\$185
Computers	ITSC	1007	Linux Fundamentals (Mirror SCH)	Unix Operating System 1	96	\$279		\$279
Computers	ITSC	1008	MS Office Suite, Professionals	Integrated Software App I	64	\$515		\$515
Computers	ITSC	1009	MS Office Suite, Professionals	Integrated Software App I	48	\$359		\$359
Computers	ITSC	1009	Microsoft Word 2019 Core	Integrated Software App I	48	\$359		\$359
Computers	ITSC	1009	Microsoft Excel 2019 Core	Integrated Software App I	48	\$359		\$359
Computers	ITSC	1009	Microsoft PowerPoint 2019 Core	Integrated Software App I	48	\$359		\$359
Computers	ITSC	1009	Microsoft Access 2019 Core	Integrated Software App I	48	\$359		\$359
Computers	ITSC	1009	Microsoft Office Fundamentals	Integrated Software Application I	48	\$359		\$359
Computers	ITSC	1010	STRATA-Introduction to Hardware and Software	Intro Hardware Software Select App	24	\$245		\$245
<b>RROC - Informaiton Technology</b>	<b>ITSC</b>	<b>1015</b>	<b>Resilient Information Technology (IT) Project Management- (RCOE)</b>	<b>Information &amp; Project Management</b>	<b>64</b>	<b>\$695</b>		<b>\$695</b>
Computers	ITSC	1015	IT Project+ Fundamentals	Project Management Software	64	\$695		\$695
Computers	ITSC	1016	(Cyber Security Boot Camp) Linux + Certification	Linux Installation & Configuration	64	\$1,299		\$1,299
Computers	ITSC	1016	Linux + Certification contract	Linux Installation & Configuration	128	\$928		\$928
Computers	ITSC	1025	A+ Certification (Mirror SCH)	Personal Computer Hardware	96	\$279		\$279
Computers	ITSC	1091	Introduction to Artificial Intelligence	Special Topics in Computer and Information Science	64	\$695		\$695
Computers	ITSC	1091	Build a Sneaker Bot Using Raspberry Pi	Special Topics in Computer Info. Science	8	\$99		\$99
Computers	ITSC	1091	C#, Advanced	Special Topics in Computer Info. Science	24	\$435		\$435
Computers	ITSC	1092	Image Reviewer	Image Reviewer	72	\$795		\$795
Computers	ITSC	2031	Microsoft Office Suite Professional, Advanced	Integrated Software Application	48	\$515		\$515
Computers	ITSC	2040	A+ Hardware & Software (CE Certificate)	Hardware and/or Software Selection and Application	72	\$695		\$695
Computers	ITSC	2040	A+ Hardware & Software	Hardware and/or Software Selection and Application	96	\$695		\$695
Computers	ITSC	2040	A+ Hardware & Software	Hardware and/or Software Selection and Application	64	\$695		\$695
Computers	ITSC	2040	(Cyber Security Boot Camp) A+ Certification	Hardware & Software Application	64	\$1,299		\$1,299
Computers	ITSC	2040	A+ Certification contract	Hardware & Software Application	96	\$696		\$696
Computers	ITSC	2041	PC Building 3D Simulation	Hardware & Software Application	36	\$345		\$345
Computers	ITSE	1002	Python Programming	Computer Programming	64	\$695		\$695
Computers	ITSE	1002	Python Programming (Mirror SCH)	Computer Programming	96	\$279		\$279
Computers	ITSE	1004	Python For Data Science	Programming Languages	48	\$549		\$549
Computers	ITSE	1003	C#, Introduction	Special Topics in Computer Info. Science	24	\$435		\$435
Computers	ITSE	1011	Java Script Programming	Beginning Web Programming	64	\$645		\$645
Computers -	ITSE	1033	Apple Swift Programming	Mobile Applications Development	64	\$695		\$695
Computers	ITSE	1042	C#, Intermediate	Special Topics in Computer Info. Science	24	\$435		\$435
Computers	ITSE	1091	SAP Logistics with Materials Management & Production Planning	Special Topics in Computer Programming	48	\$1,899		\$1,899
Computers	ITSE	1091	Swift App Development Certificate Prep 1	Special Topics in Computer Programming	90	\$575		\$575
Computers	ITSE	1092	Swift App Development Certificate Prep 2	Special Topics in Computer Programming	90	\$575		\$575
Computers	ITSE	1092	Applied Machining Learning	Special Topics in Computer Programming	64	\$695		\$695
computers	ITSE	2043	Advanced Mobile Programming (Mirror)	Advanced Mobile Programming	96	\$279		\$279
Computers	ITSE	2059	Python Programming Advanced (Mirror)	Advanced Computer Programming	96	\$279		\$279
Computers	ITSW	1054	Google Data Analytics Certification - Part I	Database File Management	90	\$25		\$25
Computers	ITSW	2037	Google Data Analytics Certification - Part II	Advanced Database	90	\$25		\$25
Computers	ITSY	1000	(Cyber Security Boot Camp) Security+ Certification	Fundamentals of Information Security	64	\$1,299		\$1,299
Computers	ITSY	1000	Security+ Certification	Fundamentals of Information Security	48	\$735		\$735
Computers	ITSY	1000	Security+ Certification	Fundamentals of Information Security	64	\$695		\$695
Computers	ITSY	1000	Fundamentals of Information Security (CompTIA Security+ Certification Training)	Fundamentals of Information Security	64	\$695		\$695
Computers	ITSY	1042	Information Technology Security (Mirror SCH)	Information Technology Security	96	\$279		\$279
Computers	ITSY	1091	Introduction to Blockchain Technology	Special Topics in Information Technology/Security	64	\$635		\$635

**Continuing Education Course Pricing Proposal (CEU)**  
**Academic Year 2024 - 2025**  
**7251, 7252, 7253, 7254**

Computers	ITSY	1091	Introduction to Blockchain Technology (Mirror SCH)	Special Topics in Information Technology/Security	96	\$279		\$279
Computers	ITSY	2000	Google IT Support Certificate	Operating Systems Security	72	\$25		\$25
Computers	ITSY	2001	PenTest+ Certification	Firewalls and Network security Design	64	\$695		\$695
Computers	ITSY	2030	Cyber Security Analyst (CompTia CySA+)	Intrusion Detection	64	\$695		\$695
Computers	ITSY	2030	Intrusion Detection (CompTIA CySA+ Certification Training)	Intrusion Detection	64	\$695		\$695
Computers	ITSY	2042	Google Cyber Security Part 2	Incident Response and Handling	85	\$25		\$25
Computers	ITSY	2043	Cyber Security Analyst (CYSA)	Computer System Forensics	64	\$799		\$799
Computers	ITSY	2043	Cyber Security Analyst CYSA+ Certification	Computer System Forensics	96	\$799		\$799
Computers	POFT	1010	Keyboarding, Basic	Basic Keyboarding	12	\$95		\$95
Computers	POFT	1010	Keyboarding, Basic	Basic Keyboarding	24	\$185		\$185
Computers	POFT	1029	Beginning Keyboarding	Beginning Keyboarding	48	\$359		\$359
Computers	RBTC	1043	Build an IoT Smart Raspberry PI Robot	Robotics	64	\$639		\$639
Computers	RBTC	2045	Retail Floor Cleaning Robot to Work in BUC-EES Store	Robot Application, Set Up and Testing	64	\$639		\$639
Computers	RBTC	1005	Sneaker BOT Basic Raspberry PI Robotics 101	Robotics Fundamentals	64	\$639		\$639
Computers	RBTC	1047	Make a UAV Robot Using Machine Learning and Open CV	Electro-Mechanical Devices	64	\$639		\$639
Computers	SRVY	2009	Drone Mapping	Computer Aided Mapping	64	\$695		\$695
Construction Trades	DFTG	1014	CAD I	Intro to Computer Assisted Drafting and Design	32	\$525		\$525
Construction Trades	DFTG	1040	AutoCAD I	Intro. to Computer Aid Draft	48	\$589		\$589
Construction Trades	DFTG	2011	CAD II	Specialized (CAD) Package	32	\$525		\$525
Construction Trades	DFTG	2004	CAD III	Computer Assisted Drafting and Design II	32	\$525		\$525
Construction Trades	ELMT	1002	Solar Photovoltaic Systems	Solar Photovoltaic Systems	80	\$1,149		\$1,149
Construction Trades	ELMT	1011	Solar Fundamentals	Solar Fundamentals	60	\$499		\$499
Construction Trades	ELPT	1011	Electrical Technician I	Basic Electrical Theory	80	\$599		\$599
Construction Trades	ELPT	1029	Electrical Technician II	Residential Wiring	80	\$599		\$599
Construction Trades	ELPT	1041	Motor Control	Motor Control	80	\$564		\$564
Construction Trades	ELPT	1021	Introduction to Electrical Safety and Tools	Introduction to Electrical Safety and Tools	96	\$799		\$799
Construction Trades	ELPT	1025	National Electrical Code I	National Electrical Code I	40	\$329		\$329
Construction Trades	ELPT	1045	Commercial Wiring	Commercial Wiring	120	\$999		\$999
Construction Trades	ELPT	1091	Intro to Electrical Safety & Tools	Special Topics in Electrical and Power Transmission Installer, General	40	\$50		\$50
Construction Trades	ELPT	2019	Programmable Logic Controllers I	Programmable Logic Controllers I	80	\$775		\$775
Construction Trades	HART	1005	Air Conditioning II	Air Conditioning II	80	\$564		\$564
Construction Trades	HART	1038	Air Conditioning I	Air Conditioning I	80	\$564		\$564
Construction Trades	HART	1041	Air Conditioning, Bilingual	Residential Air Conditioning	160	\$1,128		\$1,128
Construction Trades	PFPB	1013	Introduction to Plumbing	Plumbing Technician I	80	\$599		\$599
Construction Trades	PFPB	1013	Plumbing 2A	Intro. to the Plumbing Trade	72	\$325		\$325
Construction Trades	PFPB	2008	Piping Standards and Materials	Plumbing Technician II	80	\$599		\$599
Construction Trades	PFPB	1019	Plumbing 2B	Commercial Plumbing I	72	\$325		\$325
Construction Trades	PFPB	1021	Plumbing 1B	Plumbing Maintenance & Repair	72	\$325		\$325
Construction Trades	PFPB	1025	Plumbing 1A	Mechanics of Plumbing	72	\$325		\$325
Construction Trades	PFPB	1047	Plumbing 3A	Backflow Prevention	72	\$325		\$325
Construction Trades	PFPB	1053	Plumbing 3B	Commercial Plumbing II	72	\$325		\$325
Construction Trades	PFPB	2036	Plumbing 4A	Comm. Const. & Fixture	72	\$325		\$325
Construction Trades	PFPB	2039	Plumbing 4B	Comm. & Indust. Sys. Start-up	72	\$325		\$325
Construction Trades	CBFM	1007	Stationary Engineering-2nd Grade License Review	Boiler Operation	80	\$545		\$545
Construction Trades	CBFM	1012	Basic Interior Finish	Basic Interior Finish	64	\$600		\$600
Construction Trades	CNBT	1001	Introduction to Construction Industry	Introduction to Construction Industry	72	\$615		\$615
Construction Trades	CNBT	1001	Introduction to Construction Industry (Residential Construction Cert)	Introduction to Construction Industry	64	\$615		\$615
Construction Trades	CNBT	1009	Basic Construction Management	Basic Construction Management	48	\$699		\$699
Construction Trades	CNBT	2044	Construction Management II	Construction Management II	48	\$699		\$699
Construction Trades	CNBT	1011	Construction Methods and Materials I	Construction Methods and Materials I	48	\$499		\$499
Construction Trades	CNBT	1016	Construction Technology I	Construction Technology I	64	\$649		\$649
Construction Trades	CNBT	1050	Construction Technology II	Construction Technology II	64	\$649		\$649

**Continuing Education Course Pricing Proposal (CEU)**  
**Academic Year 2024 - 2025**  
**7251, 7252, 7253, 7254**

Construction Trades	CNBT	1091	Application of VR/AR in Construction Industry	Special Topics in Construction/Building Technology	80	\$459		\$459
Construction Trades	CRPT	1045	Stairs and Interior Finish Systems	Interior Finish Systems	65	\$555		\$555
Construction Trades	CRPT	1041	Exterior Finish Systems	Exterior Finish Systems	48	\$415		\$415
Construction Trades	CRPT	1011	Roof and Ceiling Systems	Roof Systems	72	\$615		\$615
Construction Trades	CRPT	1001	Basic Framing	Basic Framing	48	\$629		\$629
Construction Trades	CRPT	1029	Introduction to Carpentry	Introduction to Carpentry	96	\$899		\$899
Construction Trades	CRPT	1000	Dry Wall Install and Repair Technician	Carpentry Maintenance Skills	16	\$199		\$199
Consumer Arts and Sciences	CHEF	1091	Professional Cooking Part I	S/T in Culinary Arts Chef Training	30	\$225		\$225
Consumer Arts and Sciences	PSTR	1001	Fundamentals of Baking	Fundamentals of Baking	64	\$259		\$259
Education	CDEC	1017	Child Development Associate Training I	Child Development Associate Training I	48	\$345		\$345
Education	CDEC	2022	Child Development Associate Training II	Child Development Associate Training II	48	\$345		\$345
Education	CDEC	2024	Child Development Associate Training III	Child Development Associate Training III	48	\$345		\$345
Engineering	HALT	7071	Texas Certified Landscape Associate	Texas Certified Landscape Associate	36	\$735		\$735
Health	CVTT	1060	Electrocardiography (EKG) Clinical	Clinical-Cardiovascular Tech.	120	\$534	\$12	\$546
Health	CVTT	2000	Phlebotomy Update I	EKG Update	8	\$65		\$65
Health	ECRD	1011	Electrocardiography (EKG)	Electrocardiography	64	\$626		\$626
Health	ECRD	1071	ECG Rhythm Strip Analysis for the Healthcare Professional	ECG Rhythm Strip Analysis for the Healthcare Professional	32	\$263		\$263
Health	ECRD	1072	ECG 12-Lead Fundamentals	ECG 12-Lead Fundamentals	32	\$362		\$362
Health	ECRD	1073	Diagnostic Electrocardiography	Diagnostic Electrocardiography	24	\$172		\$172
Health	EMSP	1050	ECG 12-Lead Interpretation	Intro. 12-Lead Interpretation	24	\$172		\$172
Health	EMSP	1019	Basic Life Support CPR	Basic Life Support CPR	7	\$40		\$40
Health	HITT	1003	Medical Terminology II	Medical Terminology II	48	\$258		\$258
Health	HITT	1005	Medical Terminology	Medical Terminology I	32	\$225		\$225
Health	HITT	1011	Health Information Systems	Health Information Systems	48	\$325		\$325
Health	HITT	1013	Basic Medical Coding	Insurance Coding	48	\$325		\$325
Health	HITT	2000	HIPAA Compliance	Prof. Development: Med Records Tech	8	\$125		\$125
Health	HITT	2046	Advanced Medical Coding	Advanced Medical Coding	48	\$325		\$325
Health	MDCA	1052	Phlebotomy Skills Laboratory	Medical Assistant Laboratory	64	\$365		\$365
Health	MLAB	2032	Seminar in Medical Lab Technology	Seminar in Medical Lab Technology	48	\$159		\$159
Health	MLAB	2038	Advanced Topics in Medical Lab Technician	Advanced Topics in Medical Lab Technician	48	\$159		\$159
Health	NURA	1001	Certified Nurse Aide	Nurse Aide for Health Care	108	\$883	\$12	\$895
Health	NURA	2005	Certified Nurse Aide Review	Nurse Aide Skills	32	\$185		\$185
Health	PLAB	1023	Phlebotomy	Phlebotomy	96	\$955		\$955
Health	PLAB	1060	Phlebotomy Clinical	Phlebotomy Clinical	120	\$543	\$12	\$555
Health	PLAB	1091	Phlebotomy for the Healthcare Professional	ST Phlebotomy/Phlebotomist	40	\$395		\$395
Health	PLAB	2000	Phlebotomy Update I	Phlebotomy Update I	8	\$65		\$65
Health	POFM	1017	Medical Administrative Support	Medical Administrative Support	48	\$325		\$325
Health	POFM	1027	Medical Billing	Medical Insurance	48	\$325		\$325
Health	POFM	2010	Intermediate Medical Coding	Intermediate Medical Coding	48	\$325		\$325
Health	RNSG	1003	Intravenous Therapy	Intravenous Therapy	24	\$295		\$295
Health Professional Institute	CHLT	1091	CHW Cert Prep Advocacy Skill	ST Community Health Liaison	20	\$125		\$125
Health Professional Institute	CHLT	1091	CHW Cert Prep Organization Skills	ST Community Health Liaison	20	\$125		\$125
Health Professional Institute	CHLT	1091	CHW Cert Prep: Communication Skills	ST Community Health Liaison	20	\$125		\$125
Health Professional Institute	CHLT	1091	CHW Cert. Prep. Capacity Building Skills	ST Community Health Liaison	20	\$125		\$125
Health Professional Institute	CHLT	1091	CHW Cert. Prep. Interpersonal Relations Skills	ST Community Health Liaison	20	\$125		\$125
Health Professional Institute	CHLT	1091	CHW Cert. Prep. Knowledge Base on Specific Health Issues.	ST Community Health Liaison	20	\$125		\$125
Health Professional Institute	CHLT	1091	CHW Cert. Prep. Service Coordination Skills	ST Community Health Liaison	20	\$125		\$125
Health Professional Institute	CHLT	1091	CHW Instr. Cert. Prep: Teaching Skills	ST Community Health Liaison	20	\$125		\$125
Health Professional Institute	CHLT	1091	CHW Instructor Cert. Prep Interpersonal Relation Skill	ST Community Health Liaison	20	\$125		\$125

**Continuing Education Course Pricing Proposal (CEU)**  
**Academic Year 2024 - 2025**  
**7251, 7252, 7253, 7254**

Health Professional Institute	CHLT	1091	CHW Instructor Certification Prep: Organization Skills	ST Community Health Liaison	20	\$125		\$125
Health Professional Institute	DHYG	1002	Nitrous Oxide Sedation	Nitrous Oxide Sedation Monitoring	8	\$225		\$225
Health Professional Institute	DHYG	2000	Assessment & Application of Soft-Tissue Laser	Professional Development: Dental Hygiene/Hygienist	12	\$395		\$395
Health Professional Institute	DNTA	2000	Comprehensive Assessment & Application of Pit and Fissure Sealants	Professional Development: Dental Assisting Assistant	9	\$300		\$300
Health Professional Institute	DNTA	2000	Comprehensive Assessment & Application of Coronal Polishing	Professional Development: Dental Assisting Assistant	9	\$300		\$300
Health Professional Institute	DNTA	2000	Registered Dental Asst Course and Exam	Professional Development: Dental Assisting Assistant	8	\$60		\$60
Health Professional Institute	DMSO	1001	Techniques of Medical Sonography	Techniques of Medical Sonography	64	\$625		\$625
Health Professional Institute	HITT	1005	Medical Terminology I	Medical Terminology I	48	\$300		\$300
Health Professional Institute	HITT	1011	Health Information Systems	Health Information Systems	80	\$500		\$500
Health Professional Institute	HITT	1091	ICD-10 Coding for Coders and Billers	ST Health Info. Technology	28	\$400		\$400
Health Professional Institute	HITT	1091	Working with Health IT Systems	S/T Health Info. Technology	45	\$127		\$127
Health Professional Institute	HITT	2011	Configuring EHRs	Configuring EHRs	64	\$400		\$400
Health Professional Institute	HITT	2021	EHR Training Methods	EHR Training Methods	32	\$200		\$200
Health Professional Institute	HPRS	1091	Healthcare Interpreter Training	Special Topics in Health Pro & Related Sciences	50	\$400		\$400
Health Professional Institute	MAMT	2037	Mammography Certification Training	Mammography	48	\$595		\$595
Health Professional Institute	MAMT	2064	Mammography Practicum	Mammography Practicum	160	\$595		\$595
Health Professional Institute	MDCA	1054	Medical Assisting Credentialing Exam Review	Medical Assisting Credentialing	48	\$260		\$260
Health Professional Institute	NURA	1091	Hospice Certif. Prep Course for the Hospice Aid	Nursing Assistant/Aide	60	\$310		\$310
Health Professional Institute	PHRA	1070	Pharmacy IV Admixture Training	Pharmacy IV Admixture Training	22	\$335		\$335
Health Professional Institute	PHRA	1091	Pharmacy IV admixture - CphT	Pharmacy Tech Assistant	22	\$430		\$430
Health Professional Institute	RNSG	1093	Hospice Certif. Prep. for the Registered Nurse	ST/Nursing-Reg. Nurse Training	112	\$310		\$310
Health Professional Institute	SCWK	1091	Child Adv. 1- Persp on Child Maltreat & Child Abuse	ST/Social Work	48	\$200		\$200
Health Professional Institute	SCWK	1091	Child Advocacy 2 - Global Child Advocacy Issues.	ST/Social Work	48	\$200		\$200
Health Professional Institute	SCWK	1091	Introduction to Child Advocacy	ST/Social Work	12	\$155		\$155
Health Professional Institute	SRGT	1091	Professional Readiness	Surgical/Operating Room Tech	32	\$100		\$100
Health Professional Institute	SRGT	2030	Professional Readiness	Professional Readiness	16	\$109		\$109
Health Professional Institute	VNSG	1091	Hospice Certif. Prep. Course for the LVN/LPN	S/Special Topics in Practical Nurse	92	\$310		\$310
Industrial Technology	CBFM	1021	Industrial Scaffolding	Industrial Scaffolding and Rigging	80	\$885		\$885
RROC -Industrial Technology	EMAP	2055	The Ultimate Guide to Safety & Compliance in Disaster Recovery (RCOE)	Disaster Recovery	48	\$405		\$405
Industrial Technology	ENER	1040	Employee Success in Energy	Employee Success in Energy	64	\$705		\$705
Industrial Technology	ENER	1030	Basic Mechanical Skills for Energy	Basic Mechanical Skills for Energy	64	\$1,369		\$1,369
Industrial Technology	PTAC	1008	Safety, Health, and Environment I	Safety, Health, and Environment I	48	\$395		\$395
Industrial Technology	PTRT	1003	Drilling	Drilling	64	\$1,305		\$1,305
Industrial Technology	PTRT	1071	Industrial Leadership	Industrial Leadership	48	\$395		\$395
Industrial Technology	OSHT	1015	OSHA 10 for Construction	Safety and Accident Prevention	10	\$105		\$105
Industrial Technology	OSHT	1015	OSHA 10 for General Industry	Safety and Accident Prevention	10	\$105		\$105
Industrial Technology	OSHT	1007	OSHA 30 for Construction	Construction Site Safety and Health	32	\$315		\$315
Industrial Technology	OSHT	1013	OSHA 30 for General Industry	Accident Prevention, Inspection, and Investigation	32	\$315		\$315
Industrial Technology	OSHT	1071	NCCER Core Introductory Craft Skills	NCCER Core Introductory Craft Skills	75	\$629		\$629
Industrial Technology	EPCT	1053	Hazwoper 40 Hour	Hazardous Materials Technician	40	\$475		\$475
Industrial Technology	EPCT	1015	Basic Water Works Operation	Basic Water Works Operation	20	\$349		\$349
Industrial Technology	EPCT	1025	Basic Wastewater Operations	Bastic Wastewater Operations	20	\$349		\$349
Languages	COMG	1000	Basic English Language Skills	Basic English Language Skills	60	\$260		\$260
Languages	COMG	1001	English Language Skills 1	English Language Skills 1	60	\$260		\$260
Languages	COMG	1004	English Language Skills 2	English Language Skills 2	60	\$260		\$260
Languages	COMG	1005	English Language Skills 3	English Language Skills 3	60	\$260		\$260
Languages	COMG	1007	English Language Skills 4	English Language Skills 4	60	\$260		\$260
Languages	COMG	1008	English Language Skills 5	English Language Skills 5	60	\$260		\$260
Languages	COMG	2073	Grammar Skills Workshop 1	LN/Communications, General	48	\$250		\$250
Languages	COMG	2074	Grammar Skills Workshop 2	LN/Communications, General	48	\$250		\$250
Languages	COMG	1075	Listening & Speaking Skills, Foundation	LN/Communications, General	60	\$260		\$260

**Continuing Education Course Pricing Proposal (CEU)**  
**Academic Year 2024 - 2025**  
**7251, 7252, 7253, 7254**

Languages	COMG	1076	Reading & Writing Skills, Foundation	LN/Communications, General	60	\$260	\$260
Languages	COMG	2076	Listening and Speaking Skills-Advanced Level 1	LN/Communications, General	60	\$260	\$260
Languages	COMG	2070	Listening and Speaking Skills-Intermediate	LN/Communications, General	70	\$275	\$275
Languages	COMG	1077	Listening and Speaking Skills-Introductory	LN/Communications, General	70	\$275	\$275
Languages	COMG	2071	Reading and Writing Skills-Intermediate	LN/Communications, General	70	\$275	\$275
Languages	COMG	1078	Reading and Writing Skills-Introductory	LN/Communications, General	70	\$275	\$275
Languages	COMG	1071	Practical Language Application 1	LN/Communications, General	20	\$87	\$87
Languages	COMG	1072	Practical Language Application 2	LN/Communications, General	20	\$87	\$87
Languages	COMG	1073	Practical Language Application 3	LN/Communications, General	20	\$87	\$87
Languages	COMG	1074	Practical Language Application 4	LN/Communications, General	20	\$87	\$87
Languages	COMG	1070	Practical Language Application Basic	LN/Communications, General	20	\$87	\$87
Languages	COMG	2075	Pronunciation Skills-Advanced	LN/Communications, General	48	\$250	\$250
Languages	COMG	2072	Pronunciation Skills-Intermediate	LN/Communications, General	48	\$250	\$250
Material Science	WLDG	1007	Welding Using Multiple Processes, Introduction (including Bilingual)	Introduction to Welding	160	\$1,919	\$1,919
Material Science	WLDG	1013	Introduction to Blueprint Reading for Welders	Introduction to Blueprint Reading for Welders	64	\$565	\$565
Material Science	WLDG	1015	Maintenance Welding	Maintenance Welding	40	\$575	\$575
Material Science	WLDG	1034	TIG Welding	Welding, TIG	96	\$789	\$789
Material Science	WLDG	1030	Introduction to Gas Metal ARC Welding - Robotics	Introduction to Gas Metal Arc Welding	96	\$895	\$895
Material Science	WLDG	1035	Pipe Welding, Introduction	Introduction to Pipe Welding	96	\$789	\$789
Material Science	WLDG	2032	Welding Automation - Robotics Welding	Welding Automation	96	\$895	\$895
Material Science	WLDG	2053	Advance Pipe Welding	Advance Pipe Welding	96	\$685	\$685
Material Science	WLDG	1091	Welder Certification/Qualification	S/T in Welding Technologist	10	\$69	\$69
Material Science	PFPB	1008	Basic Pipefitting Skills	Basic Pipefitting Skills	96	\$685	\$685
Material Science	PFPB	2007	Pipe Fabrication and Installation I	Pipe Fabrication and Installation I	96	\$685	\$685
Material Science	PFPB	2008	Pipefitting Standards and Materials	Pipefitting Standards and Materials	64	\$565	\$565
Material Science	PFPB	2010	Intermediate Blueprint Reading for Pipefitters	Intermediate Blueprint Reading for Pipefitters	64	\$565	\$565
Material Science	PFPB	2032	Advance Pipefitting Standards, Specifications, and Installation	Advance Pipefitting Standards, Specifications, and Installation	96	\$685	\$685
Material Science	PFPB	2041	Pipe Fabrication and Installation II	Pipe Fabrication and Installation II	96	\$685	\$685
Material Science	PFPB	1050	Plumbing and Pipefitting Equipment Safety	Plumbing and Pipefitting Equipment and Safety	80	\$569	\$569
Material Science	PFPB	1050	Plumbing & Pipefitting Equipment and Safety	Plumbing & Pipefitting Equipment and Safety	96	\$685	\$685
Material Science	QCTC	1046	Testing and Inspections - Robotic Welding	Testing and Inspections Systems	96	\$895	\$895
Material Science	QCTC	2031	Welding Codes and Standards	Standards	48	\$499	\$499
Material Science	NDTE	2011	Preparation for Certified Welding Inspector Exam	Preparation for Certified Welding Inspector Exam	48	\$499	\$499
Material Science	MCHN	1001	Sheetmetal I	Sheetmetal I	64	\$575	\$575
Material Science	MCHN	1049	Sheetmetal II	Sheetmetal II	64	\$575	\$575
Material Science	MCHN	1053	Sheetmetal III	Sheetmetal III	64	\$615	\$615
Material Science	MCHN	2030	Sheetmetal IV	Sheetmetal IV	64	\$615	\$615
MS & Smart Manufacturing	ARTV	1091	Laser Cutting Ornaments	Special Topics in Visual and Performing Arts	8	\$85	\$85
MS & Smart Manufacturing	ARTV	1091	AutoCad with 3D	Special Topics in Visual and Performing Arts	24	\$415	\$415
MS & Smart Manufacturing	ARTV	1091	SolidWorks with 3D	Special Topics in Visual and Performing Arts	24	\$459	\$459
MS & Smart Manufacturing	ARTV	1091	Introduction to 3D Printing	Special Topics in Visual and Performing Arts	16	\$165	\$165
MS & Smart Manufacturing	ARTV	1091	Advanced 3D Printing	Special Topics in Visual and Performing Arts	24	\$249	\$249
MS & Smart Manufacturing	ARTV	1091	Drawing with Fusion 360 and 3D	Special Topics in Visual and Performing Arts	24	\$265	\$265
MS & Smart Manufacturing	ARTC	1000	CorelDraw w/ Lazer Engraving	Specialized Graphic Application	24	\$199	\$199
MS & Smart Manufacturing	MCHN	1026	Introduction to Computer-Aided Manufacturing (CAM)	Introduction to Computer-Aided Manufacturing (CAM)	96	\$895	\$895
MS & Smart Manufacturing	MCHN	2003	Fundamentals of CNC Machine Controls	Fundamentals of CNC Machine Controls	96	\$895	\$895
MS & Smart Manufacturing	MCHN	2031	Operation of CNC Turning Centers	Operation of CNC Turning Centers	96	\$895	\$895
MS & Smart Manufacturing	MCHN	2034	Operation of CNC Machining Centers	Operation of CNC Machining Centers	96	\$895	\$895
MS & Smart Manufacturing	MCHN	2038	Advanced Computer-Aided Manufacturing (CAM)	Advanced Computer-Aided Manufacturing (CAM)	64	\$895	\$895
MS & Smart Manufacturing	MCHN	1038	Fundamentals of Machine Shop	Basic Machine Shop I	128	\$1,165	\$1,165
MS & Smart Manufacturing	MCHN	1041	Fundamentals of Machine Shop II	Basic Machine Shop II	128	\$1,165	\$1,165

**Continuing Education Course Pricing Proposal (CEU)**  
**Academic Year 2024 - 2025**  
**7251, 7252, 7253, 7254**

MS & Smart Manufacturing	DFTG	1000	Introduction to Solid Works	Specialized Computer-Aided Drafting (CAD)	24	\$359		\$359
MS & Smart Manufacturing	INMT	1005	Introduction to Industrial Maintenance	Introduction to Industrial Maintenance	48	\$555		\$555
MS & Smart Manufacturing	INMT	1011	3D Modeling with 3D Printing	Computer Integrated Manufacturing	48	\$575		\$575
MS & Smart Manufacturing	INMT	1043	Computer Aided Design/Computer Aided Manufacturing	Computer Aided Design/Computer Aided Manufacturing	48	\$575		\$575
MS & Smart Manufacturing	INMT	1045	Computer Numerical Controls	Computer Numerical Controls	48	\$249		\$249
MS & Smart Manufacturing	EPCT	1051	Introduction to Lean Six Sigma in Manufacturing	Quality Assurance and Quality Control	32	\$295		\$295
MS & Smart Manufacturing	MFGT	1091	Manufacturing Project Management of Production Process	Special Topics in Manufacturing Technology/Technician	48	\$429		\$429
MS & Smart Manufacturing	INMT	1091	Special Topics in Manufacturing Technology	Smart Manufacturing Camp (MSSC Contract)	30	\$59		\$59
MS & Smart Manufacturing	EDTC	1090	Special Topics in Education, General	CPT 4.0/CPT+Instructor Training (MSSC Contract)	24	\$1,250		\$1,250
MS & Smart Manufacturing	EDTC	2000	Professional Development: Education, General	CPT+ Instructor Training (MSSC Contract)	16	\$875		\$875
Public Safety: Fire Science	FIRS	1001	Firefighter Certification I	Firefighter Certification I	96	\$285		\$285
Public Safety: Fire Science	FIRS	1003	Firefighter Agility & Fitness	Firefighter Agility & Fitness	32	\$285		\$285
Public Safety: Fire Science	FIRS	1007	Firefighter Certification II	Firefighter Certification II	112	\$285		\$285
Public Safety: Fire Science	FIRS	1013	Firefighter Certification III	Firefighter Certification III	80	\$285		\$285
Public Safety: Fire Science	FIRS	1019	Firefighter Certification IV	Firefighter Certification IV	64	\$285		\$285
Public Safety: Fire Science	FIRS	1023	Firefighter Certification V	Firefighter Certification V	96	\$285		\$285
Public Safety: Fire Science	FIRS	1029	Firefighter Certification VI	Firefighter Certification VI	80	\$285		\$285
Public Safety: Fire Science	FIRS	1033	Firefighter Certification VII	Firefighter Certification VII	112	\$285		\$285
Public Safety: Fire Science	FIRS	1091	Grade Level Live Fire Training	Special Topics in Fire Science/Firefighting	8	\$125		\$125
Public Safety: Fire Science	FIRS	1091	Above Grade Level Live Fire Training	Special Topics in Fire Science/Firefighting	8	\$125		\$125
Public Safety: Fire Science	FIRS	1091	Below Grade Level Live Fire Training	Special Topics in Fire Science/Firefighting	8	\$125		\$125
Public Safety: Fire Science	FIRS	1091	Vehicle Extrication	Special Topics in Fire Science/Firefighting	8	\$79		\$79
Public Safety: Fire Science	FIRS	2050	Hazardous Material Technician	Hazardous Material Technician	80	\$469		\$469
Public Safety: Fire Science	FIRS	2071	Unmanned Aerial System for Public Safety	Unmanned Aerial System for Public Safety	20	\$389		\$389
Public Safety: Fire Science	FIRS	2072	Unmanned Aerial System Capstone	Unmanned Aerial System Capstone	40	\$779		\$779
Public Safety: Fire Science	FIRT	1002	Plans Examiner I	Plans Examiner I	32	\$169		\$169
Public Safety: Fire Science	FIRT	1070	Public Safety Telecommunicator: Fire Service: 911 Emer. Dispatcher	Fire Service Communication	57	\$169		\$169
Public Safety: Fire Science	FIRS	1071	Public Safety Telecommunicator: EMD	Emergency Medical Dispatcher	57	\$169		\$169
Public Safety: Fire Tech	FIRT	2005	Fire Instructor I	Fire Instructor I	112	\$299		\$299
Public Safety: Fire Tech	FIRT	2007	Fire Instructor II	Fire Instructor II	112	\$299		\$299
Public Safety: Fire Tech	FIRT	2059	Fire Instructor III	Fire Instructor III	128	\$349		\$349
Public Safety: Fire Tech	FIRT	1042	Fire Officer I	Fire Officer I	128	\$349		\$349
Public Safety: Fire Tech	FIRT	1043	Fire Officer II	Fire Officer II	128	\$349		\$349
Public Safety: Fire Tech	FIRT	2056	Fire Officer III	Fire Officer III	128	\$349		\$349
Public Safety: Fire Tech	FIRT	2057	Fire Officer IV	Fire Officer IV	128	\$349		\$349
Public Safety: Fire Tech	FIRT	2051	Company Fire Officer	Company Fire Officer	96	\$249		\$249
<b>RROC - Public Safety: Fire</b>	<b>EMAP</b>	<b>2001</b>	<b>Team Building &amp; Communication: Your Crisis-Proof Toolkit - (RCOE)</b>	<b>Leadership and Effective Communication</b>	<b>48</b>	<b>\$595</b>		<b>\$595</b>
Public Safety: Health/EMSP	EMSP	1019	BLS Health Care Provider	CPR Basic Life Support	7.5	\$45		\$45
Public Safety: Health/EMSP	EMSP	1091	S/T in Emergency Medical Technology	S/T in Emergency Medical Technology	10	\$189		\$189
Public Safety: Health/EMSP	EMSP	2000	Methods of Teaching-EMS	Methods of Teaching-EMS	48	\$125		\$125
Public Safety: Law Enforcement	CJLE	1006	Basic Peace Officer I	Basic Peace Officer I	174	\$365		\$365
Public Safety: Law Enforcement	CJLE	1012	Basic Peace Officer II	Basic Peace Officer II	174	\$365		\$365
Public Safety: Law Enforcement	CJLE	1018	Basic Peace Officer III	Basic Peace Officer III	174	\$365		\$365
Public Safety: Law Enforcement	CJLE	1022	Basic Telecommunicator, 911 Dispatcher	Basic Telecommunicator	56	\$229		\$229
Public Safety: Law Enforcement	CJLE	1029	Basic Peace Officer V	Basic Peace Officer V	80	\$169		\$169
Public Safety: Law Enforcement	CJLE	1024	Basic Peace Officer IV	Basic Peace Officer IV	174	\$365		\$365
Public Safety: Law Enforcement	CJLE	1045	Intermediate Crime Scene Investigation	Intermediate Crime Scene Investigation	40	\$299		\$299
Public Safety: Law Enforcement	CJLE	1039	Crisis Intervention Training	Crisis Intervention Training	40	\$159		\$159
Public Safety: Law Enforcement	CJLE	2005	Intermediate Dispatcher, 911 Dispatcher	Intermediate Dispatcher, Communication Officer	24	\$149		\$149
Public Safety: Law Enforcement	CJLE	2025	Crisis Communication, 911 Dispatcher	Crisis Intervention Training	24	\$149		\$149
Public Safety: Law Enforcement	CJLE	2038	Firearms Instructor	Firearms Instructor Course	40	\$279		\$279
Public Safety: Law Enforcement	CJLE	2049	Basic Instructor	Basic Instructor	40	\$299		\$299

**Continuing Education Course Pricing Proposal (CEU)**  
**Academic Year 2024 - 2025**  
**7251, 7252, 7253, 7254**

Public Safety: Law Enforcement	CJSA	1006	Basic Civil Process Course	Civil Process Course	20	\$99		\$99
VAST	COMG	1003	Communication Skills for the Workplace	Communication Skills for the Workplace	39	\$259		\$259
VAST	COMG	1040	Enhancing Workplace Communication	Enhancing Workplace Communication	39	\$259		\$259
VAST	TECM	1013	Occupational Math I	Occupational Math	39	\$259		\$259
VAST	TECM	1013	Occupational Math II	Occupational Math	39	\$259		\$259
VAST	BUSG	1012	Professionalism in the Workplace	Professionalism in the Workplace	39	\$259		\$259
VAST	ITSW	1058	Specialized Computer Applications	Specialized Computer Applications	39	\$259		\$259
VAST	POFI	1024	Word Processing Applications	Word Processing Applications I	39	\$259		\$259
VAST	POFT	1071	Career Exploration	Career Exploration for CTP	39	\$259		\$259
VAST	POFT	1012	Communication Skills for Business & Industry	Communication Skills for Business & Industry	39	\$259		\$259
VAST	POFT	1020	Job Search Skills	Job Search Skills	39	\$259		\$259
VAST	POFT	1006	Job Search & Employment Skills	Job Search & Employment Skills	39	\$259		\$259
VAST	BMGT	1096	Retail Training	Special Topics in Retailing Operations	15	\$259		\$259
VAST	BUSG	1005	Intro to Customer Service	Introduction to Customer Service	15	\$259		\$259
VAST	ITNW	1007	Internet Basics	Internet, Basic	15	\$259		\$259
VAST	IMED	1002	Web Design	Web Site Creation I	15	\$259		\$259
VAST	PHTC	1004	Digital Photography	Introductory Professional Photography	15	\$259		\$259
VAST	POFT	1004	Business Writing	Business Writing	15	\$259		\$259
VAST	HPRS	1007	Health and Wellness	Health and Wellness Overview	39	\$259		\$259
VAST	HPRS	1007	Health and Wellness (Summer Camp)	Health and Wellness Overview	7.5	\$85		\$85
VAST	FLMC	1002	Event Video Making	Event Videography	39	\$259		\$259
VAST	FLMC	1002	Event Video Making (Summer Camp)	Event Videography	7.5	\$85		\$85
VAST	ARTC	1051	Digital Creative Art	Graphic Design Media Techniques	39	\$259		\$259
VAST	ARTC	1051	Digital Creative Art (Summer Camp)	Graphic Design Media Techniques	7.5	\$85		\$85
VAST	BMGT	1004	Workplace Critical Thinking & Problem Solving	Workplace Critical Thinking & Problem Solving	39	\$259		\$259
VAST	BUSG	1024	How to Start A Business	How to Start A Business	39	\$259		\$259
Visual & Performing Arts	ARTC	1091	Digital Imaging I (AISD)	Digital Imaging I	16	\$115		\$115
Visual & Performing Arts	RTVB	1091	Film & Video Editing (AISD)	S/T in Radio & Television Broadcasting	16	\$79		\$79

**New courses since last Board Approval 05/03/2023**

Includes new courses and course changes added after 05/03/2023



**Continuing Education Course Pricing Proposal (NCR)**  
**Academic Year 2024 - 2025**  
**6251, 6252, 6253**

Area	Subject	Catalog	HCC Course Title	Contact Hours	Total Course Cost
Automotive	CEC	1067	Auto Fuel Systems Service	16	\$129
Automotive	CEC	1068	Auto Power Steering Systems Service	16	\$129
Automotive	CEC	1069	Auto Cooling Systems Service	16	\$129
Automotive	CEC	1070	Auto Engine Systems & Oil Service	16	\$129
Automotive	CEC	1071	Auto Trans-axles Transmission Systems Service	16	\$129
Automotive	CEC	1072	Auto Brake Systems Service	16	\$129
MS & Smart Manufacturing	CEC	7159	Introduction to Fabrication Lab	open lab	\$75
MS & Smart Manufacturing	CEC	7158	3D Dimensional Love	4	\$75
Community Learning	CEC	0966	Adult Ballroom Dancing	6	\$139
Community Learning	CEC	0901	Adult Country & Western Dancing	6	\$139
Community Learning	CEC	0902	Adult Tap	17	\$139
Community Learning	CEC	0903	Adult Jazz	17	\$139
Community Learning	CEC	0904	Middle Eastern Belly Dancing I	17	\$139
Community Learning	CEC	0905	Teen Tap	17	\$139
Community Learning	CEC	0906	Middle Eastern Belly Dancing II	17	\$139
Community Learning	CEC	0907	Teen Ballet	17	\$139
Community Learning	CEC	0908	Scrapbooking Workshop	2	\$25
Community Learning	CEC	0909	Strong People Strong Bodies Workshop	21	\$25
Community Learning	CEC	0910	Youth Strength and Technique Conditioning Workshop 12+	8	\$89
Community Learning	CMED	1110	Adult Ballet for Exercise	14	\$139
Community Learning	CMED	1110	Youth Ballet	14	\$149
Community Learning	CMED	1110	Teen Ballet/Pointe (11 y.o. +)	9	\$89
Community Learning	CMED	1110	Youth Ballet (5-7 y.o.)	9	\$89
Community Learning	CMED	1110	Youth Ballet (8-11 y.o.)	9	\$89
Community Learning	CMED	1111	Yoga: Meditation and Movement	17.5	\$175
Community Learning	CMED	1112	Flamenco I	14	\$139
Community Learning	CMED	1112	Flamenco II	9	\$89
Community Learning	CMED	1113	Adult Tap I	14	\$139
Community Learning	CMED	1113	Youth Tap	14	\$149
Community Learning	CMED	1113	Teen Tap (11-15 y.o.)	9	\$89
Community Learning	CMED	1114	Adult Tap II	14	\$139



Community Learning	CMED	1114	Adult Tap II	9	\$89
Community Learning	CMED	1115	Adult Jazz for Exercise	14	\$139
Community Learning	CMED	1115	Adult Jazz for Exercise	14	\$149
Community Learning	CMED	1116	Adult Jazz II	14	\$139
Community Learning	CMED	1116	Adult Jazz II	9	\$89
Community Learning	CMED	1117	Ballroom Dancing	6	\$65
Community Learning	CMED	1118	Country & Western Dance	6	\$65
Community Learning	CMED	1119	Middle Eastern Dance	14	\$139
Community Learning	CMED	1119	Middle Eastern Dance	9	\$89
Community Learning	CMED	1121	Middle Eastern Dance II	9	\$89
Community Learning	CMED	1156	Designing for 3D Printing in Autodesk AutoCAD	8	\$29
Community Learning	CMED	1157	3D Design in Autodesk Tinkercard	8	\$29
Community Learning	CMED	1158	Drawing & Modeling in Autodesk Fusion 360	8	\$29
Community Learning	CMED	1159	Intro to Vector Graphic Design Using Inkscape	8	\$29
Community Learning	CMED	1170	Group Piano	9	\$119
Community Learning	CMED	1171	Group Guitar	9	\$99
Community Learning	CMED	1172	Making Music: Getting Started in Ableton	16	\$99
Community Learning	CMED	1175	Canaan & Tribal Israel in the Egyptian Period	3	\$29
Community Learning	CMED	1176	Israel & Judah in Pre-Exilic Assyrian Period	3	\$29
Community Learning	CMED	1177	The Exile of Judah & Babylonian Period	3	\$29
Community Learning	CMED	1178	Israel After Edict of Cyrus in Persian Period	3	\$29
Community Learning	CMED	1179	Judea & Greeks in Intertestamental Period	3	\$29
Community Learning	CMED	1180	Apostolic Period Under Roman Empire	3	\$29
Community Learning	CMED	1181	Personal Money Management	2	\$19
Community Learning	CMED	1182	How to Improve My Credit	2	\$19
Community Learning	CMED	1183	Prepare for Retirement	2	\$19
Community Learning	CMED	1187	MS Word Basics	12	\$105
Community Learning	CMED	1188	MS Excel Basics	12	\$105
Community Learning	CEC	1284	Creating a Personal Budget in an Excel Spreadsheet	9	\$45
Community Learning	CEC	1294	Teen/Adult Line Dancing Workshop	3	\$50
Community Learning	CEC	1295	Teen Tap Workshop	8	\$89
Community Learning	CEC	1417	Zumba	17	\$139
Community Learning	CEC	1417	Zumba for Kids (5 - 9 y.o.)	9	\$89
Community Learning	CEC	2215	U.S. Citizenship Prep Class	24	\$25
Community Learning	CEC	2402	Youth Zumba Workshop	8	\$89
Community Learning	CEC	2403	Youth Musical Theater Dance Camp	18	\$89
Community Learning	CEC	2404	Adult Beginner Salsa Dance Workshop	6	\$89
Community Learning	CEC	2433	Art Class	2	\$25
Community Learning	CEC	2438	Cricut Maker & Beyond Workshop	2	\$25

Community Learning	CEC	2515	Yoga	17	\$139
Community Learning	CEC	2577	Basic Conversational Spanish II	6	\$29
Community Learning	CEC	7083	Sports Officiating	24	\$79
Community Learning	CEC	8042	Floral Design Workshop	3	\$25
Community Learning	CEC	8060	Youth Ballet 5-7 Years Old	17	\$139
Community Learning	CEC	8061	Youth Ballet 8-11 Years Old	17	\$139
Community Learning	CEC	8062	Flamenco Dance	17	\$139
Community Learning	CEC	8063	Adult Ballet for Exercise	17	\$139
Community Learning	CEC	8064	Youth Strength and Technique Class	20	\$139
Community Learning	CEC	8065	Fundraising for the Indie Film Workshop	16	\$99
Community Learning	CEC	8066	Acting for Film	12	\$99
Community Learning	CEC	9092	Sewing Essentials	4	\$25
Community Learning	CEC	1779	Kids Summer Camp Space Challenge	35	\$79
Community Learning	CEC	1778	Kids Summer Camp Ecology	35	\$79
Commercial Truck Driving	CEC	9121	Freight Broker Training	8	\$50
Construction Trades	CEC	7093	Fundamentals of Carpentry	40	\$599
Construction Trades	CEC	7094	Fundamentals of Electrical Wiring	40	\$599
Construction Trades	CEC	7095	Fundamentals of HVAC	40	\$599
Construction Trades	CEC	7096	Fundamentals of Plumbing	40	\$599
Consumer Arts & Sciences	CEC	1149	Pastry & Culinary	2	\$39
Consumer Arts & Sciences	CEC	1149	Pastry & Culinary	3	\$49
Consumer Arts & Sciences	CEC	1149	Pastry & Culinary	4	\$59
Engineering	CEC	1130	Texas Certified Landscaping Associate	36	\$734
Health	CEC	1422	Test for Essential Academic Skills Prep Course	16	\$95
Health	CEC	1430	CPR	4	\$60
Health	CEC	1073	Basic Health Indicators Vital Signs	2	\$15
Health Professional Institute	CEC	7085	Pharmacy IV Admixture Re-exam	2	\$120
Health Professional Institute	CEC	7516	RDA Test and Exam	8	\$60
Health Professional Institute	CEC	1177	Dental Assistance Course Review and Re-Test	2	\$30
Health Professional Institute	CEC	1160	Nitrous Oxide Sedation Monitoring	8	\$85
Health Professional Institute	CEC	1196	Study Skills for Student Success	10	\$125
Health Professional Institute	CEC	1197	Successful Test Taking	8	\$100
Health Professional Institute	CEC	1198	HESI A2 Preparatory course: Critical Thinking	8	\$100
Health Professional Institute	CEC	1204	HESI TEAS Prep: Anatomy & Physiology	8	\$40

Health Professional Institute	CEC	7068	Differential Diagnosis of Body Systems for Physical Therapist	16	\$159
Health Professional Institute	CEC	7069	Regional Differential Diagnosis for Physical Therapists	15	\$159
Health Professional Institute	CEC	7098	Spanish Healthcare Interpreter Assessment	5	\$50
Health Professional Institute	CEC	7099	Spanish Healthcare Interpreter Training	50	\$199
Health Professional Institute	CEC	8005	Evidence-Based Nursing Practice	3	\$40
Health Professional Institute	CEC	8006	Participatory Action Research	5	\$50
Health Professional Institute	CEC	8007	Nursing for Aging Population-1	3.5	\$50
Health Professional Institute	CEC	8008	Nursing for Aging Population-2	3.5	\$50
Health Professional Institute	CEC	8009	Raising Literacy for CHWs	5	\$50
Health Professional Institute	CEC	8010	Healthcare Interpreter Assess	5	\$60
Health Professional Institute	CEC	8012	Assessing Individual Readiness	5	\$50
Health Professional Institute	CEC	8023	Developing Guidelines for CHW	1	\$10
Health Professional Institute	CEC	8027	CHW-An Emerging Workforce	1	\$10
Health Professional Institute	CEC	8052	Fund. Of Billing, Collecting & Credentialing for Behavioral Health	6	\$85
Health Professional Institute	CEC	8053	Claims Denials-Behavioral Health	6	\$85
Health Professional Institute	CEC	8054	Credentialing-Behavioral Health	8	\$85
Health Professional Institute	CEC	8055	Billing and Credentialing for Substance use Services Billing and Credentialing for Sub	4	\$55
Health Professional Institute	CEC	8056	ICD-10 Behavioral Health	4	\$55
Health Professional Institute - CHP	CEC	9010	Pharmaceutical GMP Professional Training	20	\$139
Information Technology	CEC	1088	Basic Operating Systems	6	\$39
Information Technology	CEC	1089	Online Identity Theft Protection	3	\$19
Smart Manufacturing/ Material Science	CEC	1034	NCCER Prep	48	\$335
Smart Manufacturing/ Material Science	CEC	9712	Manufacturing Summer Camp	30	\$59
Smart Manufacturing/ Material Science	CEC	1353	Fundamentals of Welding & Fabrication (#2659)	8	\$39
Smart Manufacturing/ Material Science	CEC	1353	Welding Machine Selection & Demonstration (# 2660)	8	\$39
VAST	CEC	1811	College Fundamentals	39	\$259
VAST	CEC	1813	Strategies for College Readers	39	\$259
VAST	CEC	9708	Internship (Field Work)	15	\$259

New courses since last Board Approval 05/03/2023

Includes new courses and course changes added after 05/03/2023

# ACTION ITEM

**Meeting Date:** April 3, 2024

**Topics For Discussion and/or Action:**

ITEM #	ITEM TITLE	PRESENTER
B.	Monthly Investment Reports, Financial Statements and Budget Review for January and February 2024	Dr. Margaret Ford Fisher Jacob Atkin

## RECOMMENDATION

Accept the Investment Reports, Financial Statements and Budget Review for the month of January and February 2024.

## COMPELLING REASON AND BACKGROUND

- The monthly investment report provides the Board with a status of the investment portfolio, including book and market values, and complies with the relevant statute. This report includes the unexpended proceeds of various bond issues.
  - The portfolio is liquid and secure with 67% of the assets invested in local government pools, money market funds and interest-bearing checking accounts.
  - All pools and money market funds are rated “AAA” by Standard & Poor’s, which is the highest level. All bank deposits are secured with U.S. Treasuries/Agencies. The balance of the portfolio is invested in U.S. Treasuries and government-sponsored entities/agencies with “AAA” credit ratings.
- The monthly financial statement and budget review provides the Board with a status of the finances of the college and information related to the various funds of the college, including fund balances, comparison to previous year and comparison to budget.
- Awareness and review of financial information throughout the year helps to inform decision making, and allows for mid-year adjustments, if needed.

## FISCAL IMPACT

For February, the interest income earned for the month and fiscal year to date totaled \$1,758,876 and \$8,891,178, respectively. The weighted average interest rate (WAR) on February 29, 2024, was 5.08% compared to 5.00% last month and 4.45% a year ago.

Interest expense on outstanding debt was \$1,463,041 for the month of February 2024.

## LEGAL REQUIREMENT

The investment report is required by the Public Funds Investment Act (Texas Government Code 2256.023) to be submitted to the governing body of Houston Community College no less than quarterly.

## STRATEGIC ALIGNMENT

*1. Student Success, 5. College of Choice*

### ATTACHMENTS:

Description	Upload Date	Type
Financial Report Presentation	3/24/2024	Presentation
Investment Report - January 2024	3/24/2024	Attachment
Financial Statement - January 2024	3/24/2024	Attachment
Investment Report - February 2024	3/24/2024	Attachment
Financial Statement - February 2024	3/24/2024	Attachment

**This item is applicable to the following:** District



# **FY 2024**

## **Summary of February 2024**

### **Monthly Investment Report, Financial Statements, and Budget Review**

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Dr. Margaret Ford Fisher, Chancellor

Jacob Atkin, Interim Vice Chancellor for Finance

April 3, 2024

# Executive Summary

## HCCS Financial Update As of February 29, 2024

6<sup>th</sup> month of FY 2024 = 50%

- MAJOR FOCUS: HCCS must develop the FY2025 budget and allocate resources to implement Initiatives and Strategies with measurable results from all HCCS departments regarding Enrollment increases, State Appropriations Funding Model Metrics, and Student Success Improvement
  - Recruitment
  - Enrollment
  - Financial Aid
  - Retention
  - Student Success Support and Measurement
  - Marketing
- The HCCS main revenue sources remain:
  - **Ad Valorem Taxes** - major collection period December 2023 - February 2024
  - **Tuition & Fees** - Enrollment is up 6.94% SCH as of February 29, 2024
  - **State Appropriations** (Performance Funding increases focus by HCCS on increasing Student Success, Enrollment Increases, and managing outcomes to new funding model) - \$48.2M or 70.3% due to State's new funding model timing of payments
  - **Investment Earnings** – Interest earnings for February 2024 \$1.759M and \$8.891M year-to-date. Weighted Average Return was 5.08% for February 2024

# Executive Summary

## HCCS Financial Update As of February 29, 2024 Continued

6<sup>th</sup> month of FY 2024 = 50%

- Ad valorem tax revenue collections will peaked in January/February and matches historical payment timing trends. Collections as of February 2024 total \$199.6M or 97% of the FY 2024 approved budget. HCAD is slower to report than collections
- HCAD Tax Base is now certified at **\$281.6B** for FY 2024 vs **\$255.5B** for FY 2023. The Ad Valorem Tax Revenue Budget increased from FY 2023 Budget of \$238.3M to FY 2024 Budget of \$253.1M
- Tuition and fees collected to date are \$96.1M or 90.3% of the total annual budget vs February 2023 of \$90.1M – a \$6M increase. HCCS must continue to aggressively increase enrollment
- Tuition and fees collected for Extended Learning are \$5.3M or 108.1% of the total FY 2024 budget vs FY 2023 of \$4.9M – a 6.6% increase
- No tuition rate or fee increase recommendations were presented or approved for the FY 2024 and FY 2025 budgets. Increased enrollment is required to serve the HCCS District. HCCS is evaluating differential tuition cost/revenue models
- FY 2024 State Appropriations received to date totaled \$48.2M or 70.3% of the total annual budget of \$68.6M



# Executive Summary

## HCCS Financial Update As of February 29, 2024 Continued

6<sup>th</sup> month of FY 2024 = 50%

- HCCS will end FY 2024 with a significant budget surplus due to stronger than budgeted:
  - Ad Valorem taxes
  - Increasing tuition
  - Investment returns remain strong
  - Management of HCC operating expenses
- Unduplicated enrollment as of February 29, 2024 increased by 6.94%
  - Spring 2024 49,171
  - Spring 2023 45,979
- Online enrollment growth continues
- HCCS investment interest income for February 2024 was \$1.76M compared to \$1.39M earned in January 2024. Weighted Average Rate of Interest (WAR) for February was 5.08% compared to 5.00% earned in January 2024 and 4.45% for February 2023. Interest income of \$1.51M was earned for the same period last year. Interest rates remain strong and flat with no interest rate hike by the Feds since last report

# Executive Summary

## HCCS Financial Update As of February 29, 2024 Continued

6<sup>th</sup> month of FY 2024 = 50%

- FY 2024 year-to-date interest earnings are \$8.89M compared to \$5.45M earned in FY 2023. The Fed's rates hikes were neutral in the month of February. The probability of a rate cut by the Fed in the second quarter of 2024 has decreased significantly as data collected and published indicates that inflation (Core CPI 3.8% and all item CPI 3.2% for February 2024) in the economy though moderating is still higher than the Fed's target rate of 2%. There is strong probability that the Fed will start interest rate cut in the 2<sup>nd</sup> or 3<sup>rd</sup> quarter of 2024 unless the economy receives a massive external political or health stimulus
- Actual total operating expenses are \$178.63M or 44.8% of budget. HCCS will continue to monitor and manage operating expenses efficiently
- Actual salaries for FY 2024 are \$111.7M or 47.2% of the total budget, and 2.8% under budget for February 29, 2024. Employee benefits are lower by 5.9% for FY 2024 compared to FY 2023
- FY 2025 budget development process continues and indicates another strong year of revenue for HCC with a major focus on Student Success and Quality Academic Performance.

# Executive Summary

## HCCS Financial Update As of February 29, 2024 Continued

### 6<sup>th</sup> month of FY 2024 = 50%

- HCCS must continue to strategically and intentionally work to reduce and manage the Deferred Maintenance outstanding balance. Pre-COVID, the balance was over \$400M spread over 10 years. HCCS has historically been funding \$10M/year for this obligation. \$40M has now been allocated/funded over 4 years. However, recent inflation has increased the balance
- The HCCS HEERF Grant process ended on June 30, 2023. During the 120-day grant close-out period, all HEERF Grant obligations were closed by HCCS by October 31, 2023. **HCCS HEERF collections totaled \$218.3 million, a huge success and benefit for HCCS**
- **The West Loop Campus serves over 36,500 students (visits) per year for registration and advising for West Loop and many other campuses.** Approximately \$4.3M of the HEERF MSI funds (construction was allowed and the project was formally approved by the Department of Education for **West Loop Student Services Renovation to be completed by June 30, 2024**). Procurement and construction of the project are underway
- Development of Dual Credit Waiver strategies are in progress by HCCS and the State, in conjunction with the implementation of the FAST program, for FY 2024 and beyond are in progress including review of ISD MOUs. All will be discussed with the Board. **The HISD TEA transition caused a pause in HISD discussions. The pending State Appropriations Funding model will assist in the New HCCS Dual Credit strategy development**
- **An HCCS travel moratorium has been activated, with exceptions for critical travel needs. Effective December 2023**

# Executive Summary

## State Appropriations Funding Formula Model Monthly Update

### 6<sup>th</sup> month of FY 2024 = 50%

- HCCS has collected \$48.2 million or 70.3% of FY 2024 budgeted State Appropriations
- FY 2024 budgeted revenue is \$68.5 million
  - Hold Harmless for FY 2024-2025 (State Appropriations not less than FY 2023)
  - Payments will be received in three installments during the fiscal year
  - **New this Fiscal Year** - FAST payments calculated and paid at an estimated \$2.0+ million per semester. Payments will be made to HCCS shortly after the end of each semester. HCCS implemented the program during the Fall 2023 semester
- **Multi-pronged approach to Greatly increase HCCS Student Success and State Appropriations Revenue is in progress**
- Focus remains to increase enrollment AND increase Student Success as measured by the State of Texas = Increased HCCS revenue. **This is #1 Initiative and a very large and complex Team Project**
- Beginning monthly BOT reports/updated data via the BOT Financial Report and **initiatives progress via Student Services**
- **Multiple Shared Services and Campus Leadership moving forward with aligned strategies to improve Student Success**

# Executive Summary

## US Economic Update / HCCS Economic Environment

- The overall CPI rate increased to 3.2 percent for the 12 months ending February 29, 2024, compared to 3.1% rate increase for the 12 months ending January 31<sup>st</sup> 2024. However, the inflation rate (Core CPI) less food and energy index decreased to 3.8 percent in February 2024 compared to 3.9 percent rate over the 12 months ending January 2024 (Source: U.S. Bureau of Labor Statistics). The Feds would like to see stability with a CPI at 2% or less
- The general trend going into the first quarter of 2024 is that the Feds have completed the most aggressive hiking campaign in four decades as data from Bureau of Labor Statistics indicates that economy is cooling down as unemployment remains at 3.9%. The Feds notion to achieve a soft-landing of the economy, without a drastic disruption of factors of production is still not guaranteed. The Feds have indicated that objective and unbiased review of data will guide their next move as regards to interest rate cut or hike or neutral in 2024
- The data published by the Bureau of Labor Statistics indicates that the monetary policy of the Feds are having a significant impact on labor market (demand) and price pressures (inflation). The Feds have been neutral on interest rate hike for more than 6 months. **The last interest rate hike was in July 2023**

# Executive Summary

## US Economic Update / HCCS Economic Environment Continued

- Gold has risen above \$2,162 per ounce
- WTI Crude Oil was trading at \$82.32 per barrel at the writing of this report, a price that supports Houston and Texas. Fiscal YTD decrease of 9.12%
- Crude oil could witness additional price increases per barrel as OPEC and its allies have extended their voluntary oil output cuts of 2.2 million barrels per day (bpd) into the second quarter. This factor could pose a serious threat to the Fed's use of monetary policy to control inflation
- 30-year home mortgages have increased to 7.59%. February Houston single family home sales were up 7.6% compared to February last year, while average sales price was up by 4.1%. Supply inventory remains low at 3.4 months, with median days on the market at 57 days
- US February Unemployment Rate was 3.9% in February compared to 3.7% in January 2024
- Houston Texas Unemployment Rate increased from 3.8% in December 2023 to 4.4% in January 2024
- Social Security Administration has confirmed a 3.2% Cost of Living Adjustment for 2024 payments

# Thank You

Please see the Appendix for Additional Financial and  
Budget Information

# Appendix

**As of February 29, 2024**

**6<sup>th</sup> month  
of FY 2024 = 50%**

Investment Report Summary

Unrestricted Revenues

Unrestricted Expenses

Summary of HEERF I, II, III and MSI HEERF  
Grant Receipts

Summary of Cumulative COVID Tuition &  
Fees, Auxiliary

Revenue Losses and Expense Recovery  
funded by HEERF I, II & III

Summary of Financial Statements



# Investment Report Summary

## As of February 29, 2024

6<sup>th</sup> month of FY 2024 = 50%


- All investments follow Board policy and statutes with High Liquidity and High Security
  - Investment instruments are laddered to optimize safety, liquidity and yield
  - 67% of assets are invested in government pools, money market funds, and interest-bearing checking accounts
  - 33% of assets are invested in U.S. Treasuries and government sponsored AAA entities
- Management continuously monitors HCCS investment portfolio in relation to unfolding events in the national, state and local economies, banking and real estate sectors and aligning HCCS investment portfolio with investments that guarantee safety of principal
- We actively reinvest funds in Treasury bills and certificates in anticipation of interest rate volatility downwards in the 2<sup>nd</sup> and 3<sup>rd</sup> quarter of 2024
- HCCS deposits and money market investments are held with Bank of America. The deposits are insured by FDIC to the first \$250k and any amounts above the first \$250k are fully secured by BOA with securities valued at 102 percent of our deposited amount. This collateral is held by Bank of New York on behalf of HCCS in case of a default or failure of BOA
- Texpool and LoneStar investments are highly liquid and closely monitored by the State of Texas with very strict guidelines that preserve the investments held on behalf of HCCS
- Houston's economy is still showing strong signs of robust expansion, **with employment rate still very high (close to 96%)**, and increased price pressure in commodities, service and employment not yet curtailed with the interest rate hike by the Feds. HCCS Management will continuously monitor the impact of inflation and interest rate hike on HCCS revenue, operating expenses and safety of HCCS cash and investments


# Unrestricted Revenues


As of February 29, 2024





6<sup>th</sup> month  
of FY 2024 = 50%

Key:

 Actual/Projected Revenue in Excess of Budget

 Possible Revenue Deficit Compared to Budgeted Revenue

 Minimal expected variance in Budget & Actuals

FY 2024 Adjusted Budget & Actuals			
	FY 2024 Adjusted Budget	Year-to-Date Actuals Thru February 29, 2024	Actuals as a % of Budget
REVENUES			
State Appropriations	\$ 68,550,037	\$ 48,190,641	70.3%
Ad Valorem Taxes 	205,735,996	199,644,651	97.0%
Tuition & Fees, Net 	106,400,157	96,063,679	90.3%
Other Local Income <sup>2</sup> 	5,000,000	11,152,194	223.0%
Tuition & Fees, Net -- Extended Learning 	4,862,714	5,258,392	108.1%
Grant Revenue - HEERF Funds	-	-	0.0%
Grant Revenue - Indirect Cost	650,000	340,096	52.3%
Total Revenues	391,198,904	360,649,654	92.2%
Fund Balance Transfers In <sup>1</sup>	7,045,981	7,045,981	100.0%
Total Revenues and Fund Balance Transfers	\$ 398,244,885	\$ 367,695,636	92.3%

<sup>1</sup>Deferred Maintenance

<sup>2</sup>Includes interest income and gain/loss on investments, royalties, fines and penalties, and other sales

# Unrestricted Expenses

As of February 29, 2024

6<sup>th</sup> month  
of FY 2024 = 50%

Key:



Actual/Projected Budget Surplus at Year-End



Potential Budget Deficit at Year-End



Minimal expected variance in Budget & Actuals

FY 2024 Adjusted Budget & Actuals			
	FY 2024 Adjusted Budget	Year-to-Date Actuals Thru February 29, 2024	Actuals as a % of Budget
<b>EXPENSES</b>			
Salaries +	236,549,791	111,671,949	47.2%
Employee Benefits	35,127,911	12,332,263	35.1%
Supplies & General Expense	5,060,804	2,069,615	40.9%
Travel +	1,256,179	266,070	21.2%
Marketing Costs	3,763,922	1,146,904	30.5%
Rentals & Leases	451,024	151,734	33.6%
Insurance/Risk Mgmt.	8,146,495	7,621,315	93.6%
Contracted Services +	33,230,282	12,130,741	36.5%
Utilities	8,711,857	4,145,069	47.6%
Other Departmental Expenses	4,103,889	1,157,583	28.2%
Instructional & Other Materials	10,619,029	7,094,953	66.8%
Maintenance & Repair	1,862,264	627,991	33.7%
Transfers\Debt <sup>1</sup>	41,220,078	16,446,672	39.9%
Contingency/Initiatives	1,232,169	-	0.0%
Capital Outlay	6,219,191	1,729,608	27.8%
Scholarship Distribution <sup>2</sup> +	690,000	-	0.0%
<b>Total Expenses</b>	<b>\$ 398,244,885</b>	<b>\$ 178,592,466</b>	<b>44.8%</b>
<b>NET REVENUE/(EXPENSES)</b>	<b>-</b>	<b>\$ 189,103,169</b>	

Note 1: Transfers/Debt are higher than last year due to resuming the large budgeted transfers for deferred maintenance and technology fees

Note 2: Scholarship Distribution available for students who may require additional financial assistance. No scholarship distributions have been made this year

**Note: The first few months of any new year will have wide actual vs. budget variations due to timing of payments and invoicing of new fiscal year**

# Summary of HEERF Recovery

## As of February 29, 2024

6<sup>th</sup> month of FY 2024 = 50%

- HEERF I, II & III institutional grants are fully closed. HEERF MSI grant funds are still active until June 30, 2024. HEERF I and II Internal Audits have been completed
  - HEERF I, II and III funds for student aid have been totally disbursed. This total disbursement of \$118.7M was funded by Student Aid, Institutional, MSI and GEER funds
  - HEERF MSI Grant Funded project **West Loop Student Services Renovation project** with a budget of \$4.3M was approved by the Department of Education with one year extension ending on June 30, 2024. **Project in progress and on schedule**

# Summary of Cumulative COVID: Tuition & Fees, Auxiliary Revenue Losses and Expense Recovery Funded by HEERF I, II, III Grants

As of February 29, 2024

6<sup>th</sup> month  
of FY 2024 = 50%

Fiscal Year	Student Aid Distribution	COVID Operational	COVID Projects	Lost Revenue Recovery	Total
FY 2020	\$14,214,200	\$1,279,919	\$0	\$1,013,208	\$16,507,327
FY 2021	23,122,704	15,186,874	0	32,592,127	70,901,705
FY 2022	59,966,289	7,987,163	643,806	19,618,731	88,215,989
FY 2023	21,380,445	2,505,874	16,703,303	2,218,793	42,808,415
FY 2024	901	613	(112,826)	(336)	(111,648)
<b>Total Amount</b>	<b>\$118,684,539</b>	<b>\$26,960,443</b>	<b>\$17,234,283</b>	<b>\$55,442,523</b>	<b>\$218,321,788</b>

NOTE: The last official HEERF detailed report was presented at the September 21, 2022 Board meeting. This summary report continued through November 30, 2023

<sup>1</sup>All HEERF Institutional projects have been completed and final payments have been issued. Work on HEERF MSI funded West Loop Student Center project is in progress. HEERF MSI grant ends on June 30, 2024

New HEERF Close-Out Calculation

HCCS utilized **\$10.4M of institutional recovered funds** to pay off the HCCS defaulted student debt for **47K students** during the HEERF allowed years and **8,750 of those students returned to enroll at HCCS**.

# Summary of Financial Statements

## As of February 29, 2024

6<sup>th</sup> month of FY 2024 = 50%

- Actual salaries for FY 2024 are 7.5% higher compared to FY 2023. This is primarily due to a Board approved salary increase of 4% for full-time employees, part-time hourly staff, and an additional 3.5% for faculty leveling. The salary increases are partially offset by hiring chill, delayed hiring and reduction of positions (Faculty and Staff)
- Other line-item expenses - supplies, travel, marketing, insurance, contracted services, instructional and other materials, etc. have variances due to timing differences in recording transactions from year-to-year and the effects of employees returning from working remotely
- FY 2024 Net Revenue/ (Expenses) is \$189,103,169 as of February 29, 2024
- FY 2023 Net Revenue/ (Expenses) was \$167,100,271 as of February 28, 2023

# Thank You



# HOUSTON COMMUNITY COLLEGE SYSTEM

## MONTHLY INVESTMENT REPORT

**For the Month of January 2024**

**Prepared by  
Finance & Administration Division**

The investment portfolio of the Houston Community College System is in compliance with the Public Funds Investment Act and the College's Investment Policy and Strategies.

/s/ Marshall B. Heins

Marshall B. Heins  
Senior Vice Chancellor, Finance & Administration and CFO/CBO

/s/ Jacob Atkin

Jacob Atkin, CPA  
Associate Vice Chancellor, Finance & Accounting

/s/ Victor Onwumere

Victor Onwumere  
Executive Director, Finance & Treasury



# HOUSTON COMMUNITY COLLEGE SYSTEM

## INVESTMENT PORTFOLIO COMPOSITION

### January 31, 2024

Beginning Book Value (January1, 2024)	\$	384,014,510
Beginning Market Value (January1, 2024)	\$	386,918,590
Additions/Subtractions (Book Value - Net)	\$	91,922,740
Change in Market Value	\$	802,110
Ending Book Value (January31, 2024)	\$	475,937,250
Ending Market Value (January31, 2024)	\$	479,295,435
Unrealized Gain/(Loss)	\$	3,358,185
WAM (63% of Portfolio's Weighted Average Maturity )		1 day
WAM (37% of Portfolio's Weighted Average Maturity - Securities Held To Maturity)		229

* Net amount provided/(for) operations	\$	108,869,797
* Net amount provided/(for) CIP/others		(7,806,360)
	\$	<u>101,063,438</u>

### EXECUTIVE SUMMARY

#### INVENTORY HOLDINGS REPORT

#### January 31, 2024

	Ending Book Value	Ending Market Value	Unrealized Gain (Loss)
US Treasuries	\$ 133,876,759	\$ 137,209,248	\$ 3,332,490
US Agencies	39,371,566	39,397,261	25,695
Local Government Pools	182,925,478	182,925,478	-
Money Market Funds	119,524,955	119,524,955	-
Interest Bearing Checking	238,493	238,493	-
Total	<u>\$ 475,937,250</u>	<u>\$ 479,295,435</u>	<u>\$ 3,358,185</u>
WAR (Weighted Average Interest Rate)		<u>5.00%</u>	

INVESTMENTS  
INVENTORY HOLDINGS REPORT (OPERATING AND OTHERS)  
January 31, 2024

Description	Held At	Interest Rate	Purchase Date	Maturity Date	Par	Beginning Mkt. Value	Beginning Book Value	Net Change	Ending Book Value	Ending Mkt. Value	Change in Mkt. Value	Unrealized Gain/(Loss)
Fannie Mae ARM Pool 708686	Bank of America	4.07%	02/22/05	05/01/33	\$ 8,566	\$ 8,547	\$ 10,035	\$ (56)	\$ 9,979	\$ 8,497	\$ (50)	\$ (1,482)
Fannie Mae ARM Pool 805454	Bank of America	4.67%	12/23/04	12/01/34	9,456	9,468	15,367	(50)	15,317	9,419	(48)	(5,898)
Federal Home Loan BankUS Domestic Unsecured	Bank of America	4.88%	02/17/23	09/13/24	10,000,000	9,992,825	9,989,125	-	9,989,125	9,985,785	(7,040)	(3,340)
Federal Home Loan BankUS Domestic Unsecured	Bank of America	5.00%	02/16/23	02/21/24	10,000,000	9,993,666	10,000,000	-	10,000,000	9,998,693	5,026	(1,308)
Federal Home Loan BankUS Domestic Unsecured	Bank of America	5.25%	03/06/23	03/06/24	10,000,000	9,995,688	9,992,597	-	9,992,597	9,999,008	3,320	6,411
Federal Home Loan Bank Global Unsecured	Bank of America	0.38%	01/19/24	09/04/25	10,000,000	-	-	9,364,548	9,364,548	9,395,859	-	31,312
U.S. Treasury Notes US Govt National	Bank of America	2.38%	02/17/23	08/15/24	5,000,000	4,918,359	4,827,050	-	4,827,050	4,927,734	9,375	100,684
U.S. Treasury Notes US Govt Treasury	Bank of America	3.25%	02/16/23	08/31/24	15,000,000	14,822,461	14,655,469	-	14,655,469	14,838,867	16,406	183,398
U.S. Treasury Notes US Govt Treasury	Bank of America	0.13%	03/23/22	02/15/24	10,000,000	9,937,917	9,633,910	-	9,633,910	9,980,453	42,536	346,543
U.S. Treasury Notes US Govt Treasury	Bank of America	0.25%	03/24/22	03/15/24	20,000,000	19,800,781	19,279,000	-	19,279,000	19,881,335	80,554	602,335
U.S. Treasury Notes US Govt Treasury	Bank of America	0.38%	02/10/23	04/15/24	25,000,000	24,656,250	23,744,141	-	23,744,141	24,749,024	92,774	1,004,883
U.S. Treasury Notes US Govt Treasury	Bank of America	0.75%	04/18/23	11/15/24	20,000,000	19,300,781	18,893,750	-	18,893,750	19,367,969	67,188	474,219
U.S. Treasury Notes US Govt Treasury	Bank of America	0.63%	04/26/23	10/15/24	10,000,000	9,671,875	9,479,695	-	9,479,695	9,704,297	32,422	224,602
U.S. Treasury Notes US Govt Treasury	Bank of America	0.75%	05/03/23	11/15/24	10,000,000	9,650,391	9,487,500	-	9,487,500	9,683,984	33,594	196,484
U.S. Treasury Notes US Govt Treasury	Bank of America	1.75%	10/19/23	03/15/25	10,000,000	9,664,453	9,511,744	-	9,511,744	9,689,453	25,000	177,709
U.S. Treasury Notes US Govt Treasury	Bank of America	1.75%	01/19/24	03/15/25	5,000,000	-	-	4,839,500	4,839,500	4,844,727	-	5,227
U.S. Treasury Notes US Govt Treasury	Bank of America	0.50%	01/19/24	03/31/25	10,000,000	-	-	9,525,000	9,525,000	9,541,406	-	16,406
Debt Service 2001A Bond Interest Checking	Bank of America	1.83%				1,254	1,254	3	1,256	1,256	401,055	-
HCCS Merchant Service	Bank of America	0.79%				41,935	41,935	(3,022)	38,913	38,913	-	-
LTD 2013 Tax Bond General Checking	Bank of America	1.77%				33,117	33,117	165,207	198,324	198,324	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs)	Bank of America	3.70%				49,459,630	49,459,630	67,163,101	116,622,731	116,622,731	-	-
Money Market 2006 Jr. Lien Debt Reserve	Bank of America	3.70%				2,889,338	2,889,338	12,886	2,902,224	2,902,224	-	-
Lone Star (Corporate Overnight Fund)	State Street Bank	4.09%				83,345,717	83,345,717	392,293	83,738,010	83,738,010	-	-
TexPool	State Street Bank	4.03%				98,724,135	98,724,135	463,332	99,187,467	99,187,467	-	-
<b>TOTAL</b>						<b>\$ 386,918,590</b>	<b>\$ 384,014,510</b>	<b>\$ 91,922,740</b>	<b>\$ 475,937,250</b>	<b>\$ 479,295,435</b>	<b>\$ 802,110</b>	<b>\$ 3,358,185</b>



# Summary Operating Statements

For the Period  
September 1, 2023 - January 31, 2024

For the Meeting of the Board of Trustees - April 3, 2024

for

**Houston Community College System**



# Table of Contents

For the Period September 1, 2023 - January 31, 2024

## **Houston Community College System**

<b>Summary</b>	Summary of Financial Statements	1
<b>Revenues, Expenses &amp; Fund Balances</b>	Statement of Revenues, Expenses and Fund Balances - All Funds	3
<b>Operating Summary</b>	Unrestricted Revenues and Expenses	4
<b>Auxiliary Summary</b>	Auxiliary Revenues and Expenses by Fund	5
<b>Budgets &amp; Actuals Summary</b>	Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison	7
<b>Balance Sheet</b>	Balance Sheet by Fund	8
<b>Exemptions &amp; Waivers</b>	Exemptions and Waivers Detail	9

## Summary of Financial Statements As of January 31, 2024

On June 21, 2023, the Board of Trustees approved the FY 2024 operating budget totaling \$398.2 million. The FY 2024 budget included conservative revenue and expense estimates. Included in the FY 2024 budget is a fund balance transfer totaling \$7 million to continue addressing deferred maintenance. The HEERF Grant process ended on October 31, 2023. No additional funds will be received in FY 2024 and beyond.

The Board approved the FY 2024 Auxiliary budget, Restricted Funds budget, and the Capital and Technology Plan budget. The approved FY 2024 Auxiliary Services revenue budget totals \$7.8 million. Overall, this is a 3% increase compared to the prior year, primarily due to the rental of HCCS space for campus wide events. The Restricted budget totals \$138 million for grant activities, financial aid, and payments for employee benefits. Finally, the approved Capital and Technology Plan budget totals \$7.3 million, which is earmarked for the continuation of asset upgrades and replacement of information and instructional technology equipment.

The Unrestricted Fund as of January 31, 2024, total revenues and fund balance transfers are \$261.3 million. This represents 65.6% of the budgeted total of \$398.2 million. Expenses total \$150.3 million to date, which is 37.7% of the total expense budget of \$398.2 million. Compared with the same period last year, revenues and transfers are higher by 7% and expenses are higher by 8.2%. Actual net revenue is \$111 million to date. However, revenues and expenses are expected to fall within budget by year end.

Ad Valorem Tax revenue is estimated to increase by 8% for FY 2024 due to increased property tax valuations in the taxing district. The increase in property valuations has allowed HCC to decrease its overall tax rate by 3.5%. Ad Valorem tax revenue is 8.7% higher when compared to last year due to timing of collections. Timing of collections in December through March is different each year. Looking ahead tax revenue will normalize and is expected to fall within budget by year end.

State appropriations are higher by \$5.2 million when compared to this time last year. This is due to the State's new payment schedule, however, appropriations are expected to be within budget by year-end.

Tuition and fees, net, which include revenues for semester credit hour (SCH) courses, are **6.4%** higher than last year at this time. **Gross tuition and fee revenues are up 7.3%** compared to last year due to increased enrollments and increased program offerings in high demand fields (see page 9). Total waivers and exemptions increased by 12.9% primarily due to Dual Credit waivers.

Extended learning tuition and fees, net are 3.3% higher than last year at this time. **Gross tuition and fees revenues are up by 3.3%.**

Other local income is higher when compared to last year primarily due to an increase in investment interest income.

Actual salaries for FY 2024 are 7.4% higher compared to FY 2023; this is due primarily to a Board approved salary increase of 4% for full-time employees, part-time hourly staff, and an additional 3.5% for faculty leveling. Employee benefits are higher by 8.8% for FY 2024 compared to FY 2023.

Transfers/Debt remain high due to continuing the budgeted transfers for Deferred Maintenance and technology fees.

Several line-item expenses (supplies, travel, marketing, insurance, contracted services, instructional and other material, etc.) have variances due to timing differences in recording transactions from year-to-year and the effects of employees returning from working remotely. Expenses are expected to be within budget by year-end.

Debt interest expense for the month totaled \$1,563,940 compared to this time in FY 2023 of \$1,957,053.

**HOUSTON COMMUNITY COLLEGE SYSTEM**  
**Statement of Revenues, Expenses and Fund Balances - All Funds**  
**As of January 31, 2024**

	Unrestricted	Restricted	Auxiliary	Loans	Scholarship	Unexpended Plant	Capital and Technology	Retirement of Debt	Investment in Plant	Total
<b>Revenues</b>	\$ 254,246,494	\$ 17,227,308	\$ 3,773,682	\$ -	\$ 52,095,370	\$ 1,336,328	\$ (106,743)	\$ 25,184,816	\$ 188,086	\$ 353,945,341
<b>Expenses</b>										
Salaries	93,010,696	2,624,375	360,952	-	876,135	-	-	-	-	96,872,159
Employee Benefits	11,999,114	8,419,975	67,111	-	-	-	-	-	-	20,486,200
Supplies & General Expense	1,575,698	109,732	243,230	-	-	23,369	43,382	-	-	1,995,411
Travel	222,601	34,933	2,824	-	-	-	-	-	-	260,358
Marketing Costs	1,021,129	14,089	-	-	-	-	-	-	-	1,035,218
Rentals & Leases	129,849	2,962	-	-	-	-	-	-	-	132,811
Insurance/Risk Mgmt.	3,651,638	-	896	-	-	-	-	-	-	3,652,534
Contracted Services	10,194,559	107,968	261,864	-	-	11,829	14,211	337,835	-	10,928,267
Utilities	3,422,132	-	137,056	-	-	-	-	-	-	3,559,189
Other Departmental Expenses	1,043,489	259,665	146,844	-	91,967	-	-	-	-	1,541,966
Instructional & Other Materials	6,136,721	292,064	240	-	-	-	35,300	-	-	6,464,325
Maintenance & Repair	490,674	-	577	-	-	-	4,003	-	-	495,254
Transfers (In)/Out <sup>1</sup>	15,984,827	-	-	-	(465,974)	(2,242,842)	(15,594,243)	2,318,232	-	-
Debt	2,091	-	-	-	-	-	-	767,758	-	769,849
Capital Outlay	1,399,252	393,616	23,709	-	-	3,695,661	3,258,071	-	-	8,770,309
Depreciation	-	-	-	-	-	-	-	-	14,468,883	14,468,883
Scholarship Distribution	-	-	1,022,336	-	51,806,808	-	-	-	-	52,829,144
<b>Total Expenses</b>	<b>150,284,471</b>	<b>12,259,379</b>	<b>2,267,639</b>	<b>-</b>	<b>52,308,936</b>	<b>1,488,018</b>	<b>(12,239,275)</b>	<b>3,423,826</b>	<b>14,468,883</b>	<b>224,261,876</b>
<b>Net Revenues/(Expenses)</b>	<b>103,962,023</b>	<b>4,967,928</b>	<b>1,506,043</b>	<b>-</b>	<b>(213,566)</b>	<b>(151,690)</b>	<b>12,132,533</b>	<b>21,760,990</b>	<b>(14,280,796)</b>	<b>129,683,465</b>
<b>Other Adjustments and Transfers</b>										
Debt Principal Payments <sup>2</sup>	-	-	-	-	-	-	-	-	-	-
Debt Refinancing	-	-	-	-	-	-	-	-	-	-
Capitalization of Assets & CIP <sup>2</sup>	713,562	370,358	19,941	-	-	4,179,750	2,016,630	-	566,959	7,867,200
Transfers of Completed Projects/Assets	(713,562)	(370,358)	(19,941)	-	-	(2,891,579)	(313,100)	-	4,308,540	-
Transfers of Balances between Funds	-	-	-	-	-	-	-	-	-	-
<b>Total Other Adjustments and Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,288,171</b>	<b>1,703,530</b>	<b>-</b>	<b>4,875,499</b>	<b>7,867,200</b>
<b>Beginning Fund Balances, Audited</b>	<b>47,260,527</b>	<b>853,011</b>	<b>21,027,692</b>	<b>238,698</b>	<b>2,437,234</b>	<b>54,859,947</b>	<b>33,340,424</b>	<b>18,829,170</b>	<b>477,034,460</b>	<b>655,881,162</b>
<b>Ending Fund Balances</b>	<b>\$ 151,222,550</b>	<b>\$ 5,820,939</b>	<b>\$ 22,533,735</b>	<b>\$ 238,698</b>	<b>2,223,667</b>	<b>\$ 55,996,429</b>	<b>\$ 47,176,486</b>	<b>\$ 40,590,159</b>	<b>\$ 467,629,161</b>	<b>\$ 793,431,824</b>

<sup>1</sup>Transfers include student revenue bond payment funds, scholarship matching funds, and transfers to Unexpended Plant and Capital and Technology Funds.

<sup>2</sup>Per government accounting practices, items included in the expenses category above are subsequently deducted from YTD expenses shown above and reclassified as increases or decreases to appropriate asset and liability line items on the balance sheet (page 8). Also, includes GASB 96 SBITA.

**HOUSTON COMMUNITY COLLEGE SYSTEM**  
**Unrestricted Revenues and Expenses**  
**Comparison to Budget and Previous Fiscal Year**  
**As of January 31, 2024**  
**41.7% of Year**

	<b>Budget Comparison</b>			<b>Previous Fiscal Year Comparison</b>			
	<b>FY 2024 Adjusted Budget &amp; Actuals</b>						
	<b>FY 2024 Adjusted Budget</b>	<b>Year-to-Date Actuals Thru January 31, 2024</b>	<b>Actuals as a % of Budget</b>	<b>Year-to-Date Actuals Thru January 31, 2024</b>	<b>Year-to-Date Actuals Thru January 31, 2023</b>	<b>Increase (Decrease) FY 2024 Compared to FY 2023</b>	<b>% Increase (Decrease)</b>
<b>REVENUES</b>							
State Appropriations	\$ 68,550,037	\$ 32,522,927	47.4%	\$ 32,522,927	\$ 27,342,500	\$ 5,180,427	18.9%
Ad Valorem Taxes	205,735,996	112,310,083	54.6%	112,310,083	103,289,165	9,020,918	8.7%
Tuition & Fees, Net	106,400,157	94,852,167	89.1%	94,852,167	89,184,870	5,667,297	6.4%
Other Local Income	5,000,000	9,516,428	190.3%	9,516,428	4,517,461	4,998,967	110.7%
Tuition & Fees, Net -- Extended Learning	4,862,714	4,777,346	98.2%	4,777,346	4,626,466	150,879	3.3%
Grant Revenue - HEERF Funds	-	-	0.0%	-	5,008,012	(5,008,012)	-100.0%
Grant Revenue - Indirect Cost	650,000	267,543	41.2%	267,543	265,180	2,363	0.9%
<b>Total Revenues</b>	<b>391,198,904</b>	<b>254,246,494</b>	<b>65.0%</b>	<b>254,246,494</b>	<b>234,233,655</b>	<b>20,012,839</b>	<b>8.5%</b>
<b>Fund Balance Transfers In</b>	<b>7,045,981</b>	<b>7,045,981</b>	<b>100.0%</b>	<b>7,045,981</b>	<b>10,000,000</b>	<b>(2,954,019)</b>	<b>-29.5%</b>
<b>Total Revenues and Fund Balance Transfers</b>	<b>\$ 398,244,885</b>	<b>\$ 261,292,475</b>	<b>65.6%</b>	<b>\$ 261,292,475</b>	<b>\$ 244,233,655</b>	<b>\$ 17,058,820</b>	<b>7.0%</b>
<b>EXPENSES</b>							
Salaries	236,468,647	93,010,696	39.3%	93,010,696	86,576,254	6,434,442	7.4%
Employee Benefits	35,127,911	11,999,114	34.2%	11,999,114	11,029,161	969,953	8.8%
Supplies & General Expense	5,020,212	1,575,698	31.4%	1,575,698	1,484,220	91,478	6.2%
Travel	1,257,522	222,601	17.7%	222,601	241,021	(18,419)	-7.6%
Marketing Costs	3,731,007	1,021,129	27.4%	1,021,129	475,036	546,094	115.0%
Rentals & Leases	472,766	129,849	27.5%	129,849	137,833	(7,983)	-5.8%
Insurance/Risk Mgmt.	8,146,460	3,651,638	44.8%	3,651,638	3,126,098	525,540	16.8%
Contracted Services	33,779,561	10,194,559	30.2%	10,194,559	10,233,365	(38,806)	-0.4%
Utilities	8,731,857	3,422,132	39.2%	3,422,132	3,113,872	308,260	9.9%
Other Departmental Expenses	4,110,144	1,043,489	25.4%	1,043,489	915,715	127,774	14.0%
Instructional & Other Materials	11,538,084	6,136,721	53.2%	6,136,721	7,548,959	(1,412,238)	-18.7%
Maintenance & Repair	1,884,962	490,674	26.0%	490,674	407,748	82,926	20.3%
Transfers\Debt	41,739,924	15,986,918	38.3%	15,986,918	12,705,550	3,281,368	25.8%
Contingency/Initiatives	616,456	-	0.0%	-	-	-	0.0%
Capital Outlay	4,929,372	1,399,252	28.4%	1,399,252	942,073	457,178	48.5%
Scholarship Distribution	690,000	-	0.0%	-	-	-	0.0%
<b>Total Expenses</b>	<b>\$ 398,244,885</b>	<b>\$ 150,284,471</b>	<b>37.7%</b>	<b>\$ 150,284,471</b>	<b>\$ 138,936,903</b>	<b>\$ 11,347,568</b>	<b>8.2%</b>
<b>NET REVENUE/(EXPENSES)</b>	<b>\$ -</b>	<b>\$ 111,008,004</b>		<b>\$ 111,008,004</b>	<b>\$ 105,296,752</b>	<b>\$ 5,711,252</b>	



# HOUSTON COMMUNITY COLLEGE SYSTEM

## Auxiliary Revenues and Expenses by Fund

As of January 31, 2024

### Auxiliary Funds - Uncommitted Portion

	Main Leasing	Misc. Auxiliary *	Bookstore Commission	Cafe Club NEO 3100 Main	Scholarships	Subtotal Uncommitted
<b>Revenues</b>	\$ 1,756,871	\$ 178,499	\$ 498,470	\$ 27	\$ -	\$ 2,433,867
<b>Expenses</b>						
Salaries	120,689	38,888	-	-	50,478	210,054
Employee Benefits	30,128	5,273	-	-	741	36,142
Supplies & General Expense	8,192	23,247	-	-	-	31,438
Travel	-	-	-	-	-	-
Marketing Costs	-	-	-	-	-	-
Rentals & Leases	-	-	-	-	-	-
Insurance/Risk Mgmt.	-	-	-	-	-	-
Contracted Services	249,484	4,070	-	-	-	253,554
Utilities	137,056	-	-	-	-	137,056
Other Departmental Expenses	-	130,961	-	-	-	130,961
Instructional & Other Materials	-	-	-	-	-	-
Maintenance & Repair	577	-	-	-	-	577
Transfers/Debt	-	-	-	-	-	-
Capital Outlay	17,433	6,232	-	-	-	23,666
Scholarship Distribution	-	-	-	-	1,000,371	1,000,371
<b>Total Expenses</b>	<b>563,559</b>	<b>208,670</b>	<b>-</b>	<b>-</b>	<b>1,051,590</b>	<b>1,823,819</b>
<b>Contribution to Fund Balance</b>	<b>\$ 1,193,312</b>	<b>\$ (30,171)</b>	<b>\$ 498,470</b>	<b>\$ 27</b>	<b>\$ (1,051,590)</b>	<b>610,048</b>
<b>Beginning Fund Balance, Audited</b>						<b>16,887,134</b>
<b>Ending Fund Balance</b>						<b>\$ 17,497,182</b>

\* Expenditures in this category include Minority Male Initiative, Government Relations, Mobile Go, etc.

# HOUSTON COMMUNITY COLLEGE SYSTEM

## Auxiliary Revenues and Expenses By Fund

As of January 31, 2024

### Auxiliary Funds - International and Committed Portions

	International				Committed				Total
	Saigon Tech	Qatar	Other International Initiatives	Subtotal International	Student Vending Commission	Student Activity Fee	Student Athletic Fee	Subtotal Committed	Total Auxiliary
<b>Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 756,745	\$ 583,070	\$ 1,339,815	\$ 3,773,682
<b>Expenses</b>									
Salaries	-	-	-	-	-	10,447	140,451	150,898	360,952
Employee Benefits	-	-	-	-	-	2,575	28,394	30,969	67,111
Supplies & General Expense	-	-	-	-	-	193,821	17,970	211,792	243,230
Travel	-	-	-	-	-	2,824	-	2,824	2,824
Marketing Costs	-	-	-	-	-	-	-	-	-
Rentals & Leases	-	-	-	-	-	-	-	-	-
Insurance/Risk Mgmt.	-	-	-	-	-	819	77	896	896
Contracted Services	-	-	-	-	-	8,310	-	8,310	261,864
Utilities	-	-	-	-	-	-	-	-	137,056
Other Departmental Expenses	-	-	-	-	-	12,908	2,975	15,883	146,844
Instructional & Other Materials	-	-	-	-	-	-	240	240	240
Maintenance & Repair	-	-	-	-	-	-	-	-	577
Transfers/Debt	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	44	-	44	23,709
Scholarship Distribution	-	-	-	-	-	21,965	-	21,965	1,022,336
<b>Total Expenses</b>	-	-	-	-	-	253,713	190,107	443,821	2,267,639
<b>Contribution to Fund Balance</b>	-	-	-	-	-	503,031	392,963	895,994	1,506,043
<b>Beginning Fund Balance, Audited</b>				1,704,280	(1,284,080)	1,819,667	1,900,691	2,436,278	21,027,692
<b>Ending Fund Balance</b>				\$ 1,704,280	\$ (1,284,080)	\$ 2,322,698	\$ 2,293,654	\$ 3,332,273	\$ 22,533,735

**HOUSTON COMMUNITY COLLEGE SYSTEM**  
**Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison**  
**As of January 31, 2024**  
**41.7% of Year**

<b>Division</b>	<b>FY 2024 Adjusted Budget</b>	<b>Actuals as of January 31, 2024</b>	<b>% Spent</b>	<b>FY 2023 Adjusted Budget</b>	<b>Actuals as of January 31, 2023</b>	<b>% Spent</b>
Central College	\$ 13,423,067	\$ 5,218,872	38.9%	\$ 12,465,770	4,632,542	37.2%
Northwest College	16,186,649	6,365,447	39.3%	14,933,006	5,686,438	38.1%
Northeast College	14,185,323	5,803,611	40.9%	13,405,648	5,392,318	40.2%
Southwest College	14,783,088	6,097,859	41.2%	13,733,428	5,752,714	41.9%
Southeast College	15,408,131	6,112,421	39.7%	14,722,207	5,715,656	38.8%
Coleman College	19,091,926	7,211,069	37.8%	17,138,419	6,286,088	36.7%
Academic Instruction	76,260,199	31,666,690	41.5%	71,847,818	30,042,720	41.8%
Division of Workforce Instruction	3,739,472	1,254,826	33.6%	3,587,644	1,222,220	34.1%
Office of the Chancellor	10,589,199	3,484,127	32.9%	10,047,425	3,744,592	37.3%
Instructional Services	9,192,326	2,654,954	28.9%	8,520,506	2,748,719	32.3%
Online College	2,576,748	913,758	35.5%	2,428,511	858,718	35.4%
Student Services	11,543,379	3,177,877	27.5%	9,758,765	2,963,508	30.4%
Strategy, Planning & Institutional Effectiveness	6,865,013	2,284,540	33.3%	5,777,476	1,671,691	28.9%
Public Information, Communication & External Affairs	8,240,836	3,020,654	36.7%	8,135,024	2,097,532	25.8%
Legal & Compliance	16,347,394	5,931,821	36.3%	14,263,598	5,251,610	36.8%
Finance & Administration	66,237,203	27,470,033	41.5%	63,989,748	26,413,129	41.3%
System	93,574,932	31,615,913	33.8%	93,624,790	28,456,708	30.4%
<b>Grand Total</b>	<b>\$ 398,244,885</b>	<b>\$ 150,284,471</b>	<b>37.7%</b>	<b>\$ 378,379,782</b>	<b>\$ 138,936,903</b>	<b>36.7%</b>

# HOUSTON COMMUNITY COLLEGE SYSTEM

## Balance Sheet by Fund

As of January 31, 2024

	CURRENT & LOAN FUNDS <sup>1</sup>	PLANT & BOND FUNDS <sup>2</sup>	TOTAL ALL FUNDS	RESTATED PRIOR YEAR TOTAL ALL FUNDS
<b>ASSETS</b>				
Current Assets:				
Cash & cash equivalents	\$ 221,782,294	\$ 102,711,080	\$ 324,493,374	\$ 215,380,323
Short-term Investments	77,459,815	-	77,459,815	73,696,899
Accounts receivable (net)	49,600,686	837,172	50,437,858	25,237,456
Deferred charges	18,294	-	18,294	7,147,785
Prepays	6,270,401	-	6,270,401	11,347,398
Total Current Assets	355,131,490	103,548,252	458,679,742	332,809,861
Non-current Assets:				
Restricted cash & cash equivalents	-	28,295,898	28,295,898	35,805,948
Restricted long-term investments	-	17,917	17,917	18,268
Long-term investments	102,089,483	-	102,089,483	67,150,000
Long-term lease receivable	31,694,062	-	31,694,062	32,097,702
Capital assets, net	4,210,330	1,097,337,085	1,101,547,415	1,156,138,754
Total Non-current Assets	137,993,875	1,125,650,900	1,263,644,775	1,291,210,672
<b>Total Assets</b>	<b>\$ 493,125,365</b>	<b>\$ 1,229,199,152</b>	<b>\$ 1,722,324,517</b>	<b>\$ 1,624,020,533</b>
Deferred Outflows of Resources:				
OPEB	28,637,337	-	28,637,337	28,637,337
Pension	36,446,112	-	36,446,112	36,446,112
Advance Funding Valuation	-	1,826,885	1,826,885	1,826,885
Total Deferred Outflows of Resources	\$ 65,083,449	\$ 1,826,885	\$ 66,910,334	\$ 66,910,334
<b>Total Assets and Deferred Outflows of Resources</b>	<b>\$ 558,208,814</b>	<b>\$ 1,231,026,037</b>	<b>\$ 1,789,234,851</b>	<b>\$ 1,690,930,867</b>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	13,878,159	48,871	13,927,030	12,570,107
Accrued Interest- SBITA	99,920	-	99,920	99,920
Accrued liabilities	718,230	715,784	1,434,014	7,805,749
Compensated absences	4,675,803	-	4,675,803	4,675,803
Funds held for others	1,360,426	189,208	1,549,634	834,820
Deferred revenue	692,258	-	692,258	36,644,040
SBITA- Current portion	2,998,203	-	2,998,203	2,998,203
Net OPEB liability-current portion	3,716,565	-	3,716,565	3,716,565
Notes payable-current portion	-	774,431	774,431	952,172
Bonds payable-current portion	-	44,005,000	44,005,000	44,005,000
Total Current Liabilities	28,139,564	45,733,294	73,872,858	114,302,379
Non-current Liabilities:				
SBITA Liability	1,017,835	-	1,017,835	1,017,835
Net OPEB liability	139,239,945	-	139,239,945	139,239,945
Net pension liability	94,677,214	-	94,677,214	94,677,214
Notes payable	-	2,252,830	2,252,830	2,252,830
Bonds payable	-	560,322,181	560,322,181	560,322,181
Total Non-current Liabilities	234,934,994	562,575,011	797,510,005	797,510,005
<b>Total Liabilities</b>	<b>\$ 263,074,558</b>	<b>\$ 608,308,305</b>	<b>\$ 871,382,863</b>	<b>\$ 911,812,384</b>
Deferred Inflows of Resources:				
Leases	32,340,952	-	32,340,952	31,158,110
OPEB	63,670,153	-	63,670,153	11,325,497
Pension	17,083,562	-	17,083,562	63,670,152
Advance Funding Valuation	-	11,325,497	11,325,497	17,083,562
Total Deferred Inflows of Resources	\$ 113,094,667	\$ 11,325,497	\$ 124,420,164	\$ 123,237,321
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>\$ 376,169,225</b>	<b>\$ 619,633,802</b>	<b>\$ 995,803,027</b>	<b>\$ 1,035,049,705</b>
<b>Beginning Fund Balances, Audited</b>	<b>71,817,161</b>	<b>584,064,001</b>	<b>655,881,162</b>	<b>576,161,614</b>
Net Revenue/(Expenses)				
Unrestricted	105,468,066	-	105,468,066	38,987,703
Restricted	4,754,362	-	4,754,362	1,032,274
Net Investment in Plant	-	27,328,234	27,328,234	39,699,571
<b>Ending Fund Balances</b>	<b>\$ 182,039,589</b>	<b>\$ 611,392,235</b>	<b>\$ 793,431,824</b>	<b>\$ 655,881,162</b>
<b>Total Liabilities &amp; Fund Balances</b>	<b>\$ 558,208,814</b>	<b>\$ 1,231,026,037</b>	<b>\$ 1,789,234,851</b>	<b>\$ 1,690,930,867</b>

<sup>1</sup> Includes Unrestricted, Restricted, Loan & Endowment, Scholarship, Agency and Auxiliary Funds.

<sup>2</sup> Includes Unexpended Plant, Retirement of Debt and Investment in Plant Funds.

# HOUSTON COMMUNITY COLLEGE SYSTEM

## Exemptions and Waivers Detail

As of January 31, 2024

	FY 2023		FY 2024	
	Prior Year Activity thru 8/31/2023	Year-to-Date Activity thru 01/31/2023	Year-to-Date Activity thru 01/31/2024	Actuals % Inc/(Dec)YTD vs. PriorYTD
<b>Tuition &amp; Fees</b>				
<b>Budget:</b>				
Adjusted Budget, Annual*	\$ 98,706,512	\$ 101,709,073	\$ 106,400,157	4.6%
<b>Revenues:</b>				
Gross Tuition & Fees	112,300,204	103,713,883	111,254,689	7.3%
<b>Waivers &amp; Exemptions:</b>				
Dual Credit & Early College HS	(11,908,933)	(13,008,445)	(14,563,714)	12.0%
Other	(1,914,551)	(1,520,568)	(1,838,808)	20.9%
Total Waivers & Exemptions	(13,823,484)	(14,529,013)	(16,402,522)	12.9%
<b>Total Tuition &amp; Fees Revenue, Net</b>	<b>\$ 98,476,720</b>	<b>\$ 89,184,870</b>	<b>\$ 94,852,167</b>	<b>6.4%</b>

<b>Tuition &amp; Fees - Extended Learning (EL)</b>				
<b>Budget:</b>				
Adjusted Budget, Annual*	\$ 3,779,257	\$ 5,758,835	\$ 4,862,714	-15.6%
<b>Revenues:</b>				
Gross Tuition & Fees	6,347,399	4,626,466	4,777,346	3.3%
<b>Waivers &amp; Exemptions:</b>				
Department of Corrections	(109,021)	-	-	0.0%
<b>Total EL Tuition &amp; Fees Revenue, Net</b>	<b>\$ 6,238,378</b>	<b>\$ 4,626,466</b>	<b>\$ 4,777,346</b>	<b>3.3%</b>

	FY 2023		FY 2024	
	Prior Year Activity thru 8/31/2023	Year-to-Date Activity thru 01/31/2023	Year-to-Date Activity thru 01/31/2024	Actuals % Inc/(Dec)YTD vs. PriorYTD
<b>Exemptions &amp; Waivers</b>				
Dept of Corrections	\$ 109,021	\$ -	\$ -	0.0%
Dual Credit & Early College HS Waiver	11,908,933	13,008,445	14,563,714	12.0%
<b>Other Exemptions:</b>				
Employee Fee Exemptions	40,808	33,599	32,595	-3.0%
Firemen	20,729	13,635	21,989	61.3%
Hazelwood	812,123	614,433	743,594	21.0%
Deaf & Blind	147,111	132,857	124,337	-6.4%
High Ranking High School Grad	1,991	396	1,694	327.8%
Good Neighbor Program	68,870	42,195	65,230	54.6%
Child of Disabled Vet	(220)	-	2,865	0.0%
Employee of State College & University	-	-	1,995	0.0%
Non-resident Teach/Research Assistant	1,995	4,973	4,418	-11.2%
Non-resident Competitive Scholarships	5,771	17,100	13,395	-21.7%
Senior Citizens	333,133	272,163	341,659	25.5%
Foster Children-Resident	200,338	166,378	206,978	24.4%
Surviving Spouse/Children	7,216	3,104	1,589	-48.8%
Peace Officer Exemption	3,333	2,772	4,488	61.9%
Adopted Student Waiver	271,353	216,963	271,982	25.4%
<b>Total Other Exemptions</b>	<b>1,914,551</b>	<b>1,520,568</b>	<b>1,838,808</b>	<b>20.9%</b>
<b>Grand Total Exemptions &amp; Waivers</b>	<b>\$ 13,932,506</b>	<b>\$ 14,529,013</b>	<b>\$ 16,402,522</b>	<b>12.9%</b>

\*Amount net of exemptions & waivers.



# HOUSTON COMMUNITY COLLEGE SYSTEM

## MONTHLY INVESTMENT REPORT

**For the Month of February 2024**

**Prepared by  
Finance & Administration Division**

The investment portfolio of the Houston Community College System is in compliance with the Public Funds Investment Act and the College's Investment Policy and Strategies.

/s/ Marshall B. Heins

Marshall B. Heins  
Senior Vice Chancellor, Finance & Administration and CFO/CBO

/s/ Jacob Atkin

Jacob Atkin, CPA  
Associate Vice Chancellor, Finance & Accounting

/s/ Victor Onwumere

Victor Onwumere  
Executive Director, Finance & Treasury

# HOUSTON COMMUNITY COLLEGE SYSTEM

## INVESTMENT PORTFOLIO COMPOSITION

### February 29, 2024

Beginning Book Value (February 1, 2024)	\$ 475,937,250
Beginning Market Value (February 1, 2024)	\$ 479,295,435
Additions/Subtractions (Book Value - Net)	\$ 73,167,664
Change in Market Value	\$ 9,103,383
Ending Book Value (February 29, 2024)	\$ 549,104,915
Ending Market Value (February 29, 2024)	\$ 552,204,001
Unrealized Gain/(Loss)	\$ 3,099,086
WAM (67% of Portfolio's Weighted Average Maturity )	1 day
WAM (33% of Portfolio's Weighted Average Maturity - Securities Held To Maturity)	223

* Net amount provided/(for) operations	\$ 72,871,451
* Net amount provided/(for) CIP/others	296,214
	<u>\$ 73,167,664</u>

### EXECUTIVE SUMMARY

### INVENTORY HOLDINGS REPORT

#### February 29, 2024

	Ending Book Value	Ending Market Value	Unrealized Gain (Loss)
US Treasuries	\$ 148,666,997	\$ 151,791,342	\$ 3,124,344
US Agencies	29,371,459	29,346,201	(25,258)
Local Government Pools	213,736,183	213,736,183	-
Money Market Funds	156,943,977	156,943,977	-
Interest Bearing Checking	386,298	386,298	-
Total	<u>\$ 549,104,915</u>	<u>\$ 552,204,001</u>	<u>\$ 3,099,086</u>
WAR (Weighted Average Interest Rate)		<u>5.08%</u>	

INVESTMENTS  
INVENTORY HOLDINGS REPORT (OPERATING AND OTHERS)  
February 29, 2024

Description	Held At	Interest Rate	Purchase Date	Maturity Date	Par	Discount AMT	Beginning Mkt. Value	Beginning Book Value	Net Change	Ending Book Value	Ending Mkt. Value	Change in Mkt. Value	Unrealized Gain/(Loss)
Fannie Mae ARM Pool 708686	Bank of America	4.07%	02/22/05	05/01/33	\$ 8,510	\$ (1,469)	\$ 8,497	\$ 9,979	\$ (56)	\$ 9,923	\$ 8,449	\$ (48)	\$ (1,474)
Fannie Mae ARM Pool 805454	Bank of America	4.67%	12/23/04	12/01/34	9,405	(5,912)	9,419	15,317	(51)	15,266	9,365	(55)	(5,901)
Federal Home Loan BankUS Domestic Unsecured	Bank of America	4.88%	02/17/23	09/13/24	10,000,000	10,875	9,985,785	9,989,125	-	9,989,125	9,974,403	(11,382)	(14,723)
Federal Home Loan BankUS Domestic Unsecured	Bank of America	5.00%	02/16/23	02/21/24	-	-	9,998,693	10,000,000	(10,000,000)	-	-	(9,998,693)	-
Federal Home Loan BankUS Domestic Unsecured	Bank of America	5.25%	03/06/23	03/06/24	10,000,000	7,403	9,999,008	9,992,597	-	9,992,597	9,999,443	435	6,846
Federal Home Loan Bank Global Unsecured	Bank of America	0.38%	01/19/24	09/04/25	10,000,000	635,453	9,395,859	9,364,548	-	9,364,548	9,354,542	-	(10,006)
U.S. Treasury Notes US Govt National	Bank of America	2.38%	02/17/23	08/15/24	5,000,000	172,950	4,927,734	4,827,050	-	4,827,050	4,934,375	6,641	107,325
U.S. Treasury Notes US Govt Treasury	Bank of America	3.25%	02/16/23	08/31/24	15,000,000	344,531	14,838,867	14,655,469	-	14,655,469	14,847,656	8,789	192,188
U.S. Treasury Notes US Govt Treasury	Bank of America	0.13%	03/23/22	02/15/24	-	-	9,980,453	9,633,910	(9,633,910)	-	-	(9,980,453)	-
U.S. Treasury Notes US Govt Treasury	Bank of America	0.25%	03/24/22	03/15/24	20,000,000	721,000	19,881,335	19,279,000	-	19,279,000	19,960,543	79,208	681,543
U.S. Treasury Notes US Govt Treasury	Bank of America	0.38%	02/10/23	04/15/24	25,000,000	1,255,859	24,749,024	23,744,141	-	23,744,141	24,846,423	97,400	1,102,283
U.S. Treasury Notes US Govt Treasury	Bank of America	0.75%	04/18/23	11/15/24	20,000,000	1,106,250	19,367,969	18,893,750	-	18,893,750	19,392,969	25,000	499,219
U.S. Treasury Notes US Govt Treasury	Bank of America	0.63%	04/26/23	10/15/24	10,000,000	520,305	9,704,297	9,479,695	-	9,479,695	9,720,703	16,406	241,008
U.S. Treasury Notes US Govt Treasury	Bank of America	0.75%	05/03/23	11/15/24	10,000,000	512,500	9,683,984	9,487,500	-	9,487,500	9,696,484	12,500	208,984
U.S. Treasury Notes US Govt Treasury	Bank of America	1.75%	10/19/23	03/15/25	10,000,000	488,256	9,689,453	9,511,744	-	9,511,744	9,667,969	(21,484)	156,224
U.S. Treasury Notes US Govt Treasury	Bank of America	1.75%	01/19/24	03/15/25	5,000,000	160,500	4,844,727	4,839,500	-	4,839,500	4,833,984	(10,742)	(5,516)
U.S. Treasury Notes US Govt Treasury	Bank of America	0.50%	01/19/24	03/31/25	10,000,000	475,000	9,541,406	9,525,000	-	9,525,000	9,529,297	(12,109)	4,297
U.S. Treasury Notes US Govt Treasury	Bank of America	2.75%	02/08/24	05/15/25	5,000,000	115,500	-	-	4,884,500	4,884,500	4,873,047	4,873,047	(11,453)
U.S. Treasury Notes US Govt Treasury	Bank of America	2.63%	02/08/24	04/15/25	15,000,000	348,047	-	-	14,651,953	14,651,953	14,614,453	14,614,453	(37,500)
U.S. Treasury Notes US Govt Treasury	Bank of America	2.88%	02/08/24	06/15/25	5,000,000	112,305	-	-	4,887,695	4,887,695	4,873,438	4,873,438	(14,258)
Debt Service 2001A Bond Interest Checking	Bank of America	1.83%				-	1,256	1,256	2	1,259	1,259	4,531,033	-
HCCS Merchant Service	Bank of America	0.79%				-	38,913	38,913	(5,806)	33,106	33,106	-	-
LTD 2013 Tax Bond General Checking	Bank of America	1.77%				-	198,324	198,324	153,609	351,933	351,933	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs)	Bank of America	3.70%				-	116,622,731	116,622,731	37,406,156	154,028,887	154,028,887	-	-
Money Market 2006 Jr. Lien Debt Reserve	Bank of America	3.70%				-	2,902,224	2,902,224	12,867	2,915,090	2,915,090	-	-
Lone Star (Corporate Overnight Fund)	State Street Bank	4.09%				-	83,738,010	83,738,010	15,371,724	99,109,734	99,109,734	-	-
TexPool	State Street Bank	4.03%				-	99,187,467	99,187,467	15,438,982	114,626,449	114,626,449	-	-
<b>TOTAL</b>							<b>\$ 479,295,435</b>	<b>\$ 475,937,250</b>	<b>\$ 73,167,664</b>	<b>\$ 549,104,915</b>	<b>\$ 552,204,001</b>	<b>\$ 9,103,383</b>	<b>\$ 3,099,086</b>





# Summary Operating Statements

For the Period  
September 1, 2023 - February 29, 2024

For the Meeting of the Board of Trustees - April 3, 2024

for

**Houston Community College System**



# Table of Contents

For the Period September 1, 2023 - February 29, 2024

## **Houston Community College System**

<b>Summary</b>	Summary of Financial Statements	1
<b>Revenues, Expenses &amp; Fund Balances</b>	Statement of Revenues, Expenses and Fund Balances - All Funds	3
<b>Operating Summary</b>	Unrestricted Revenues and Expenses	4
<b>Auxiliary Summary</b>	Auxiliary Revenues and Expenses by Fund	5
<b>Budgets &amp; Actuals Summary</b>	Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison	7
<b>Balance Sheet</b>	Balance Sheet by Fund	8
<b>Exemptions &amp; Waivers</b>	Exemptions and Waivers Detail	9

## Summary of Financial Statements As of February 29, 2024

On June 21, 2023, the Board of Trustees approved the FY 2024 operating budget totaling \$398.2 million. The FY 2024 budget included conservative revenue and expense estimates. Included in the FY 2024 budget is a fund balance transfer totaling \$7 million to continue addressing deferred maintenance. The HEERF Grant process ended on October 31, 2023. No additional funds will be received in FY 2024 and beyond.

The Board approved the FY 2024 Auxiliary budget, Restricted Funds budget, and the Capital and Technology Plan budget. The approved FY 2024 Auxiliary Services revenue budget totals \$7.8 million. Overall, this is a 3% increase compared to the prior year, primarily due to the rental of HCCS space for campus wide events. The Restricted budget totals \$138 million for grant activities, financial aid, and payments for employee benefits. Finally, the approved Capital and Technology Plan budget totals \$7.3 million, which is earmarked for the continuation of asset upgrades and replacement of information and instructional technology equipment.

The Unrestricted Fund as of February 29, 2024, total revenues and fund balance transfers are \$367.7 million. This represents 92.3% of the budgeted total of \$398.2 million. Expenses total \$178.6 million to date, which is 44.8% of the total expense budget of \$398.2 million. Compared with the same period last year, revenues and transfers are higher by 11.2% and expenses are higher by 9.2%. Actual net revenue is \$189.1 million to date. However, revenues and expenses are expected to fall within budget by year end.

Ad Valorem Tax revenue is estimated to increase by 8% for FY 2024 due to increased property tax valuations in the taxing district. The increase in property valuations has allowed HCC to decrease its overall tax rate by 3.5%. Ad Valorem tax revenue is 6.8% higher when compared to last year due to timing of collections. Timing of collections in December through March is different each year. Looking ahead tax revenue will normalize and is expected to fall within budget by year end.

State appropriations are higher by \$20.8 million when compared to this time last year. This is due to the State's new payment schedule, however, appropriations are expected to be within budget by year-end.

Tuition and fees, net, which include revenues for semester credit hour (SCH) courses, are **6.6%** higher than last year at this time. **Gross tuition and fee revenues are up 7.4%** compared to last year due to increased enrollments and increased program offerings in high demand fields (see page 9). Total waivers and exemptions increased by 12.3% primarily due to Dual Credit waivers.

Extended learning tuition and fees, net are 6.6% higher than last year at this time. **Gross tuition and fees revenues are up by 6.6%.**

Other local income is higher when compared to last year primarily due to an increase in investment interest income.

Actual salaries for FY 2024 are 7.5% higher compared to FY 2023; this is due primarily to a Board approved salary increase of 4% for full-time employees, part-time hourly staff, and an additional 3.5% for faculty leveling. Employee benefits are lower by 5.9% for FY 2024 compared to FY 2023.

Transfers/Debt remain high due to continuing the budgeted transfers for Deferred Maintenance and technology fees.

Several line-item expenses (supplies, travel, marketing, insurance, contracted services, instructional and other material, etc.) have variances due to timing differences in recording transactions from year-to-year and the effects of employees returning from working remotely. Expenses are expected to be within budget by year-end.

Debt interest expense for the month totaled \$1,463,041 compared to this time in FY 2023 of \$1,767,660.

**HOUSTON COMMUNITY COLLEGE SYSTEM**  
**Statement of Revenues, Expenses and Fund Balances - All Funds**  
**As of February 29, 2024**

	Unrestricted	Restricted	Auxiliary	Loans	Scholarship	Unexpended Plant	Capital and Technology	Retirement of Debt	Investment in Plant	Total
<b>Revenues</b>	\$ 360,649,654	\$ 23,673,755	\$ 4,195,146	\$ -	\$ 88,199,893	\$ 1,484,028	\$ (106,743)	\$ 41,913,241	\$ 216,162	\$ 520,225,136
<b>Expenses</b>										
Salaries	111,671,949	3,195,557	417,617	-	1,149,938	-	-	-	-	116,435,060
Employee Benefits	12,332,263	13,172,891	79,197	-	-	-	-	-	-	25,584,351
Supplies & General Expense	2,069,615	155,997	296,326	-	-	25,317	43,382	-	-	2,590,637
Travel	266,070	37,509	8,008	-	-	-	-	-	-	311,588
Marketing Costs	1,146,904	22,713	-	-	-	-	-	-	-	1,169,617
Rentals & Leases	151,734	3,718	-	-	-	2,097	-	-	-	157,548
Insurance/Risk Mgmt.	7,621,315	537	966	-	-	-	-	-	-	7,622,818
Contracted Services	12,130,741	150,384	340,201	-	-	11,829	14,211	352,436	-	12,999,802
Utilities	4,145,069	-	174,126	-	-	-	-	-	-	4,319,195
Other Departmental Expenses	1,157,583	326,471	162,798	-	224,840	-	-	-	-	1,871,692
Instructional & Other Materials	7,094,953	449,657	240	-	-	-	91,300	-	-	7,636,151
Maintenance & Repair	627,991	-	853	-	-	-	11,671	-	-	640,514
Transfers (In)/Out <sup>1</sup>	16,440,456	-	-	-	(798,751)	(2,365,694)	(15,594,243)	2,318,232	-	-
Debt	6,216	-	-	-	-	-	-	32,598,669	-	32,604,885
Capital Outlay	1,729,608	456,029	23,709	-	-	4,678,687	3,977,378	-	-	10,865,411
Depreciation	-	-	-	-	-	-	-	-	17,388,988	17,388,988
Scholarship Distribution	-	-	1,664,272	-	87,836,968	-	-	-	-	89,501,240
<b>Total Expenses</b>	<b>178,592,466</b>	<b>17,971,463</b>	<b>3,168,314</b>	<b>-</b>	<b>88,412,994</b>	<b>2,352,236</b>	<b>(11,456,301)</b>	<b>35,269,336</b>	<b>17,388,988</b>	<b>331,699,498</b>
<b>Net Revenues/(Expenses)</b>	<b>182,057,188</b>	<b>5,702,292</b>	<b>1,026,832</b>	<b>-</b>	<b>(213,101)</b>	<b>(868,208)</b>	<b>11,349,558</b>	<b>6,643,904</b>	<b>(17,172,827)</b>	<b>188,525,639</b>
<b>Other Adjustments and Transfers</b>										
Debt Principal Payments <sup>2</sup>	-	-	-	-	-	-	-	-	-	-
Debt Refinancing	-	-	-	-	-	-	-	-	-	-
Capitalization of Assets & CIP <sup>2</sup>	916,676	424,026	19,941	-	-	5,573,280	2,560,302	-	24,949,404	34,443,629
Transfers of Completed Projects/Assets	(916,676)	(424,026)	(19,941)	-	-	(3,348,564)	(332,830)	-	5,042,037	-
Transfers of Balances between Funds	-	-	-	-	-	-	-	-	-	-
<b>Total Other Adjustments and Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,224,716</b>	<b>2,227,472</b>	<b>-</b>	<b>29,991,441</b>	<b>34,443,629</b>
<b>Beginning Fund Balances, Audited</b>	<b>47,260,527</b>	<b>853,011</b>	<b>21,027,692</b>	<b>238,698</b>	<b>2,437,234</b>	<b>54,859,947</b>	<b>33,340,424</b>	<b>18,829,170</b>	<b>477,034,460</b>	<b>655,881,162</b>
<b>Ending Fund Balances</b>	<b>\$ 229,317,715</b>	<b>\$ 6,555,303</b>	<b>\$ 22,054,524</b>	<b>\$ 238,698</b>	<b>2,224,133</b>	<b>\$ 56,216,455</b>	<b>\$ 46,917,454</b>	<b>\$ 25,473,073</b>	<b>\$ 489,853,073</b>	<b>\$ 878,850,428</b>

<sup>1</sup>Transfers include student revenue bond payment funds, scholarship matching funds, and transfers to Unexpended Plant and Capital and Technology Funds.

<sup>2</sup>Per government accounting practices, items included in the expenses category above are subsequently deducted from YTD expenses shown above and reclassified as increases or decreases to appropriate asset and liability line items on the balance sheet (page 8). Also, includes GASB 96 SBITA.

**HOUSTON COMMUNITY COLLEGE SYSTEM**  
**Unrestricted Revenues and Expenses**  
**Comparison to Budget and Previous Fiscal Year**  
**As of February 29, 2024**  
**50% of Year**

	<b>Budget Comparison</b>			<b>Previous Fiscal Year Comparison</b>			
	<b>FY 2024 Adjusted Budget &amp; Actuals</b>						
	<b>FY 2024 Adjusted Budget</b>	<b>Year-to-Date Actuals Thru February 29, 2024</b>	<b>Actuals as a % of Budget</b>	<b>Year-to-Date Actuals Thru February 29, 2024</b>	<b>Year-to-Date Actuals Thru February 28, 2023</b>	<b>Increase (Decrease) FY 2024 Compared to FY 2023</b>	<b>% Increase (Decrease)</b>
<b>REVENUES</b>							
State Appropriations	\$ 68,550,037	\$ 48,190,641	70.3%	\$ 48,190,641	\$ 27,342,500	\$ 20,848,141	76.2%
Ad Valorem Taxes	205,735,996	199,644,651	97.0%	199,644,651	186,929,620	12,715,032	6.8%
Tuition & Fees, Net	106,400,157	96,063,679	90.3%	96,063,679	90,079,075	5,984,605	6.6%
Other Local Income	5,000,000	11,152,194	223.0%	11,152,194	6,052,442	5,099,752	84.3%
Tuition & Fees, Net -- Extended Learning	4,862,714	5,258,392	108.1%	5,258,392	4,932,378	326,015	6.6%
Grant Revenue - HEERF Funds	-	-	0.0%	-	5,008,012	(5,008,012)	-100.0%
Grant Revenue - Indirect Cost	650,000	340,096	52.3%	340,096	343,964	(3,868)	-1.1%
<b>Total Revenues</b>	<b>391,198,904</b>	<b>360,649,654</b>	<b>92.2%</b>	<b>360,649,654</b>	<b>320,687,990</b>	<b>39,961,664</b>	<b>12.5%</b>
<b>Fund Balance Transfers In</b>	<b>7,045,981</b>	<b>7,045,981</b>	<b>100.0%</b>	<b>7,045,981</b>	<b>10,000,000</b>	<b>(2,954,019)</b>	<b>-29.5%</b>
<b>Total Revenues and Fund Balance Transfers</b>	<b>\$ 398,244,885</b>	<b>\$ 367,695,636</b>	<b>92.3%</b>	<b>\$ 367,695,636</b>	<b>\$ 330,687,990</b>	<b>\$ 37,007,646</b>	<b>11.2%</b>
<b>EXPENSES</b>							
Salaries	236,549,791	111,671,949	47.2%	111,671,949	103,846,129	7,825,820	7.5%
Employee Benefits	35,127,911	12,332,263	35.1%	12,332,263	13,111,229	(778,967)	-5.9%
Supplies & General Expense	5,060,804	2,069,615	40.9%	2,069,615	1,867,542	202,073	10.8%
Travel	1,256,179	266,070	21.2%	266,070	315,238	(49,168)	-15.6%
Marketing Costs	3,763,922	1,146,904	30.5%	1,146,904	540,607	606,297	112.2%
Rentals & Leases	451,024	151,734	33.6%	151,734	141,087	10,647	7.5%
Insurance/Risk Mgmt.	8,146,495	7,621,315	93.6%	7,621,315	3,126,329	4,494,986	143.8%
Contracted Services	33,230,282	12,130,741	36.5%	12,130,741	11,699,912	430,829	3.7%
Utilities	8,711,857	4,145,069	47.6%	4,145,069	3,866,004	279,065	7.2%
Other Departmental Expenses	4,103,889	1,157,583	28.2%	1,157,583	1,079,203	78,379	7.3%
Instructional & Other Materials	10,619,029	7,094,953	66.8%	7,094,953	7,765,384	(670,431)	-8.6%
Maintenance & Repair	1,862,264	627,991	33.7%	627,991	557,683	70,308	12.6%
Transfers\Debt	41,220,078	16,446,672	39.9%	16,446,672	13,158,789	3,287,883	25.0%
Contingency/Initiatives	1,232,169	-	0.0%	-	-	-	0.0%
Capital Outlay	6,219,191	1,729,608	27.8%	1,729,608	2,512,581	(782,973)	-31.2%
Scholarship Distribution	690,000	-	0.0%	-	-	-	0.0%
<b>Total Expenses</b>	<b>\$ 398,244,885</b>	<b>\$ 178,592,466</b>	<b>44.8%</b>	<b>\$ 178,592,466</b>	<b>\$ 163,587,719</b>	<b>\$ 15,004,747</b>	<b>9.2%</b>
<b>NET REVENUE/(EXPENSES)</b>	<b>\$ (0)</b>	<b>\$ 189,103,169</b>		<b>\$ 189,103,169</b>	<b>\$ 167,100,271</b>	<b>\$ 22,002,899</b>	

# HOUSTON COMMUNITY COLLEGE SYSTEM

## Auxiliary Revenues and Expenses by Fund

As of February 29, 2024

### Auxiliary Funds - Uncommitted Portion

	Main Leasing	Misc. Auxiliary *	Bookstore Commission	Cafe Club NEO 3100 Main	Scholarships	Subtotal Uncommitted
<b>Revenues</b>	\$ 1,988,899	\$ 188,706	\$ 658,726	\$ (20)	\$ -	\$ 2,836,311
<b>Expenses</b>						
Salaries	142,530	46,676	-	-	51,804	241,010
Employee Benefits	35,647	6,344	-	-	760	42,751
Supplies & General Expense	14,939	28,475	-	-	-	43,414
Travel	-	35	-	-	-	35
Marketing Costs	-	-	-	-	-	-
Rentals & Leases	-	-	-	-	-	-
Insurance/Risk Mgmt.	-	-	-	-	-	-
Contracted Services	322,439	5,039	-	-	-	327,478
Utilities	174,126	-	-	-	-	174,126
Other Departmental Expenses	-	140,400	-	-	-	140,400
Instructional & Other Materials	-	-	-	-	-	-
Maintenance & Repair	853	-	-	-	-	853
Transfers/Debt	-	-	-	-	-	-
Capital Outlay	17,433	6,232	-	-	-	23,666
Scholarship Distribution	-	-	-	-	1,642,307	1,642,307
<b>Total Expenses</b>	<b>707,966</b>	<b>233,201</b>	<b>-</b>	<b>-</b>	<b>1,694,871</b>	<b>2,636,039</b>
<b>Contribution to Fund Balance</b>	<b>\$ 1,280,933</b>	<b>\$ (44,496)</b>	<b>\$ 658,726</b>	<b>\$ (20)</b>	<b>\$ (1,694,871)</b>	<b>200,272</b>
<b>Beginning Fund Balance, Audited</b>						<b>16,887,134</b>
<b>Ending Fund Balance</b>						<b>\$ 17,087,406</b>

\* Expenditures in this category include Minority Male Initiative, Government Relations, Mobile Go, etc.

# HOUSTON COMMUNITY COLLEGE SYSTEM

## Auxiliary Revenues and Expenses By Fund

As of February 29, 2024

### Auxiliary Funds - International and Committed Portions

	International				Committed				Total
	Saigon Tech	Qatar	Other International Initiatives	Subtotal International	Student Vending Commission	Student Activity Fee	Student Athletic Fee	Subtotal Committed	Total Auxiliary
<b>Revenues</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 765,801	\$ 593,034	\$ 1,358,835	\$ 4,195,146
<b>Expenses</b>									
Salaries	-	-	-	-	-	10,953	165,653	176,607	417,617
Employee Benefits	-	-	-	-	-	2,575	33,871	36,446	79,197
Supplies & General Expense	-	-	-	-	-	229,878	23,034	252,913	296,326
Travel	-	-	-	-	-	7,973	-	7,973	8,008
Marketing Costs	-	-	-	-	-	-	-	-	-
Rentals & Leases	-	-	-	-	-	-	-	-	-
Insurance/Risk Mgmt.	-	-	-	-	-	889	77	966	966
Contracted Services	-	-	-	-	-	11,985	738	12,724	340,201
Utilities	-	-	-	-	-	-	-	-	174,126
Other Departmental Expenses	-	-	-	-	-	19,424	2,975	22,399	162,798
Instructional & Other Materials	-	-	-	-	-	-	240	240	240
Maintenance & Repair	-	-	-	-	-	-	-	-	853
Transfers/Debt	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	44	-	44	23,709
Scholarship Distribution	-	-	-	-	-	21,965	-	21,965	1,664,272
<b>Total Expenses</b>	-	-	-	-	-	305,687	226,588	532,275	3,168,314
<b>Contribution to Fund Balance</b>	-	-	-	-	-	460,113	366,446	826,560	1,026,832
<b>Beginning Fund Balance, Audited</b>				1,704,280	(1,284,080)	1,819,667	1,900,691	2,436,278	21,027,692
<b>Ending Fund Balance</b>				\$ 1,704,280	\$ (1,284,080)	\$ 2,279,780	\$ 2,267,137	\$ 3,262,838	\$ 22,054,524



**HOUSTON COMMUNITY COLLEGE SYSTEM**  
**Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison**  
**As of February 29, 2024**  
**50% of Year**

<b>Division</b>	<b>FY 2024 Adjusted Budget</b>	<b>Actuals as of February 29, 2024</b>	<b>% Spent</b>	<b>FY 2023 Adjusted Budget</b>	<b>Actuals as of February 28, 2023</b>	<b>% Spent</b>
Central College	\$ 13,406,096	\$ 6,283,228	46.9%	\$ 12,357,050	5,572,998	45.1%
Northwest College	16,163,822	7,605,967	47.1%	14,831,839	6,844,524	46.1%
Northeast College	14,311,101	6,957,661	48.6%	13,362,856	6,595,067	49.4%
Southwest College	14,920,175	7,369,482	49.4%	13,823,337	6,900,294	49.9%
Southeast College	15,387,559	7,369,733	47.9%	14,614,612	6,837,245	46.8%
Coleman College	19,126,736	8,874,434	46.4%	17,058,393	7,645,154	44.8%
Academic Instruction	76,256,646	37,761,532	49.5%	71,637,391	35,589,858	49.7%
Division of Workforce Instruction	3,761,481	1,543,308	41.0%	3,562,520	1,423,379	40.0%
Office of the Chancellor	10,617,867	4,232,441	39.9%	10,015,358	4,437,512	44.3%
Instructional Services	9,201,542	3,406,217	37.0%	8,487,187	3,281,743	38.7%
Online College	2,576,502	1,112,686	43.2%	2,418,079	1,029,629	42.6%
Student Services	11,551,196	3,719,597	32.2%	9,939,548	3,508,042	35.3%
Strategy, Planning & Institutional Effectiveness	6,853,003	2,682,318	39.1%	5,708,976	2,023,492	35.4%
Public Information, Communication & External Affairs	8,240,836	3,454,001	41.9%	8,157,321	2,559,621	31.4%
Legal & Compliance	16,356,457	10,155,813	62.1%	14,183,602	5,697,108	40.2%
Finance & Administration	65,804,245	32,730,562	49.7%	65,332,766	31,734,558	48.6%
System	93,709,621	33,333,486	35.6%	92,888,948	31,907,497	34.4%
<b>Grand Total</b>	<b>\$ 398,244,885</b>	<b>\$ 178,592,467</b>	<b>44.8%</b>	<b>\$ 378,379,782</b>	<b>\$ 163,587,719</b>	<b>43.2%</b>

# HOUSTON COMMUNITY COLLEGE SYSTEM

## Balance Sheet by Fund

As of February 29, 2024

	CURRENT & LOAN FUNDS <sup>1</sup>	PLANT & BOND FUNDS <sup>2</sup>	TOTAL ALL FUNDS	RESTATED PRIOR YEAR TOTAL ALL FUNDS
<b>ASSETS</b>				
Current Assets:				
Cash & cash equivalents	\$ 312,337,777	\$ 85,596,914	\$ 397,934,691	\$ 215,380,323
Short-term Investments	71,242,793	-	71,242,793	73,696,899
Accounts receivable (net)	24,908,781	837,172	25,745,953	25,237,456
Deferred charges	33,693	-	33,693	7,147,785
Prepays	10,231,625	-	10,231,625	11,347,398
Total Current Assets	418,754,669	86,434,086	505,188,755	332,809,861
Non-current Assets:				
Restricted cash & cash equivalents	-	28,438,607	28,438,607	35,805,948
Restricted long-term investments	-	17,814	17,814	18,268
Long-term investments	116,517,429	-	116,517,429	67,150,000
Long-term lease receivable	31,580,030	-	31,580,030	32,097,702
Capital assets, net	4,210,330	1,096,869,484	1,101,079,814	1,156,138,754
Total Non-current Assets	152,307,789	1,125,325,905	1,277,633,694	1,291,210,672
<b>Total Assets</b>	<b>\$ 571,062,458</b>	<b>\$ 1,211,759,991</b>	<b>\$ 1,782,822,449</b>	<b>\$ 1,624,020,533</b>
Deferred Outflows of Resources:				
OPEB	28,637,337	-	28,637,337	28,637,337
Pension	36,446,112	-	36,446,112	36,446,112
Advance Funding Valuation	-	1,826,885	1,826,885	1,826,885
Total Deferred Outflows of Resources	\$ 65,083,449	\$ 1,826,885	\$ 66,910,334	\$ 66,910,334
<b>Total Assets and Deferred Outflows of Resources</b>	<b>\$ 636,145,907</b>	<b>\$ 1,213,586,876</b>	<b>\$ 1,849,732,783</b>	<b>\$ 1,690,930,867</b>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	12,709,339	391,971	13,101,310	12,570,107
Accrued Interest- SBITA	99,920	-	99,920	99,920
Accrued liabilities	716,538	17,701	734,239	7,805,749
Compensated absences	4,675,803	-	4,675,803	4,675,803
Funds held for others	2,061,998	189,208	2,251,206	834,820
Deferred revenue	879,258	-	879,258	36,644,040
SBITA- Current portion	2,998,203	-	2,998,203	2,998,203
Net OPEB liability-current portion	3,716,565	-	3,716,565	3,716,565
Notes payable-current portion	-	774,431	774,431	952,172
Bonds payable-current portion	-	19,853,000	19,853,000	44,005,000
Total Current Liabilities	27,857,624	21,226,311	49,083,935	114,302,379
Non-current Liabilities:				
SBITA Liability	1,017,835	-	1,017,835	1,017,835
Net OPEB liability	139,239,945	-	139,239,945	139,239,945
Net pension liability	94,677,214	-	94,677,214	94,677,214
Notes payable	-	2,252,830	2,252,830	2,252,830
Bonds payable	-	560,322,181	560,322,181	560,322,181
Total Non-current Liabilities	234,934,994	562,575,011	797,510,005	797,510,005
<b>Total Liabilities</b>	<b>\$ 262,792,618</b>	<b>\$ 583,801,322</b>	<b>\$ 846,593,940</b>	<b>\$ 911,812,384</b>
Deferred Inflows of Resources:				
Leases	32,209,203	-	32,209,203	31,158,110
OPEB	63,670,153	-	63,670,153	11,325,497
Pension	17,083,562	-	17,083,562	63,670,152
Advance Funding Valuation	-	11,325,497	11,325,497	17,083,562
Total Deferred Inflows of Resources	\$ 112,962,918	\$ 11,325,497	\$ 124,288,415	\$ 123,237,321
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>\$ 375,755,536</b>	<b>\$ 595,126,819</b>	<b>\$ 970,882,355</b>	<b>\$ 1,035,049,705</b>
<b>Beginning Fund Balances, Audited</b>	<b>71,817,161</b>	<b>584,064,001</b>	<b>655,881,162</b>	<b>576,161,614</b>
Net Revenue/(Expenses)				
Unrestricted	183,084,019	-	183,084,019	38,987,703
Restricted	5,489,191	-	5,489,191	1,032,274
Net Investment in Plant	-	34,396,056	34,396,056	39,699,571
<b>Ending Fund Balances</b>	<b>\$ 260,390,371</b>	<b>\$ 618,460,057</b>	<b>\$ 878,850,428</b>	<b>\$ 655,881,162</b>
<b>Total Liabilities &amp; Fund Balances</b>	<b>\$ 636,145,907</b>	<b>\$ 1,213,586,876</b>	<b>\$ 1,849,732,783</b>	<b>\$ 1,690,930,867</b>

<sup>1</sup> Includes Unrestricted, Restricted, Loan & Endowment, Scholarship, Agency and Auxiliary Funds.

<sup>2</sup> Includes Unexpended Plant, Retirement of Debt and Investment in Plant Funds.

# HOUSTON COMMUNITY COLLEGE SYSTEM

## Exemptions and Waivers Detail

As of February 29, 2024

	FY 2023		FY 2024	
	Prior Year Activity thru 8/31/2023	Year-to-Date Activity thru 02/28/2023	Year-to-Date Activity thru 02/29/2024	Actuals % Inc/(Dec)YTD vs. PriorYTD
<b>Tuition &amp; Fees</b>				
<b>Budget:</b>				
Adjusted Budget, Annual*	\$ 98,706,512	\$ 101,709,073	\$ 106,400,157	4.6%
<b>Revenues:</b>				
Gross Tuition & Fees	112,300,204	104,908,866	112,719,978	7.4%
<b>Waivers &amp; Exemptions:</b>				
Dual Credit & Early College HS	(11,908,933)	(13,181,566)	(14,625,129)	11.0%
Other	(1,914,551)	(1,648,225)	(2,031,170)	23.2%
Total Waivers & Exemptions	(13,823,484)	(14,829,791)	(16,656,299)	12.3%
<b>Total Tuition &amp; Fees Revenue, Net</b>	<b>\$ 98,476,720</b>	<b>\$ 90,079,075</b>	<b>\$ 96,063,679</b>	<b>6.6%</b>

<b>Tuition &amp; Fees - Extended Learning (EL)</b>				
<b>Budget:</b>				
Adjusted Budget, Annual*	\$ 3,779,257	\$ 5,758,835	\$ 4,862,714	-15.6%
<b>Revenues:</b>				
Gross Tuition & Fees	6,347,399	4,932,378	5,258,392	6.6%
<b>Waivers &amp; Exemptions:</b>				
Department of Corrections	(109,021)	-	-	0.0%
<b>Total EL Tuition &amp; Fees Revenue, Net</b>	<b>\$ 6,238,378</b>	<b>\$ 4,932,378</b>	<b>\$ 5,258,392</b>	<b>6.6%</b>

	FY 2023		FY 2024	
	Prior Year Activity thru 8/31/2023	Year-to-Date Activity thru 02/28/2023	Year-to-Date Activity thru 02/29/2024	Actuals % Inc/(Dec)YTD vs. PriorYTD
<b>Exemptions &amp; Waivers</b>				
Dept of Corrections	\$ 109,021	\$ -	\$ -	0.0%
Dual Credit & Early College HS Waiver	11,908,933	13,181,566	14,625,129	11.0%
<b>Other Exemptions:</b>				
Employee Fee Exemptions	40,808	36,439	34,581	-5.1%
Firemen	20,729	13,635	25,672	88.3%
Hazelwood	812,123	706,034	887,165	25.7%
Deaf & Blind	147,111	138,978	125,355	-9.8%
High Ranking High School Grad	1,991	396	1,694	327.8%
Good Neighbor Program	68,870	42,648	65,230	52.9%
Child of Disabled Vet	(220)	-	2,865	0.0%
Employee of State College & University	-	-	1,995	0.0%
Non-resident Teach/Research Assistant	1,995	6,826	6,555	-4.0%
Non-resident Competitive Scholarships	5,771	16,245	13,823	-14.9%
Senior Citizens	333,133	271,960	356,465	31.1%
Foster Children-Resident	200,338	179,243	216,460	20.8%
Surviving Spouse/Children	7,216	3,104	1,589	-48.8%
Peace Officer Exemption	3,333	3,497	4,686	34.0%
Adopted Student Waiver	271,353	229,220	287,035	25.2%
<b>Total Other Exemptions</b>	<b>1,914,551</b>	<b>1,648,225</b>	<b>2,031,170</b>	<b>23.2%</b>
<b>Grand Total Exemptions &amp; Waivers</b>	<b>\$ 13,932,506</b>	<b>\$ 14,829,791</b>	<b>\$ 16,656,299</b>	<b>12.3%</b>

\*Amount net of exemptions & waivers.

# REPORT ITEM

**Meeting Date:** April 3, 2024

**Topics For Discussion and/or Action:**

ITEM #	ITEM TITLE	PRESENTER
C.	Report on FY2025 Budget Development - Board Budget Workshop #4: Overview of Preliminary Operating Budget	Dr. Margaret Ford Fisher Jacob Atkin

## DISCUSSION

Budget workshop to continue Board's planning and budget development process, present HCC's FY2025 planning and budget development for Unrestricted Fund Revenues and Expenses.

## COMPELLING REASON AND BACKGROUND

- On December 13, 2023, Board Workshop #1, the Board of Trustees received the proposed integrated planning and budget development process timeline.
- On January 10, 2024, Board Workshop #2, Administration presented and reviewed the Operating Budget Development Timeline and presented the Operating Revenue Philosophy and Operating Expense Philosophy used to manage and guide the FY2025 budgeting process.
- On February 14, 2024, Board Workshop #3, Administration presented the Safety and Security project update, tuition and fee strategy, and a preliminary Operating (Unrestricted) Budget forecast.
- In Workshop #4, Administration will present the Proposed Unrestricted Fund Revenue and Expense Budget. With guidance from the Board, the Institutional Strategic priorities and available funding sources, a final budget consistent with the Board's priorities will be presented for adoption at the June 2024 Board Meeting.

## FISCAL IMPACT

The final budget of the college 2024-2025 will provide the funding for all college operations.

## LEGAL REQUIREMENT

Section 51.0051, Annual Operating Budgets, Texas Education Code, provides that "the governing board of each institution shall approve on or before September 1 of each year an itemized budget covering the operation of the institution for the fiscal year beginning on September 1 of each year."

## STRATEGIC ALIGNMENT

*1. Student Success, 5. College of Choice*

**ATTACHMENTS:**

Description	Upload Date	Type
FY2025 Budget Workshop #4 Presentation	3/26/2024	Presentation

**This item is applicable to the following:**

Central, Coleman, Northeast, Northwest, Southeast, Southwest, District, Online



# **HCCS Operating Budget Board Workshop #4: Overview of Preliminary FY 2025 Operating Budget Development**

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Margaret Ford Fisher, Ed.D., Chancellor

Jacob Atkin, CPA, Interim Vice Chancellor, Finance

April 3, 2024

# Purpose of Presentation

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Present to Board of Trustees HCCS FY 2025 planning and budget development for the Operating (Unrestricted) Budget and receive Board of Trustees feedback

- FY 2025 Compensation Preliminary Presentation/Findings
- FY 2025 Preliminary Operating Budget – Revenue Components
- FY 2025 Preliminary Operating Budget – Expense Components
- FY 2025 Request for Funding – Known Commitments and HB8 Initiatives
- FY 2025 Preliminary Operating Budget compared to FY 2024
- Obtain Board of Trustees FY 2025 Budget approval at June 2024 Board of Trustee Meeting

# Vision Statement

Houston Community College will deliver relevant, high-quality education and training, ensuring success for all students, our community, economy and beyond

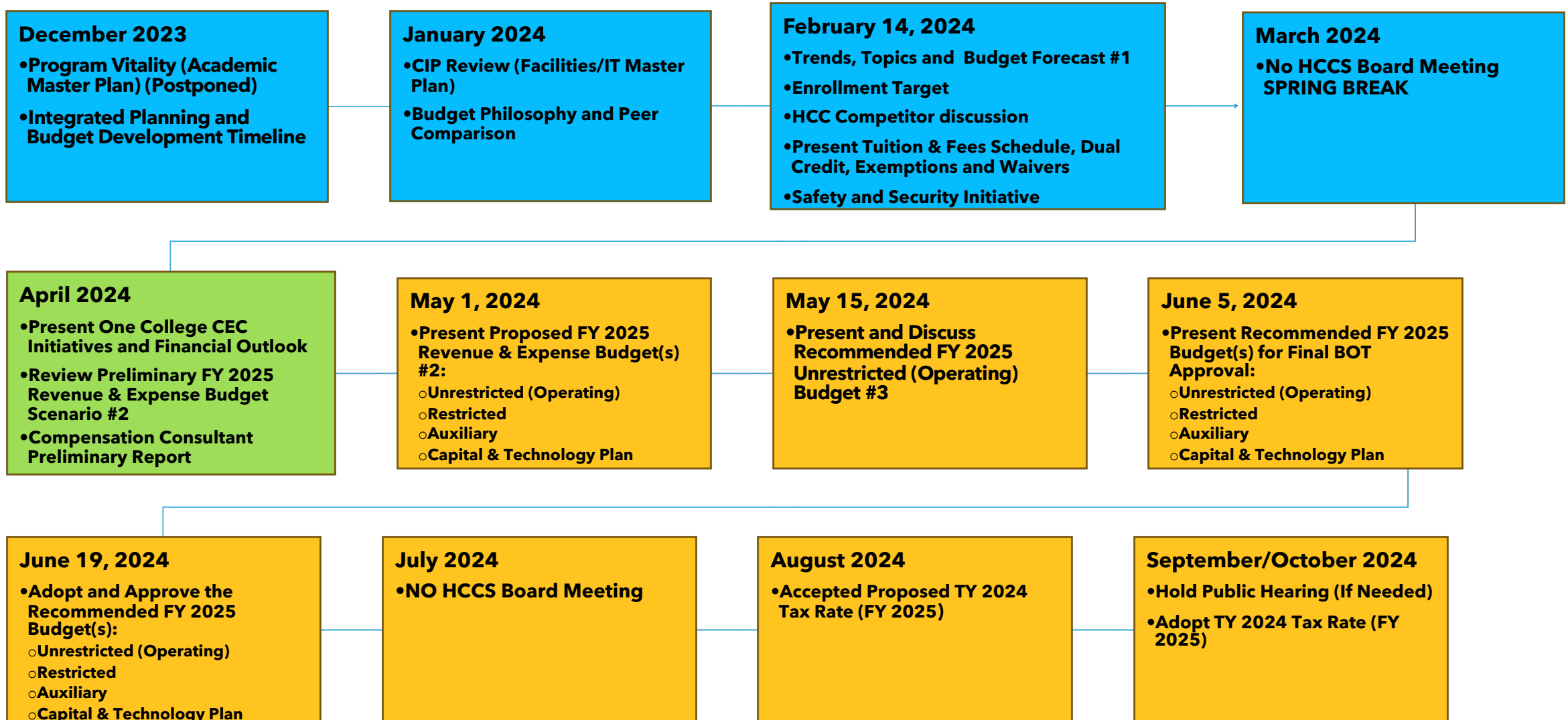
The Vision Statement remains the same. How HCCS accomplishes this vision has changed and HCCS will continue to evolve with our environment...



# HCCS Strategic Priorities

1. **Student Success:** Achieve Student Success, Access and Affordability
  - Maximizing STUDENT SUCCESS = STATE APPROPRIATIONS
2. **Personalized Learning:** Deliver Relevant, Responsive and Personalized Learning Experience
3. **Academic Rigor and Quality:** Demonstrate institutional commitment to academic Rigor and Quality
4. **Community Investment:** Lessen the student burden and ensure and increase the Return on the community investment
5. **College of Choice:** Become the Community College of Choice in our region (and beyond) for the student, community, business and higher educational institutions

# Integrated Planning and Budget Development Timeline for BOT Review, Discussion and Comments



# ENROLLMENT AND OUTCOMES TRENDS AND SCENARIOS



# Enrollment Trends and FY 2025 Scenarios

Category	FY 2022	FY 2023	FY 2024 Projections	FY 2025 Conservative	FY 2025 Optimistic
Semester Credit Hour (SCH)	66,982	68,935	72,382	74,191	76,001
Funded Continuing Educaiton Unit (CEU)	7,602	10,434	10,956	11,230	11,503
Non-Funded Continuing Educaiton	5,584	5,670	5,954	6,102	6,251
Adult HS ABE/ESL/GED	1,307	2,405	2,525	2,588	2,652
<b>Unduplicated Enrollment*</b>	<b>81,184</b>	<b>85,858</b>	<b>90,151</b>	<b>92,405</b>	<b>94,658</b>

\*The unduplicated enrollment total cannot be arrived at by summing the column. Students take courses in multiple career types.

FY 2025 Conservative is based on a 2.5% increase and the Optimistic is based on a 5% increase in enrollment

Source: HCCS FY 2023 Annual Financial Report, Table 15, Annual Student Enrollment Trends

# Performance Outcomes Trend and Scenarios

	FY 2023	FY 2024		
Category	AY 2021 Weighted Outcome Completions	AY 2022 Weighted Outcome Completions	AY 2023 Weighted Outcome Completions	Weighted Outcome Completions (greater of most recent or three- year average)
15 SCH Dual Credit	1,745	2,015	2,379	2,379
GAI Co-enrollment with 15 SCH	-	-	-	-
GAI Transfer with 15 SCH <sup>1</sup>	5,959	5,572	5,187	5,573
Licensure/ Certification (no credential)	-	-	-	-
Licensure/ Certification (no credential): High-Demand Field	-	-	-	-
Institutional Credential leading to Licensure	242	462	583	583
Institutional Credential leading to Licensure: High-Demand Field <sup>1</sup>	615	595	415	542
Occupational Skills Award	264	254	305	305
Occupational Skills Award: High-Demand Field	842	1,034	1,250	1,250
Certificate I or II	855	816	990	990
Certificate I or II: High-Demand Field <sup>1</sup>	1,114	1,022	946	1,027
Advanced Technical Certificate	-	-	-	-
Advanced Technical Certificate: High-Demand Field	30	28	39	39
Associate Degree <sup>1</sup>	6,557	5,915	5,966	6,146
Associate Degree: High-Demand Field <sup>1</sup>	1,849	1,865	1,724	1,813
Bachelor's Degree	-	-	-	-
Bachelor's Degree: High-Demand Field	-	-	-	-
<b>Grand Total</b>	<b>20,071</b>	<b>19,578</b>	<b>19,782</b>	<b>20,645</b>

<sup>1</sup>Categories that are based on the three-year average for outcome count

**AY 2023 is an estimate only. THECB will be voting in April 2024 on the final ruling. Allocations will be provided in July 2024**

Source: Office of Institutional Research

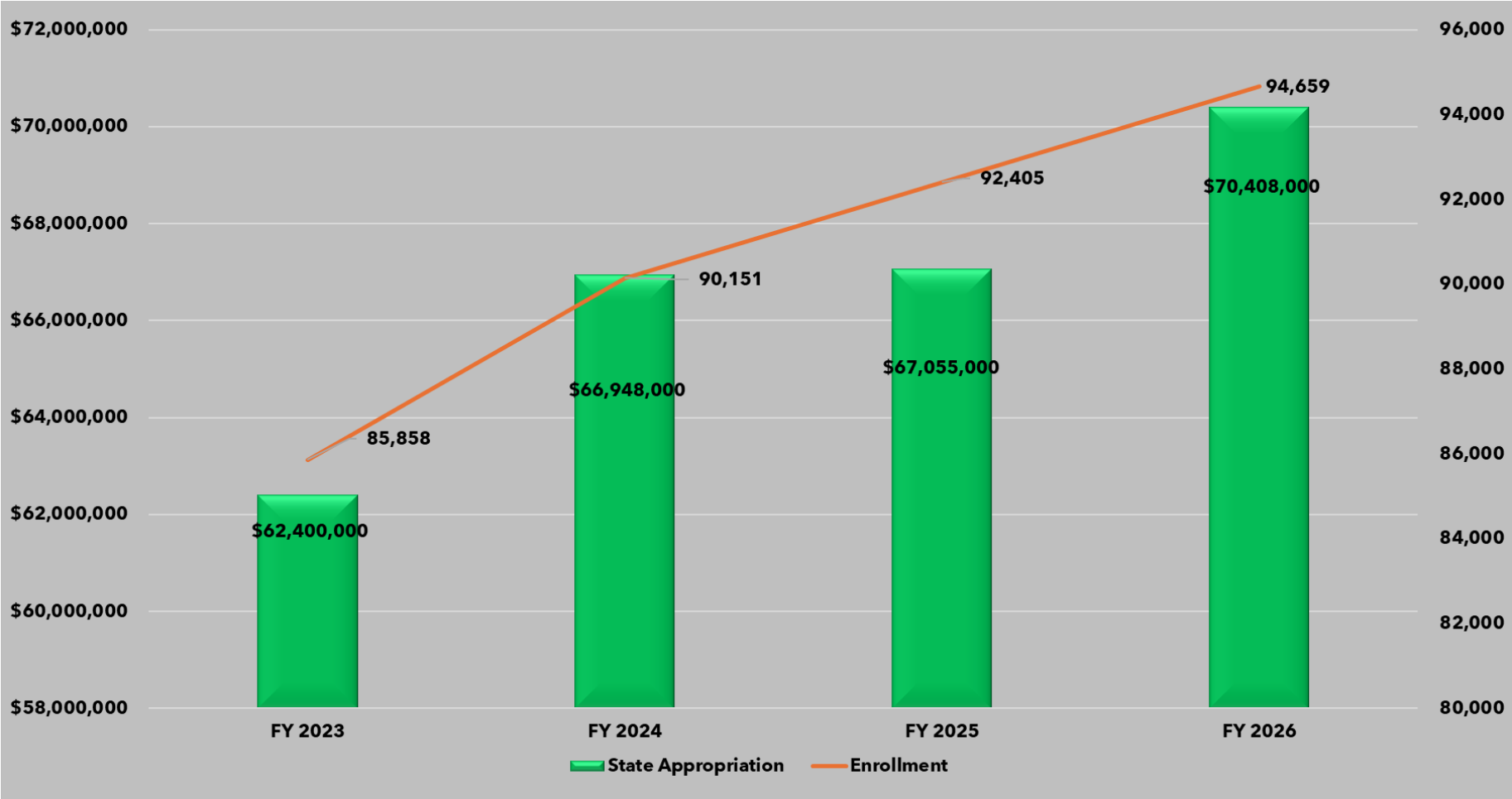
# FY 2025 PRELIMINARY OPERATING BUDGET-REVENUE COMPONENTS





# State Appropriations HB8 Impact – HCCS Now **Earnings** vs Paying

HCCS HB8 increase from FAST Dual Credit in FY 2024 Budget \$4.3M



Note: Excludes Special Funding State Regional Response Emergency Training Center (RROC)

# State Appropriations Scenarios

(In Thousands)

Old Model New Model					Potential Change Compared to Prior Year			
Formula Funding Appropriation	FY 2023	FY 2024	FY 2025 Actuals	FY 2025 Hold Harmless	FY 2025 Actuals vs Prior Year	%	FY 2025 Hold Harmless vs Prior Year	%
Core Operations	\$ 680	\$ -	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Contact Hour	51,116	-	-	-	\$ -	0.0%	\$ -	0.0%
Student Success	10,603	62,671	61,416	62,400	\$ (1,255)	-2.0%	\$ (271)	-0.4%
<b>Total Appropriation</b>	<b>\$ 62,400</b>	<b>\$ 62,671</b>	<b>\$ 61,416</b>	<b>\$ 62,400</b>	<b>\$ (1,255)</b>	<b>-2.0%</b>	<b>\$ (271)</b>	<b>-0.4%</b>
FAST Dual Credit Tuition	-	4,277	4,655	\$ 4,655	\$ 378	8.8%	\$ 378	8.8%
<b>Total Appropriation and Special Funding</b>	<b>\$ 62,400</b>	<b>\$ 66,948</b>	<b>\$ 66,071</b>	<b>\$ 67,055</b>	<b>\$ (877)</b>	<b>-1.3%</b>	<b>\$ 107</b>	<b>0.2%</b>

FY 2025 Formula is based on HCCS raw outcome counts and projected FAST payment

For FY 2025 HCCS will again have a minimum Hold Harmless from state of \$62,400, as in FY 2023, plus FAST payments for dual credit qualified students

Source: Office of Institutional Research

**HB8 model uses prior two-year performance to calculate payments. As in FY 2025, reflect FY 2023 outcome performance**

**The new State Appropriations model continues to change and be evaluated for performance outcomes by the State and THECB. HCCS is closely monitoring any new changes and is conservative in FY 2025 budgeting**

FY 2025 Actuals is an estimate only. THECB will be voting in April 2024 on the final ruling. Allocations will be provided in July 2024



# HCCS In-District Tuition & Fee Rates Historical Trends Compared to Annual Inflation Rates

- No rate change/increase 2020 with inflation actual
- Tuition actual rate has decreased as HCCS Operational Expense have increased
- Since 2020, inflationary increases have totaled 19.8% with no tuition increases, effectively a cost saving of nearly 20% to our students

Fiscal Year	Fall Semester	Current In-District Rate	CPI % Change
FY 2015	2014	\$ 815	1.5%
FY 2016	2015	\$ 816	1.6%
FY 2017	2016	\$ 816	0.1%
FY 2018	2017	\$ 816	1.3%
FY 2019	2018	\$ 816	2.1%
FY 2020	2019*	\$ 924	2.4%
FY 2021	2020*	\$ 1,020	1.8%
FY 2022	2021	\$ 1,020	1.2%
FY 2023	2022	\$ 1,020	4.7%
FY 2024	2023	\$ 1,020	8.0%
FY 2025	2024	\$ 1,020	4.1%

Note: Consumer Price Index percentage change is based on annual changes as of December of each year

\*Tuition and Fee In-District Rates increase in Fall 2019 (13%) and Fall 2020 (10%)

# HCCS Tuition & Fee Revenue Trends and Scenarios

(In Thousands)

Tuition & Fees Net Table					
	FY 2022	FY 2023	FY 2024 Projections	FY 2025 Conservative	FY 2025 Optimistic
Tuition & Fees, Gross	\$ 118.7	\$ 132.7	\$ 140.4	\$ 143.9	\$ 147.4
Exemptions & Waivers	(13.9)	(17.2)	(18.3)	(18.7)	(19.2)
Tuition & Fees, Net	\$ 104.8	\$ 115.5			
Tuition & Fees, Projection/Net Forecast			\$ 122.1	\$ 125.2	\$ 128.3
Enrollment	81	86			
Enrollment Forecast			90	93	95
Year Over Year Percentage Change in Enrollment:	-1%	6%	5%	2.5%	5.0%

FY 2025 Conservative is based on a 2.5% increase and the Optimistic is based on a 5% increase in enrollment

Source: HCCS FY 2023 Annual Financial Report

# Tuition and Fees Review/Outlook

- FY 2025 (Fall 2024) maintain current Tuition and Fee rates – In-District/Out-of-District
  - Current Budget surplus/optics
  - Aggressive plans for increasing enrollment
- FY 2026 and beyond adjust Tuition and Fee rates in line with enrollment growth progress and balances with inflationary changes, while monitoring peers (competitors) fee structure
  - Small if any increase - <Enrollment and Economy>
- Administration to review and recommend a strategy for a more affordable and aggressive Out-of-District tuition rate for students to attract even more to HCCS for FY 2026
- Focus on Coleman Campus enrollment growth and community service
  - Evaluate and recommend any tuition waivers
  - Add non-medical/healthcare classes to current offerings
  - Evaluate Coleman Campus student parking for alignment with balance of HCC system +/- \$1M for FY 2025
- HB8 Dual Credit Earnings FY 2024 and future state
  - \$55 per DC hour
  - First payment FY 2024 (For Fall) \$2.2M
  - Expect balance in Spring and Summer
  - 65% of students at HCCS qualify as economically disadvantaged
  - 35% remainder for waivers – now time to review MOUs with ISDs

# Large Urban Property Tax Exemption Evaluation

Peer Comparison of Optional Exemption Amounts				
Jurisdiction / Taxing Unit	Homestead Percent	Homestead Amount	Over 65 and/or Amount	2023 Tax Rate
Houston Community College (Current)	17%	5,000	135,000	\$ 0.092231
Lone Star College System District	1%	5,000	75,000	\$ 0.107800
San Jacinto Jr. College District	1%	5,000	127,500	\$ 0.150555

Peer Comparison of Estimated Tax Payments for Homestead and Over 65 and Disabled Exemptions										
	Taxpayer with Homestead Exemption Only					Taxpayer with Homestead Exemption and Over 65 or Disabled				
	Taxes Paid on \$50,000 Home	Tax Paid on \$150,000 Home	Tax Paid on \$250,000 Home	Tax Paid on \$500,000 Home	Tax Paid on \$1,000,000 Home	Taxes Paid on \$50,000 Home	Tax Paid on \$150,000 Home	Tax Paid on \$250,000 Home	Tax Paid on \$500,000 Home	Tax Paid on \$1,000,000 Home
Houston Community College (Current)	\$ 38	\$ 115	\$ 191	\$ 383	\$ 766	\$ -	\$ -	\$ 67	\$ 258	\$ 641
Lone Star College	\$ 49	\$ 156	\$ 264	\$ 534	\$ 1,067	\$ -	\$ 75	\$ 183	\$ 453	\$ 986
San Jacinto Jr. College	\$ 70	\$ 226	\$ 381	\$ 770	\$ 1,540	\$ -	\$ 27	\$ 183	\$ 572	\$ 1,342

Note: The information in this report is based on TY 2023(FY 2024) approved tax rates and exemption amounts

# TAX BASE IMPACTS FOR Tax Year 2024

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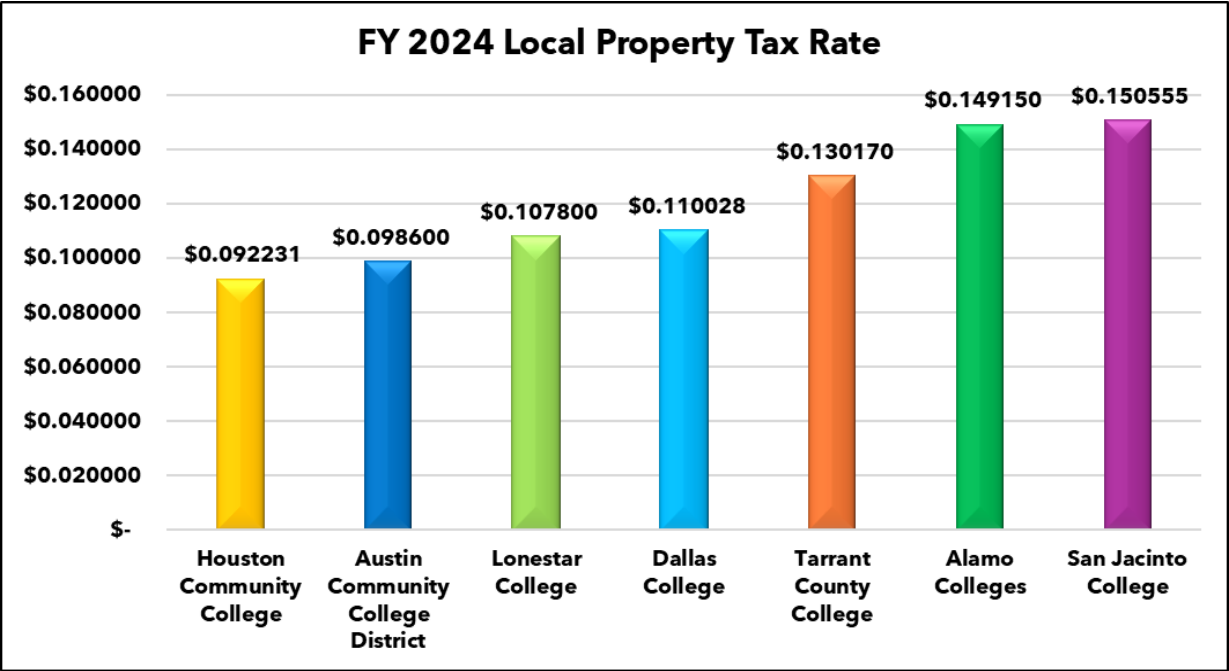
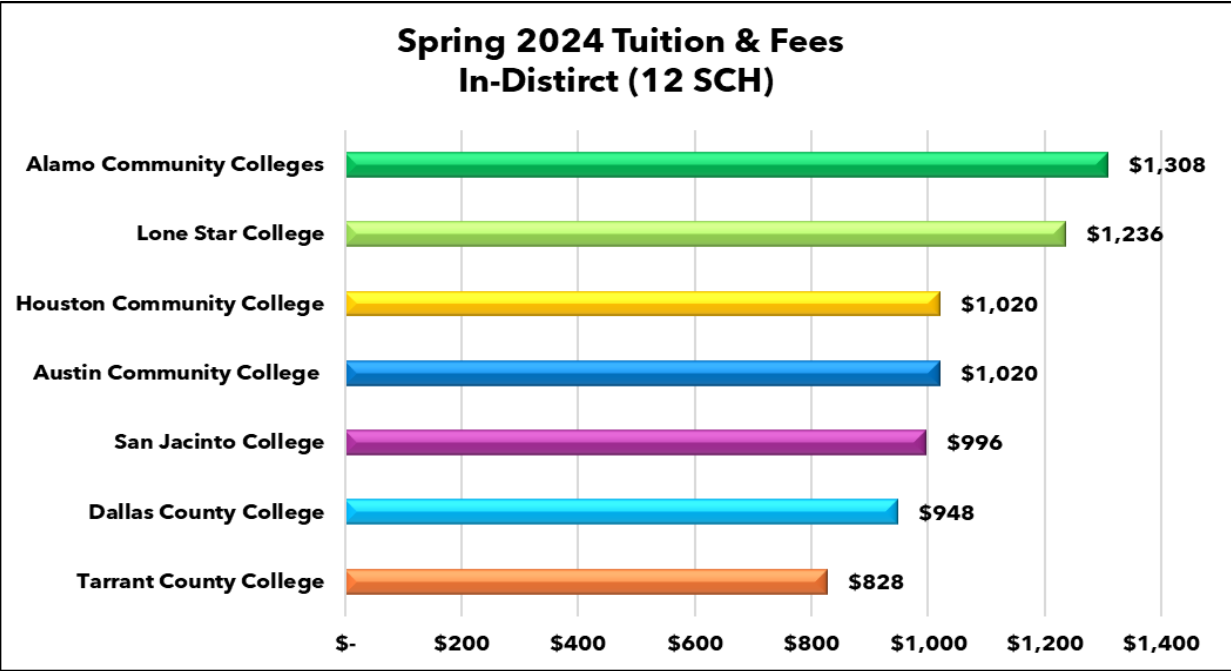
## Houston Tax Base Environment

- Single Family homes sales are down for 21 months in a row
- Single Family home values dropped only slightly in all categories and price bands
- Single Family real estate properties transactions will continue to experience downward trajectory as interest rates in 2024 estimated at 7-8%
- Greater Houston commercial office space is up from 25% to 27% vacancy

## Expected Ad Valorem Tax Revenue to increase by 8%

- HCCS Tax base continues to grow
- At the current tax rate, projected revenue growth would exceed the 8%
- The tax rate will be adjusted accordingly, not exceeding the 8% threshold (Voter Approval Rate)
- FY 2024 Projected Revenue - \$212.3M
- FY 2025 Projected Revenue - \$229.3M (No HCAD information until April, utilized 8%)
- No projected or recommended change to HCCS Collection Rate of 97.5%

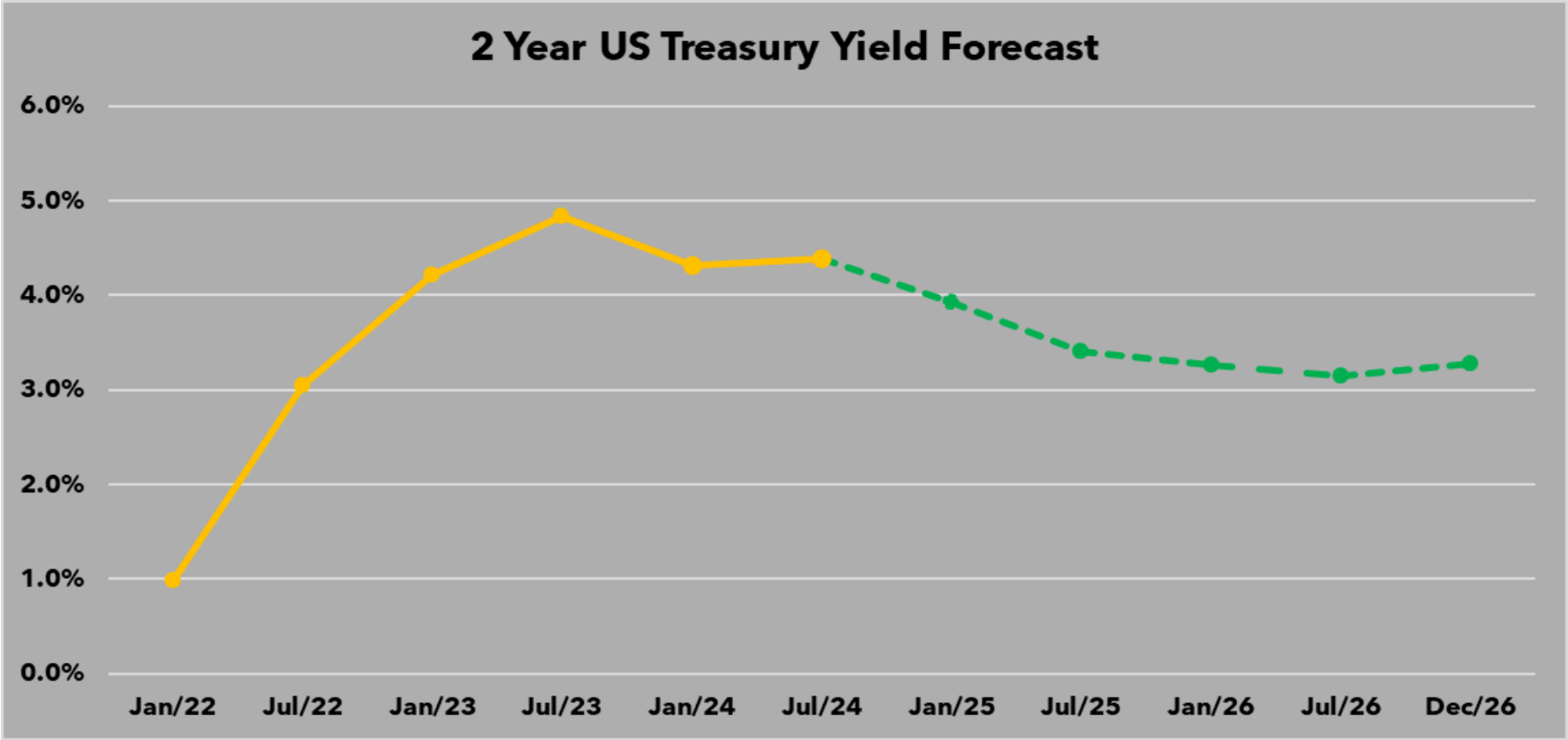
# HCC vs Large Urban Peer Comparison for Tuition and Fees/Tax Rates



Source: Each respective college website

Tuition & Fees are already approved for FY 2025 and Tax Rates will be calculated in August 2024

# HCCS Investment Prediction





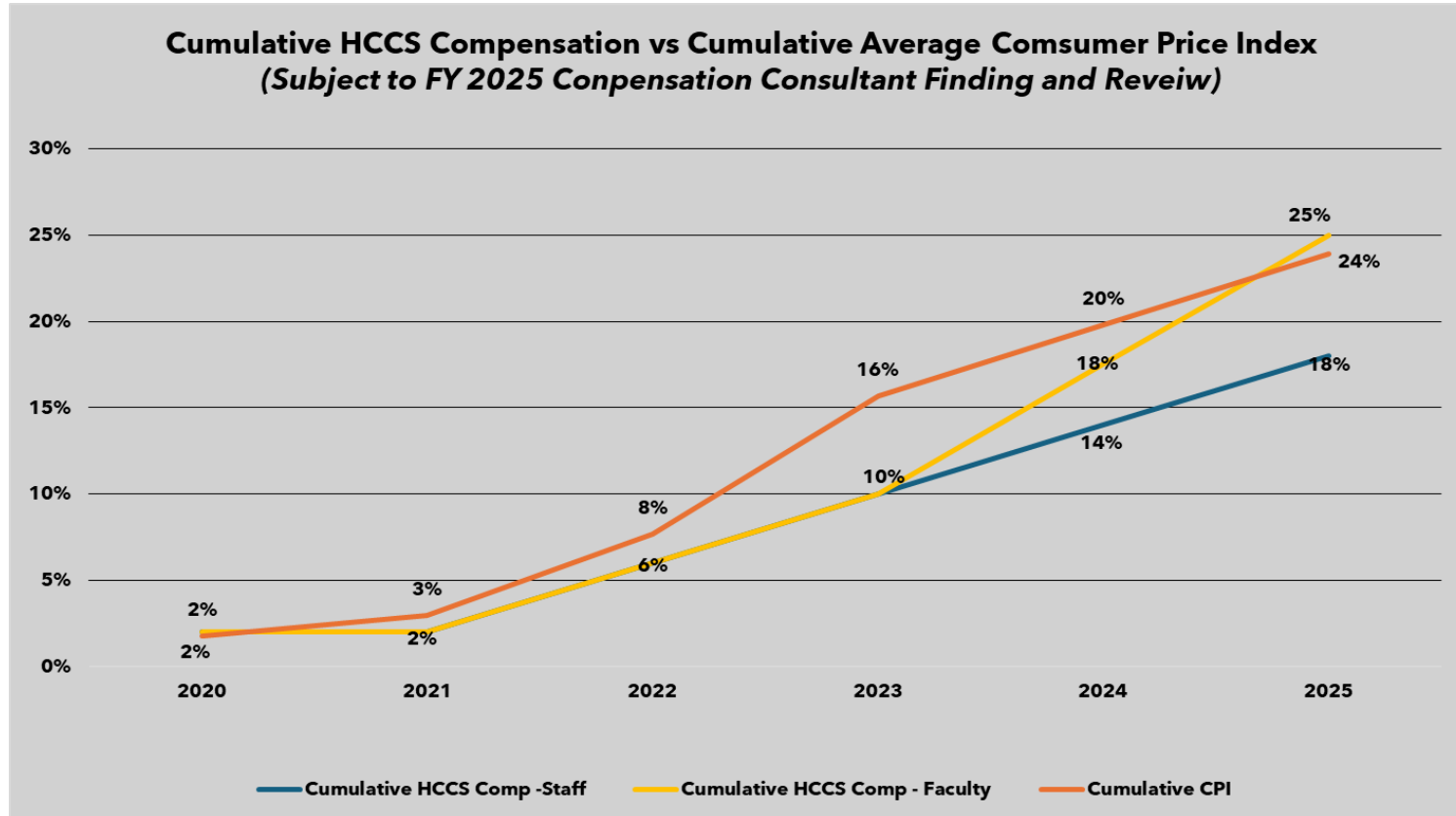
# FY 2025 PRELIMINARY OPERATING BUDGET-EXPENSE COMPONENTS





# Cost of Living vs HCCS Compensation Adjustments

## Cumulative Inflation Rate Calendar Year 2020-2024



Cumulative Consumer Price Index (CPI) is Inflation increase '20+'21+'22+'23+'24+'Forecast '25= 24%

Cumulative HCCS Compensation – Faculty is HCCS Compensation Faculty increase'20+'21+'22+'23+'24+'Forecast '25 = 25%

Cumulative HCCS Compensation - Staff is HCCS Compensation Staff increase'20+'21+'22+'23+'24+'Forecast '25 = 18%

Note: FY 2021 no compensation increase. HCCS Compensation includes faculty and Staff and FY 2024 CPI Rate is based on Annual Average

# FY 2025 PRELIMINARY OPERATING BUDGET – PRIORITY INITIATIVES



# Known Commitments Currently Included In FY 2025 Budget

Known Commitment are commitments which must be funded due to law, existing contract commitments and/or accreditation affiliations

(In Thousands)

Category	Amount
Board Support	\$ 93
Compliance/Accreditation	1,697
Contractual Agreement	2,236
Ongoing Instructional Commitment	2,366
Preventive Maintenance	741
Professional Development	38
Safety and Security	350
Student Support	649
Grand Total	\$ 8,170

Request For Funding – Non HB8 **Currently Included in FY 2025 Budget**

(In Thousands)

Title	Amount
Coleman Campus Student Parking (On-Going)	\$ 1,000
Testing Center - 3100 Main (One-Time)	1,000
Grand Total	\$ 2,000

Testing Center subject to prior request in FY 2024 and approval

# FY 2025 Request For Funding

- Estimated funding \$15M available to fund New Funding Requests
- Pending review and recommendation by the Chancellor's Executive Council (CEC)

Request Type	# Request	Amount
HB8	45	\$ 8,421
Non HB8	40	7,551
Grand Total	85	\$ 15,972

# Major Operating Expenses

(In Thousands)

Major Operating Expenses	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
IT Network/Infrastructure	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Safety & Security	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Deferred Maintenance increase	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
<b>Total</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 5,000</b>

FY 2024 Budget Amendment for Major Expenses from FY 2024 surplus

Historically, HCCS episodic capital project requests for large capital projects funded from Fund Balance



# FY 2025 PRELIMINARY OPERATING BUDGET OUTLOOK



# FY 2025 Preliminary Unrestricted (Operating) Budget Draft II Scenario

(In Thousands)

- Budget Input:
- **State Appropriations** based on Hold Harmless provision and FAST funding. \$1.2M LAR payment removed
  - **Ad Valorem Taxes** - VAR Rate, collection rate 97.5%, awaiting HCAD forecast on the tax base
  - **Tuition and Fees** 2.5% increase enrollment (5% Target)
  - **Other Local Income** current interest rates expected to continue and stabilize
  - **Fund Balance Usage** \$15M Deferred Maintenance(\$8M increase vs FY 2024)
  - **Salaries and associated benefits** – 4% (merit 2%/COLA 2%) increase; 3.5% additional increase for faculty. Pending consultant report
  - **Other (Non-Payroll)** included \$7M of known past commitments
  - **HB8 and Other Initiative Requests** subject to review and recommendations by the CEC
  - **Major Operating Expense FY 2025**
    - IT Network/Infrastructure, \$5M
    - Safety and Security, \$5M

	FY 2024		FY 2024		FY 2025		Increase (Decrease) Compared to FY2024 Projections	% Increase (Decrease) Compared to FY 2024 Projections
Revenues	Approved Budget	% of Total	Projection @ 08/31/2024	% of Total	Budget Estimate	% of Total		
State Appropriations	\$ 68,550	18%	\$ 68,136	16%	\$ 67,055	15%	\$ (1,081)	-2%
Ad Valorem Taxes	205,736	53%	212,339	49%	229,326	52%	16,987	8%
Tuition & Fees, Net	111,263	28%	122,142	28%	125,195	28%	3,054	2%
Other Local Income	5,650	1%	29,121	7%	17,707	4%	(11,414)	-39%
Total Revenue	\$ 391,199	100%	\$ 431,737	100%	\$ 439,283	100%	\$ 7,546	2%
Fund Balance Usage (Deferred Maintenance)	7,046		7,046		15,000		7,954	113%
Total Revenue	\$ 398,245		\$ 438,783		\$ 454,283		15,500	4%

	FY 2024		FY 2024		FY 2025		Increase (Decrease) vs FY2024 Budget	% Increase (Decrease)
Expenses	Approved Budget	% of Total	Projection @ 08/31/2024	% of Total	Budget Estimate	% of Total		
Salaries	\$ 236,332	59%	\$ 220,243	58%	\$ 250,741	56%	\$ 14,409	6%
Benefits	35,128	9%	35,128	9%	35,956	8%	828	2%
Other (Non-Payroll)	85,053	21%	83,574	22%	94,012	21%	8,959	11%
Transfers	19,415	5%	19,415	5%	26,227	6%	6,812	35%
Debt Service	21,628	5%	21,628	6%	21,628	5%	-	0%
Scholarships	690	0%	300	0%	690	0%	-	0%
Subtotal Operating Expenses	\$ 398,245	100%	\$ 380,287	100%	\$ 429,254	97%	\$ 31,009	8%
HB8 and Other Initiative Requests					\$ 15,029	3%	15,029	100%
Major Operating Expenses					10,000	2%	10,000	100%
Total Initiatives	\$ -		\$ -		\$ 25,029	6%	\$ 25,029	6%
Total Operating Expenses	\$ 398,245		\$ 380,287		\$ 454,283		\$ 56,038	14%
Net Revenue	\$ (0)		\$ 58,496		\$ 0			



# FY 2024 Unrestricted (Operating) Potential Budget Amendment (August)

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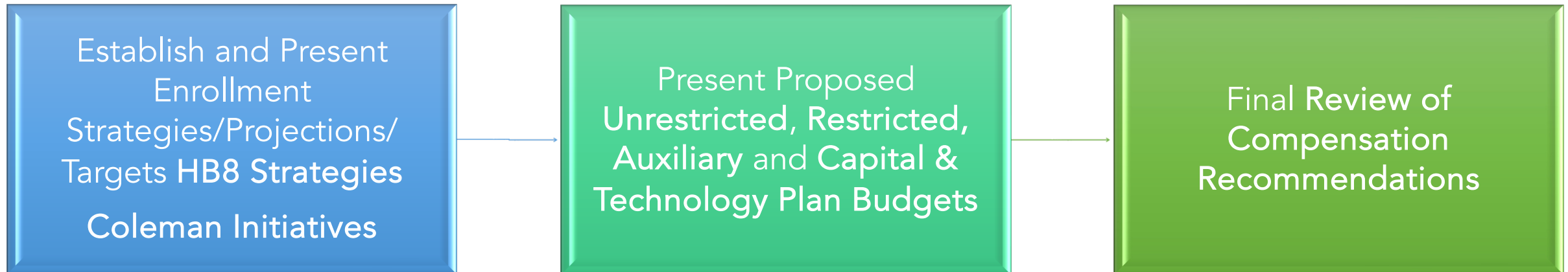
## FY 2024 Budget Amendment for Major Expenses from FY 2024 surplus

- IT \$7M
- Safety & Security \$7M
- Deferred Maintenance \$8M
- Coleman waivers ?

## Net Revenue FY 2024 Projections Surplus

- Ad Valorem Tax \$7M
- Tuition & Fees \$11M
- Other Local Income \$24M
- Lapsed Salary Saving \$16M
- \$58M**

# Preparation for Next Budget Workshop (May 2024)



# Thank You

# REPORT ITEM

**Meeting Date:** April 3, 2024

**Topics For Discussion and/or Action:**

ITEM #	ITEM TITLE	PRESENTER
D.	Update of the Strategic Plan	Dr. Margaret Ford Fisher Dr. Andrea BurrIDGE

## DISCUSSION

Provide an update of the HCC's Strategic Plan "Embracing Houston's Future" to include an overview of the streamlined version of the plan for future use and distribution.

## COMPELLING REASON AND BACKGROUND

In November of 2020, the Board of Trustees updated Embracing Houston's Future as its strategic framework. Embracing Houston's Future is deemed a culture framework in service of five HCC strategic priorities: (1) Student Success, (2) Personalized Learning, (3) Academic Rigor, (4) Community Investment, and (5) College of Choice.

Embracing Houston's Future, HCC's Strategic Plan, was updated to be compliant with SB 17 in November, 2023. This item introduces a streamlined Strategic Plan for future use and distribution.

## FISCAL IMPACT

NA

## LEGAL REQUIREMENT

NA

## STRATEGIC ALIGNMENT

*1. Student Success, 2. Personalized Learning, 3. Academic Rigor, 4. Community Investment, 5. College of Choice*

### ATTACHMENTS:

Description	Upload Date	Type
Strategic Plan Presentation	3/26/2024	Presentation
Embracing Houston's Future (Condensed Strategic Plan)	3/26/2024	Attachment

### This item is applicable to the following:

Central, Coleman, Northeast, Northwest, Southeast, Southwest, District, Online



# Strategic Planning Update

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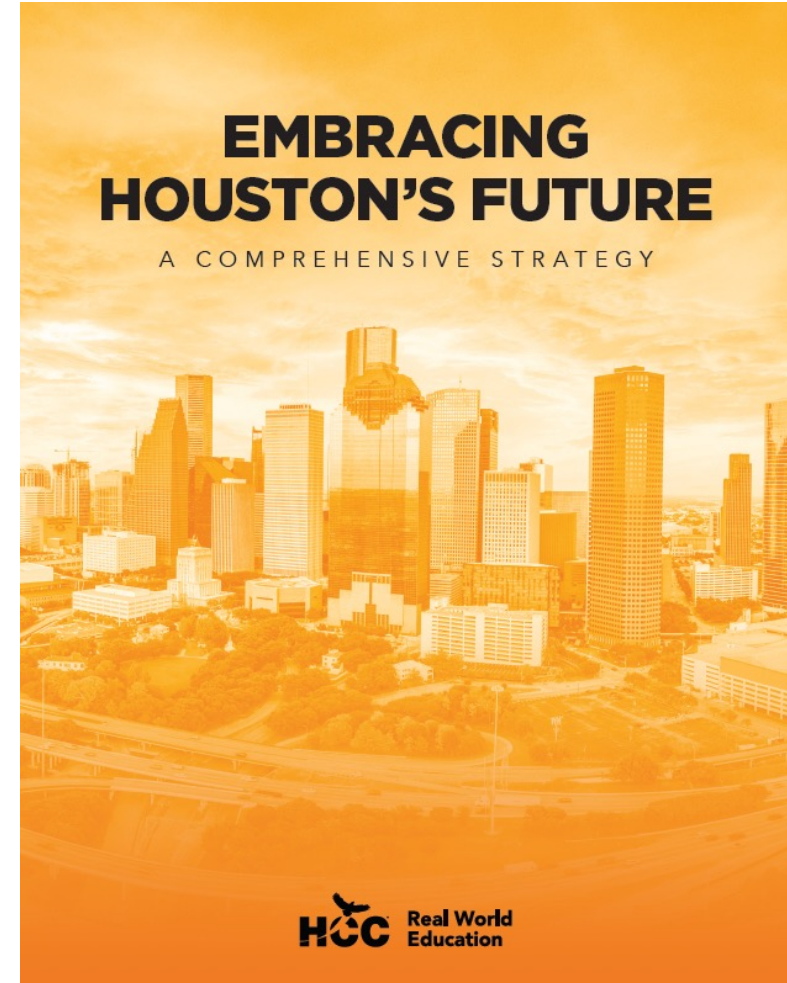
Margaret Ford Fisher, Ed.D.  
Chancellor

Andrea Burridge, Ph.D.  
Interim Vice Chancellor, Strategy, Planning, and Institutional Effectiveness

03/25/2024

# Summary of Condensed Strategic Plan Document

- Focused on HCC's Mission, Vision, Values, and Strategic Priorities
- Compliant SACSCOC accreditation and with SB 17
- Provides a basis for ongoing work designed to focus the college on student success and student outcomes.



# Questions?



# EMBRACING HOUSTON'S FUTURE

A COMPREHENSIVE STRATEGY



Real World  
Education





# HCC Chancellor Letter

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Insert Chancellor Letter Here



*Margaret Ford Fisher*

Margaret Ford Fisher, Ed.D.  
Chancellor  
Houston Community College



# 2024 Board of Trustees



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# HCC Board Chair Letter

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Insert Board Chair Letter Here



Sincerely,

A handwritten signature in black ink, appearing to read 'Cynthia Lenton-Gary'.

Cynthia Lenton-Gary, Ph.D.  
HCC Board of Trustees  
District VII



# Mission, Vision, and Values







# About the HCC Mission, Vision, and Values

Established for more than a decade, the Mission of HCC remains steadfast. However, the landscape in which HCC operates has evolved significantly. The Greater Houston community it serves has become exceptionally diverse, surpassing even national standards. The dynamics of the workforce have shifted towards serial employment, placing greater emphasis on individual economic security. Younger generations now seek a different work-life balance, prompting the need for continuous learning and training throughout one's life.

In response to these dynamic circumstances, the approaches necessary to fulfill HCC's Mission have undergone significant changes. While the Mission remains constant, the College recognizes the imperative to adapt and innovate in delivering the highest quality education. Technological advancements in teaching and learning have become integral, necessitating an innovative mindset.

Given the fierce competition for the attention of potential students, HCC recognizes the need to play a leadership role in driving change. The College must not only respond to the community's needs but also spearhead initiatives to ensure an educated, productive, and fulfilled workforce, contributing to the vibrant economy that secures the future of the Greater Houston region.

This evolution is reflected in a Vision that has been revised to align with the demands of the times. HCC sees itself not only as a responsive institution but as a proactive force shaping the educational landscape.

The Values emphasize HCC's unwavering commitment to collaboration, both internally and with the external world. Devotion to service and the empowerment of individuals are considered essential to the institution's success. HCC's passion for learning and commitment to driving innovation underline its recognition that learning is no longer a singular moment but a perpetual practice in the modern world. These Values constitute the expectations for faculty and staff, essential to realizing HCC's Vision and fulfilling its Mission.

In essence, HCC's Values have not changed at their core; they have evolved to better respond to a changing world, seizing opportunities, and transforming both the institution and the community it serves.



# Mission

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## The HCC Mission

The College District is an open-admission, public institution of higher education offering a high-quality, affordable education for academic advancement, workforce training, career development, and lifelong learning to prepare individuals in our diverse communities for life and work in a global and technological society.





# Vision

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## The HCC Vision

Houston Community College will deliver relevant, high-quality education and training, ensuring success for all students, our community, economy and beyond.





# WE LEAD WITH OUR SHARED VALUES

## MOSAIC & ME

**Commitment to Collaborate.** HCC works best when faculty and staff collaborate with each other, students, community, and all whom the College serves. The open sharing of resources, ideas, skills, and knowledge from diverse perspectives working towards common goals and solutions help to generate synergy to achieve HCC's goals. Those who work at HCC value differences in each other, recognizing those distinctions as assets that when brought together create better outcomes.

**Devotion to Service.** HCC faculty and staff subscribe to an unwavering commitment to serve students and community. Their willingness to adopt a "serve others first" mentality and approach to their work enables them to live up to and surpass the expectations of their constituents and each other. By putting service first, HCC ensures the best experience for those who choose to be part of HCC and those who the College serves.

**Empower to Trust.** HCC encourages and actively empowers trust individually and collectively as faculty and staff work to serve students, community, and each other. Empowering themselves and others to trust each other's motives, work, and integrity, they are able to encourage and

sustain an environment where students can most effectively learn, faculty can teach, and employees can thrive.

**Passion to Learn.** HCC as an institution believes in life-long learning, where faculty and staff are committed to the continuous pursuit of learning in all that they do. There is an inherent passion for teaching and connecting ideas, lessons, and concepts with other classrooms, colleges, and offices. HCC faculty and staff embrace and promote the never-ending pursuit of learning and bettering of themselves, their colleagues, and those they serve.

**Drive to Innovate.** HCC actively encourages intentional innovation and purposeful evolution to anticipate the changing needs of students, their current and future employers, and the Greater Houston community. In such an environment, innovation becomes an internalized way of thinking and affecting change. HCC faculty and staff commit themselves to understanding the here and now as well as the nascent trends that they must address. They also understand and accept that innovation does not always succeed; a willingness to embrace the new must be balanced with a prudent assessment of risk and reward.

## **The Comprehensive Strategy is poised to achieve HCC's 2030 vision through the following key actions:**

- ▶ Sustaining an unwavering commitment to HCC's Mission.
- ▶ Achieving the Mission and Vision by steadfastly upholding the core values.
- ▶ Prioritizing strategic focus on Student Success, Personalized Learning, Academic Rigor, Community Investment, and becoming the College of Choice.
- ▶ Monitoring and addressing Key Performance Indicators to ensure progress.
- ▶ Expanding on the knowledge gained through practical experience.
- ▶ Reinforcing HCC's dedication to the transformative progress.







# Strategic Priorities

## HCC's Five Strategic Priorities

Five Strategic Priorities emerged from the work of the Strategic Planning Team and the Board of Trustees. The Priorities guide the direction of the Houston Community College System. For each Strategic Priority, Goals and Areas of Focus were identified to further that priority. Key Performance Indicators will be identified to monitor progress annually towards the Strategic Priorities as the plan is implemented.

### Priority 1: Student Success

#### Strategic Goal

To build and sustain the ultimate student experience--a personalized experience that helps students discover and identify a path to achieve their goals, ensures relevant student learning through interactive and engaging instruction, and provides support along the way--where success is measured by demonstrated readiness for career placement, workforce entry, and/or college transfer.

#### Areas of Focus

- ▶ 1.1 Enhance Academic and Workforce Educational Pathways
- ▶ 1.2 Extend the quality and reach of community education programs (including adult and continuing education)
- ▶ 1.3 Develop and Implement a Quality Enhancement Plan
- ▶ 1.4 Support the success of HCC's International Student Population
- ▶ 1.5 Enhance the quality of our Remote Learning Modalities

### Priority 2: Personalized Learning

#### Strategic Goal

To provide customized instruction and assessments that support student success by understanding the students' unique needs, preferences, concerns, and aspirations. Personalized learning is student-directed, student-paced, and designed for each learner.

#### Areas of Focus

- ▶ 2.1 Recognize that students enter HCC at different life-stages with varying goals, and incorporate this reality into institutional decision-making
- ▶ 2.2 Integrate understanding of students' unique needs, preferences, concerns, and aspirations into student advising and teaching and learning strategies
- ▶ 2.3 Develop data collection capabilities that support the integration of the "student experience" into institutional decision-making practices

### Priority 3: Academic Rigor

#### Strategic Goal

To establish a set of common, high-quality curricular and instructional standards that continually challenge all students to demonstrate achievement of proficiencies throughout their academic journey with HCC.

#### Initial Areas of Focus

- ▶ 3.1 Develop a vision for teaching and learning and student support in the new normal in a postpandemic educational environment
- ▶ 3.2 Enhance the use of learning outcomes assessment data to enhance program quality
- ▶ 3.3 Strengthen the role and influence of workforce program industry advisory committees to ensure alignment with industry need
- ▶ 3.4 Develop plans to maximize the utilization of instructional facilities in support of program expansion and teaching and learning excellence
- ▶ 3.5 Expand the use of co-requisite remediation teaching models in order to improve student preparedness to be successful in college-level work



### Priority 4: Community Investment

#### Strategic Goal

To serve as an economic engine for the Greater Houston Region by creating equitable access and opportunity that leverages the collective resources of the College to support student success by partnering with key constituents to ensure the creation of economic development opportunities in all of our local communities.

#### Initial Areas of Focus

- ▶ 4.1 Enhance partnership in support of K-12 educational pathway development
- ▶ 4.2 Partner with community leaders across greater Houston to identify community education programs (including adult and continuing education) needs and distribution gaps
- ▶ 4.3 Expand our collaboration with leaders of regional colleges and universities for enhanced pathways for student success
- ▶ 4.4 Expand our collaboration with industry for enhanced pathways for student success
- ▶ 4.5 Expand our collaboration with legislative leaders and civic leaders for enhanced pathways for student success
- ▶ 4.6 Strengthen outreach and engagement efforts to local communities across greater Houston in order to align program offerings with local community needs

### Priority 5: College of Choice

#### Strategic Goal

Advancing HCC as the model for the next generation of community colleges by setting the standard for quality and value in higher education; leading innovation of programs, industry partnerships and economic opportunities; and serving as a preeminent choice for students and employees.

#### Areas of Focus

- ▶ 5.1 Enhance administrative succession planning to build a sustainable workforce
- ▶ 5.2 Develop a sustainable budget that supports a communications and marketing strategy that ensures we are seen as the college of choice





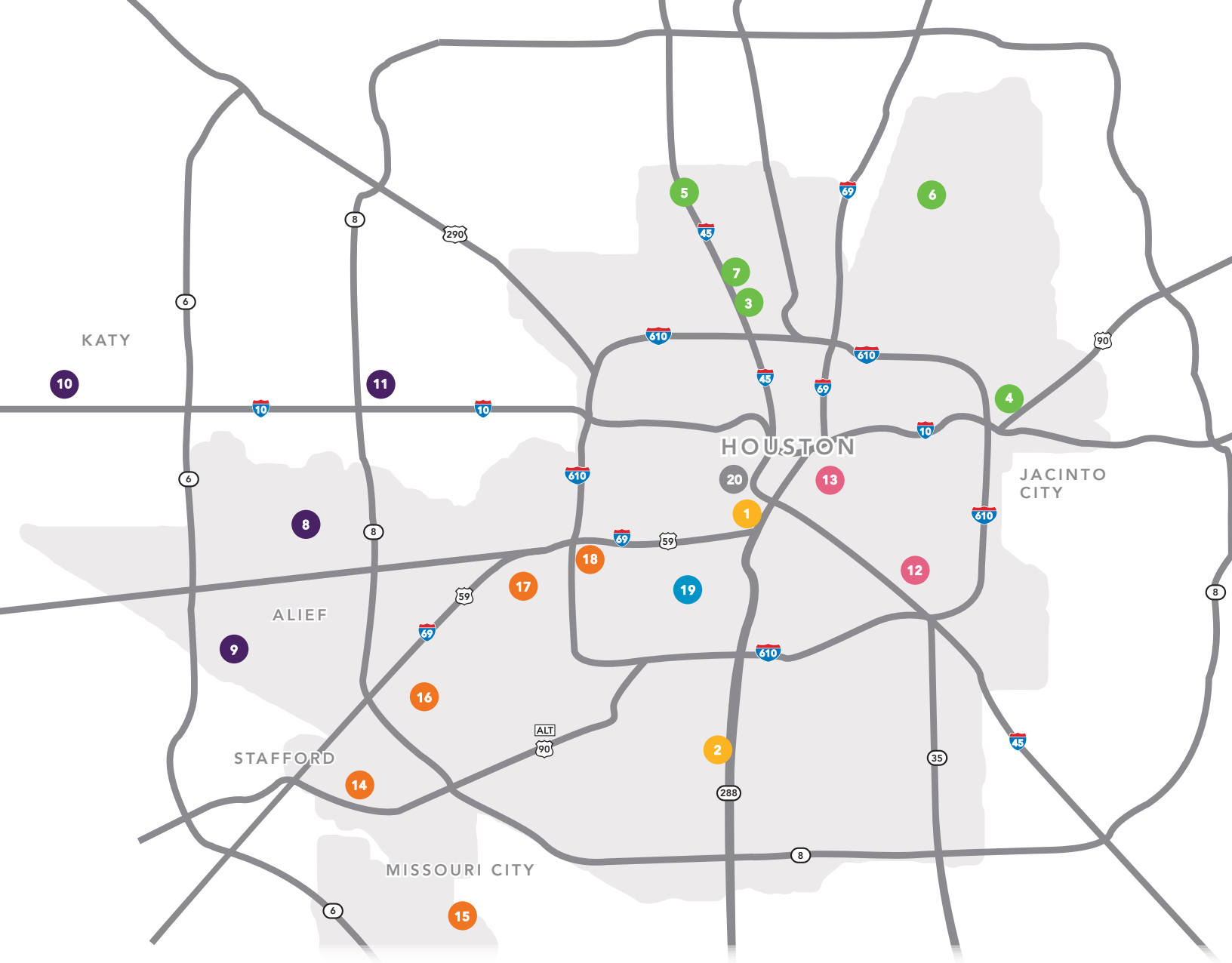


# Accreditation Compliance (SACSCOC)

Houston Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and baccalaureate degrees. Houston Community College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Houston Community College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website [www.sacscoc.org](http://www.sacscoc.org).

The Houston Community College District was first admitted into membership in SACS on December 19, 1977. Accreditation was granted provisionally and yearly for five years until a full Self-Study was completed and reaffirmation of accreditation was received for the ten years following December 17, 1982. HCC received its last reaffirmation of accreditation in June 2022 with no recommendations. HCC's next reaffirmation will take place in 2032, and the institution's Fifth-Year Interim Report is due in 2027.

**[hccs.edu/accreditation](http://hccs.edu/accreditation)**



# COLLEGES

Central	
Coleman	
Northeast	
Northwest	
Southeast	
Southwest	
Online*	

HCC  
Service Area 

# CAMPUSES & CENTERS

- |  |                                 |
|--|---------------------------------|
| 1. Central Campus                        | 11. Spring Branch Campus        |
| 2. Central South Campus                  | 12. Eastside Campus             |
| 3. Northline Campus                      | 13. Felix Fraga Academic Campus |
| 4. Northeast Campus                      | 14. Stafford Campus             |
| 5. Acres Homes Campus                    | 15. Missouri City Campus        |
| 6. North Forest Campus                   | 16. Brays Oaks Campus           |
| 7. Automotive Technology Training Center | 17. Gulfton Center              |
| 8. Alief Hayes Campus                    | 18. West Loop Campus            |
| 9. Alief Bissonnet Campus                | 19. Coleman Campus              |
| 10. Katy Campus                          | 20. District Administration     |

*\*Offered throughout the colleges*

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• • •

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Margaret Ford Fisher, Ed.D.

**HOUSTON**  
COMMUNITY COLLEGE