



MT. HOOD
COMMUNITY COLLEGE

PROPOSED BUDGET

Fiscal Year 2024-25



Meet the District Board of Education



MHCC PRESIDENT
Dr. Lisa Skari



ZONE 1
Diane McKeel



ZONE 2
Marie Teune



ZONE 3
Andrew Speer



ZONE 4
Annette Mattson



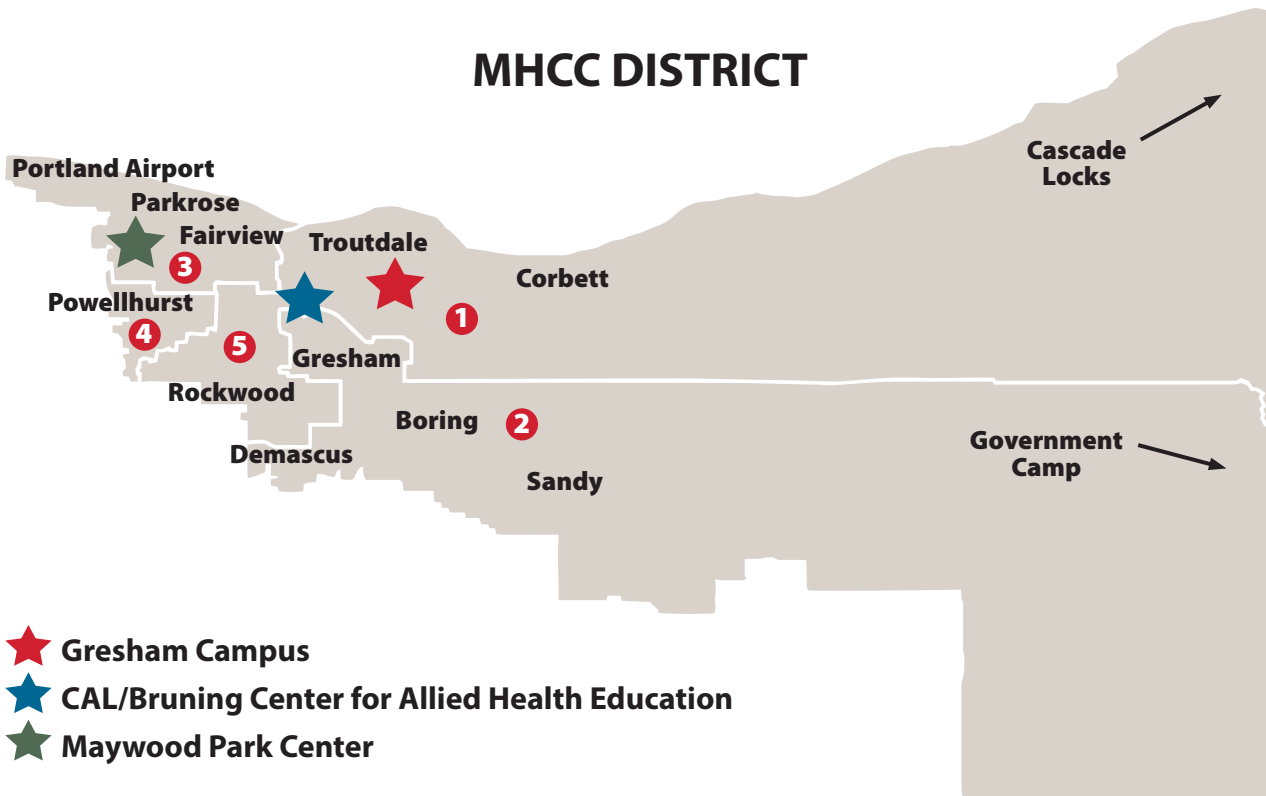
ZONE 5
Dana Stroud



ZONE 6, AT-LARGE
Diane Noriega



ZONE 7, AT-LARGE
ShaToyia Bentley



President:

Lisa Skari

Accreditation:

Northwest Commission on Colleges and Universities

Key Dates:

Founded: 1966

First associate degree awarded: 1968

Student Enrollment (2022-23):

Full-time: 7%

Part-time: 58%

Special programs: 35%

18,501 (unduplicated head count)

Degrees Awarded (2022-23):

Total degrees: 1,207

Total certificates: 365

Others: 254

Tuition:

\$120 per credit

Foundation Awards and Scholarships

(2022-23):

\$926,900

Employees (Spring 2023)

Full-time: 599

Part-time: 454

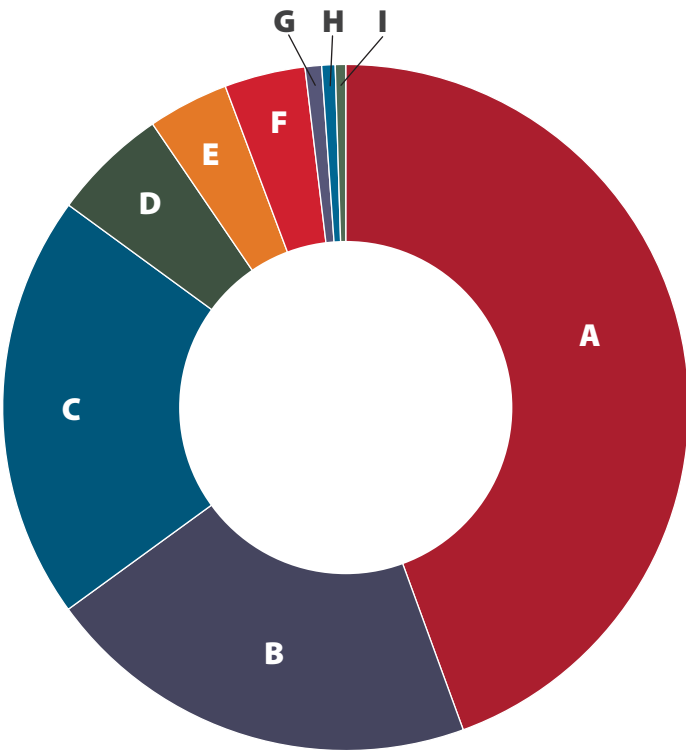
MHCC General Fund Budget (2023-24):

\$85.9 Million

We are a dynamic community of intercultural learners committed to meeting the evolving needs of an increasingly interconnected global society. At MHCC, our commitment to diversity means we:

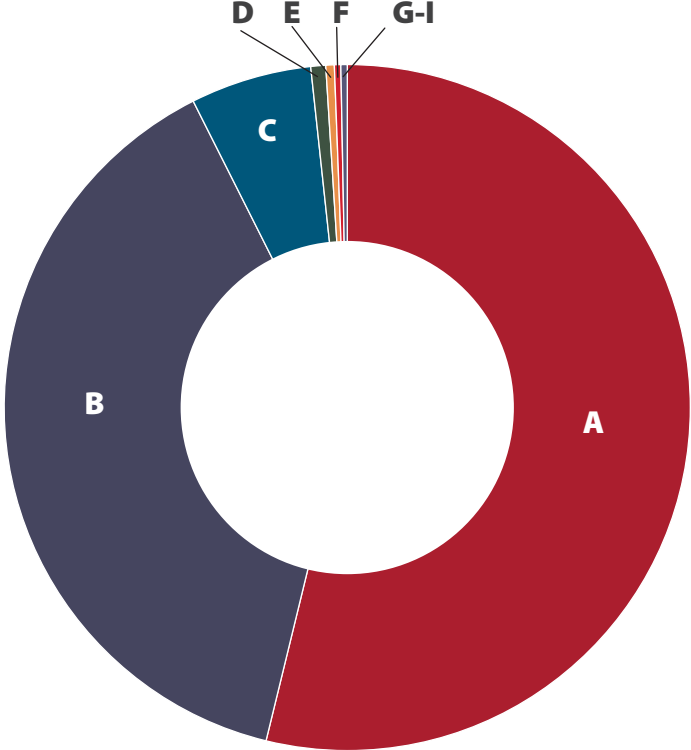
- Welcome, value and promote all aspects of diversity among students, employees and our community
- Cultivate a respectful, inclusive and accessible learning and working environment
- Develop capacity to understand issues of difference, power and social justice
- Foster educational, personal, and professional development, resulting in increased effectiveness within diverse contexts.

At Mt Hood Community College, Educational Programs and Support Services provide the full range of educational and support programs that allow students to meet their educational, career, and personal goals. With the diverse student population that MHCC has, we constantly need to identify and align programs and offerings internally and with local and regional partners and community-based organizations to better meet student, industry and community needs. By developing and implementing a regularly occurring comprehensive review of student support services (advising, TRIO, AVID, etc.), we ensure continuous alignment with the diverse population of student and community needs. MHCC is continually expanding the community college's academic planning and review process. An updated Academic Program Plan was prepared that is integrated with the Strategic Enrollment and Comprehensive Facilities plans, to include the values, mission, vision to meet the needs of our community.



Enrollment by Ethnicity

A	White	44.44%
B	Hispanic/Latino	20.56%
C	Unknown	20.05%
D	Asian	5.44%
E	Black	3.81%
F	Multi-Race	3.81%
G	American Indian	0.78%
H	International	0.63%
I	Pacific Islander	0.49%

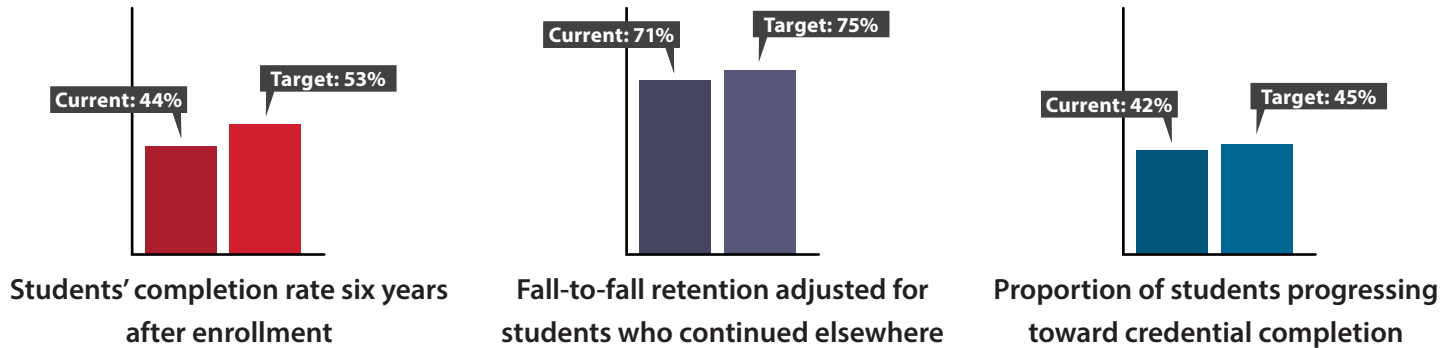


Enrollment by Gender

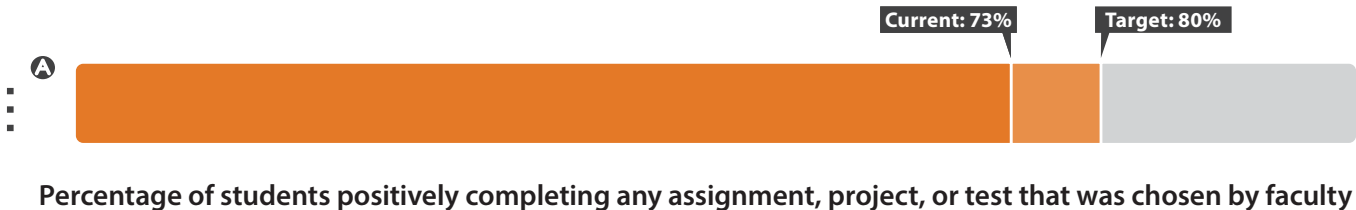
A	Male	53.7%
B	Female	38.9%
C	Unknown	5.7%
D	Gender Non-Binary	0.7%
E	Not Reported	0.4%
F	Transgender Man	0.3%
G	Gender Nonconforming	0.2%
H	Questioning or Unsure	0.1%
I	Transgender Woman	<0.001%

Student Success and Strategic Plan Overview

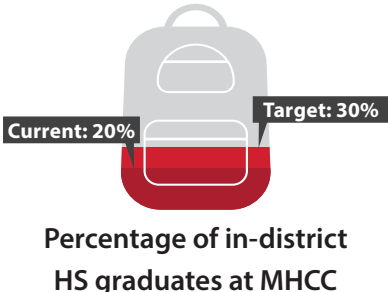
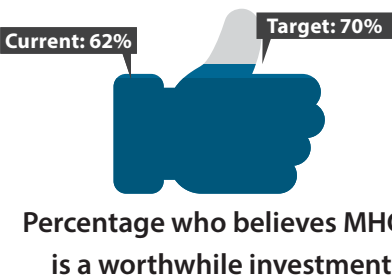
Student Success is measured by metrics showing if our students are graduating, dropping out or taking too long to graduate.



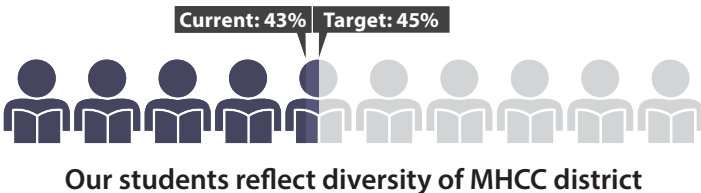
We measure our students **Learning**, so we know if they are prepared to go out in the world and achieve.



Does our **Community** see the benefit of MHCC? We measure this by surveying residents and measuring how many in-district students attend MHCC.



We have a **Diverse** community; we strive to create and support systems that recruit diverse students and employees.



(Targets are set for 2027. Data based on 23-24 fiscal year.)

Our Core Values and Their Impact on Our Work

Accessibility

- Ranked #4 in the U.S. for best education at an affordable cost
- Developed a new user-friendly website focused on our student population.
- Expanded Student Services Hub
 - 1,052 first-time students enrolled
 - 65.3% retention to winter term 2023
 - 72% retention for the pilot cohort

Equity

- Building for the Community and Equity Resource Center is underway, aiming to provide our students direct access to services and a dedicated study space for students with families.
- We sponsor a number of DEI (Diversity, Equity, and Inclusion) initiatives including training sessions, guest speakers, and more.



Innovation

- Innovation is a priority – our plan to revamp HR recruitment involves updating policies, procedures, and guiding managers to increase diverse employee representation.
- We implemented a new employment tool for student, which increased student employment placements by 52% and we saw a 94.6% retention for student employees.
- We secured \$1.3 million in grants, which we are using to expand the semiconductor industry workforce in East County.

Learning

- Serving 1,625 Adult Basic Skills and ESL students (English as a Second Language), we paved a path toward education for some of the community's most underserved populations.
- Approved first applied baccalaureate degree in the growing field of cybersecurity

Quality

- Ensuring quality, we've completed a comprehensive facility plan addressing accessibility, efficient classroom usage, and student learning centers.
- Additionally, a 10-year academic program plan is in place to meet student, job market, and employer needs.

Support

- The college invested \$206,500 to address students' basic needs insecurity.
- Partnering with TriMet, we secured \$45,000 for MHCC students' transportation support, with the potential to double that based on demand.

Executive Organizational Chart

**The People of the
Mt. Hood Community College District**

Board of Education



**Executive President
Dr. Lisa Skari**



**VP Finance and
Administration
Jennifer DeMent**



**VP Student
Development
Dr. John Hamblin**



**Interim VP Instruction
Dr. Betsy Julian**



**Assoc. VP Assessment and
Institutional Effectiveness
Sergey Shepelov**



**Assoc. VP Diversity,
Equity, and Inclusion
Traci Simmons**



**VP College Advancement
(Executive Director, Foundation)
Al Sigala**



**Assoc. VP
Information Technology
Linda Vigesaa**



**Assoc. VP Facilities, Risk
Management, and Public Safety
Charles George**



**Assoc. VP Human Resources
Terry Rogers**



**Assoc. VP
Finance and Auxiliary Services
Vacant**



**Assoc. VP of Brand, Marketing,
and Communications
Megan Nugent**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Mt. Hood Community College
Oregon**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morrill

Executive Director

President’s Budget Message

Budget Summary Highlights i - iv

General Overview

District Profile 2
Strategic Planning and Performance 4
Financial Policies 6
Budget Process and Compliance 8

Financial Overview

Financial Planning 15
Fund Description and Structure 16
Summary of Interfund Transfers 20
Personnel Services 21
Position Summary Schedule 22
Debt Management 23

General Fund Summary

General Fund 27
Resources 28
Requirements by Object 29
Requirements by Function 30

General Fund Service Areas

President and Governing Board 33
Development and District Communications 36
Instruction and Instructional Support 39
Student Development 42
Administrative Services 45
Institutional Items 48

Other Funds

Explanation of Other Funds 51

Pension Bond Debt Service 52

Physical Plant Maintenance 54

Technology Projects 56

Capital Projects 58

Student Aid and Scholarship 60

Federal, State, and Special Projects 62

Bookstore 64

Aquatic Center 66

Clubs 68

Trusts 70

Associated Student Government 72

Appendix

Appendix A - Statistical Information 74

Appendix B - Extended Summary of Funds 82

Appendix C - Legal Documents 86

Glossary 90



MT. HOOD
COMMUNITY COLLEGE

**President's
Budget Message**



President's Budget Message to the Mt. Hood Community College (MHCC) District Board of Education Budget Committee and Community, Wednesday, April 03, 2024.

Dear Colleagues,

It is with great pleasure that I present to you the proposed budget for the 2024/25 year. As we delve into the details of our proposed budget and the initiatives therein, it becomes evident that our priorities align with the evolving needs of our community and the overarching goals set forth by the board. From fostering an inclusive organizational structure to leveraging technology for enhanced student experiences, each initiative underscores our dedication to excellence and innovation.

Current Budget Environment:

Our focus for the coming year reflects a strategic focus on employee investments that acknowledge the cost-of-living increases experienced over recent years. By doing so, we ensure our compensation packages remain competitive in the market, enabling us to attract and retain a diverse and talented workforce. Additionally, we are cautiously optimistic about the enrollment growth for the current year. Our projections for the current 2023/24 anticipate a 9% increase in credit-bearing classes and a 7% overall rise in full-time equivalent (FTE) enrollment. These developments position us well for continued success and sustainability.

Revenue Components:

The college is in the middle of a legislative biennium and received an increase in state support for the current biennium. This increase was primarily for inflationary cost increases, and the distribution formula leaves little room for enrollment growth, statewide. Previous and current year enrollment growth have pushed MHCC to the limit of enrollment that can be reimbursed through the formula, meaning the college will not receive additional state support for enrollment growth.

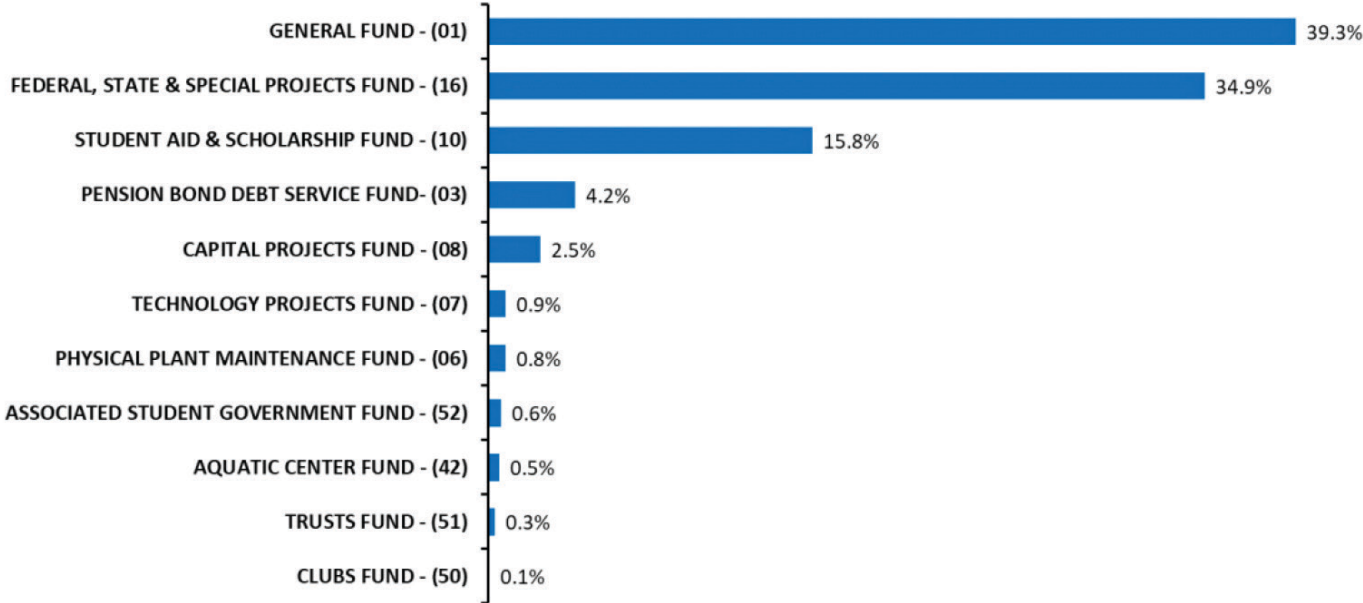
Despite reaching the limit for enrollment-based funding, 2024/25 will be the first year to receive funding for student support and student success. While individual college allocations are still under review, the student support and success dollars will be new funding in the budget next year, resulting in a projected increase in state support.

Despite state funding, the college is positioned well to maintain some enrollment growth. The percentage of students at the beginning of their academic career is at the highest level in 10 years, 30.2%. This increase creates a pipeline that is projected to increase enrollment next year by 2%, even without any new students. The college also continues investing in Strategic Enrollment Management (SEM) initiatives, which are projected to bring in at least 3% of additional enrollment through recruitment and retention initiatives which are described later under investments. The combined enrollment increase for next year's budget is 5%.

This projected enrollment growth will produce revenue through tuition. The board approved a \$2 per credit hour tuition increase for 2024/25, keeping the rate low enough to support the college in maintaining a competitive advantage in the region and state.

The Fiscal Year 2024-25 Proposed Budget Summary

The general fund accounts for 39% of the College's \$236 million proposed budget. Notable changes outside of the general fund include an increase to the Federal, State & Special Projects fund to account for a projected increase in grant opportunities, particularly as we look for ways to leverage funds to improve college facilities. A capital project fund has also been established in anticipation of the college passing a general obligation bond. While not allocating the budget for the entire potential bond issue, this fund will allow the college to begin some time-sensitive projects after the bond passes and the debt is issued. Proposed Budget by Fund



The remainder of this budget message will focus on the General Fund and the initiatives across the campus to deliver on the board's priorities and the college's strategic vision and goals.

Current Service Level and Investments in Our Students and Workforce

During the unit planning and budget allocation process, the campus community requested additional funding of \$4.6 million beyond the existing service level. However, due to a spending deficit, tough decisions had to be made. After carefully evaluating each request in terms of its alignment with college objectives, equity considerations, and potential revenue impact, \$900,000 in new investments was ultimately approved.

Goals



Goal A

Teaching and Learning



Goal B

Educational Programs and Support Services



Goal C

Organizational Structure, Systems, and Processes



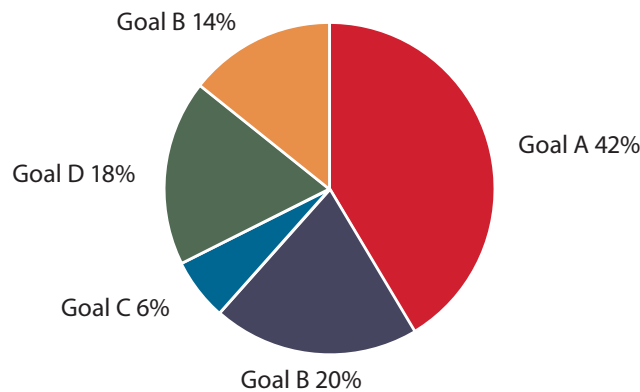
Goal D

Facilities and Technology



Goal E

Community Connections



Goal A, Improve Teaching and Learning: Practices and Processes to Support Learning and Success for All Students

New investments will continue providing Online Learning Faculty Certifications and Dual Delivery training to meet increased demand. Additionally, we aim to deepen faculty understanding of Diversity, Equity, and Inclusion (DEI) work, encouraging faculty ownership and leadership in promoting DEI principles. To support this, we have allocated funding for a faculty-led DEI academy, where selected faculty members will collaborate on projects to reduce barriers to student success. Furthermore, we plan to enhance the expertise of our Teaching and Learning Center (TLC) Coordinators by sending them to DEI conferences or training sessions annually. We are committed to recruiting nine full-time faculty members to further enhance our teaching excellence and student support, including a new cybersecurity instructor. Fall term, MHCC will welcome its first cohort of cybersecurity students enrolled in our new Bachelor of Applied Science (BAS) program.

Goal B, Educational Programs and Support Services: Provide the Full Range of Educational and Support Programs and Services Needed to Allow Students to Meet their Educational, Career, and Personal Goals

To achieve this goal, and in alignment with our SEM plan, we will ensure adequate staffing for the Academic Advising & Transfer Center (AATC) to support the re-conceptualization and re- design of a campus-wide framework for academic advising. Additionally, the Career Planning and Counseling Center will implement a robust marketing strategy to enhance student awareness and engagement with the online career tool Handshake, fostering growth in account creation and ensuring every student recognizes it as the go-to platform for access to student employment opportunities. In collaboration with the math department, testing services, and the academic advising and transfer

center, we will fund a trial faculty Math Placement Advisor position that will aid in the proper placement of incoming students through direct student support. Furthermore, we plan to deploy student-specific targeted marketing and recruitment technology through Motimatic.

Goal C, Organizational Structure, Systems, and Processes: Align the College's Organizational Structure, Systems, and Processes to Reflect the Diversity of the Communities We Serve

Allocated funding will deliver new employee orientation sessions for all employee groups twice each term. Additionally, we are committed to co-creating, building, and sustaining the Student Basic Needs department in partnership with student leaders, workers, interns, and program participants. Our primary objective is to keep students at the center of our programming and decision-making processes, ensuring their well-being and success.

Goal D, Facilities and Technology: Provide Facilities and Technology Platforms to Serve the Needs of All Students

New funding will implement a software solution to manage dental clinic patient records. This enhances data security by transitioning to a paperless environment and streamlines record-keeping processes. One-time purchase of equipment to address safety, efficiency, and improved learning environments.

Goal E, Coordinate Community Connections: Increase Our Visibility and Strengthen the Connection Between the College and Our Local and Regional Community Partners

To build awareness and engagement, allocated investments in marketing department staffing and materials will support increased community awareness and department-specific marketing campaigns.

As we navigate through our proposed budget summary and the strategic initiatives poised to shape the future trajectory of our institution, we invite you to explore the details outlined. Thank you for your continued support and collaboration as we work together to realize our shared vision of excellence in education and service to our community.

Thank you,



Dr. Lisa Skari



MT. HOOD
COMMUNITY COLLEGE

General Overview

District Profile

The Mt. Hood Community College district encompasses about 950 square miles with a population of more than 300,000. The district boundaries extend as far east as the lofty peak of Mt. Hood and to the Wasco County line, south into Clackamas County, including the communities of Boring and Damascus, and west into the city limits of Portland. The Columbia River from 33rd Street to Cascade Locks is the northern boundary. Within this area are the high school districts of Corbett, David Douglas, Gresham-Barlow, Parkrose, Reynolds, Centennial, and the Oregon Trail District.

Our History and Campus Profile

Mt. Hood Community College opened in 1966 and now enrolls nearly 19,000 students yearly. It offers classes at the Gresham Campus, the Maywood Park Center, the Bruning Center for Allied Health Education, and public schools within the district. MHCC offers 120 associate degrees, certificate programs, and transfer options.

The main revenue sources are local property tax revenue, state support funds, and student tuition. District citizens elect board members to four-year terms, and members serve without pay. Presidents of the College have included Earl Klapstein, R. Stephen Nicholson, Paul E. Kreider, Joel Vela, Robert Silverman, John "Ski" Sygielski, Michael Hay, and Debra Derr. The current president is Dr. Lisa Skari.

The community surrounding MHCC has grown in the last few years and continues to demonstrate growth. The community is diverse, and MHCC's student body mirrors this diversity. The college is committed to remaining accessible to an ever-increasing population with diverse needs.

Whether students are interested in pursuing a professional-technical degree, transferring to a four-year institution, or taking personal enrichment courses, MHCC is the place for community members to accomplish their goals and fulfill their dreams.

Every year, colleges and universities like MHCC must submit data about our college and our students to the federal Department of Education. The department posts this information on the website College Navigator, where students can search for colleges and compare the information. MHCC is now also required by the federal government, under the Higher Education Opportunity Act of 2008, to provide all students and prospective students with specific information about our college, including the diversity information, retention, and graduate rates on this page.

The Northwest Commission on Colleges and Universities accredits MHCC.

Equity and Inclusion

Equity at MHCC is a two-pronged concept. It seeks to provide what each individual within our community needs; and simultaneously seeks to create equity systems to promote fairness and justice. This concept requires us to imagine a future where all people across the spectrum of difference can succeed at Mt. Hood Community College. The college commits to work to ensure the realization of this future vision continually. It aligns systems, policies, practices, and resource allocations with the strategic intent to advance equity. The college actively:

- Welcomes, values, and promotes all aspects of diversity among students, employees, and our community
- Cultivates a respectful, inclusive, and accessible learning and working environment
- Develops the capacity to understand issues of difference, power, and social justice
- Foster educational, personal, and professional development, resulting in increased effectiveness within diverse contexts.

In 2021, MHCC implemented an equity lens tool as an initial launch of its Equity Centered Goals framework. Why does the college need an equity lens?

- To ensure it keeps race and intersectionality at the center of considerations for our organizational decision-making, policies, practices, and procedures.
- To ensure it effectively and persistently challenges the dominant ideology and status quo of White supremacy.
- To establish an institutional commitment to social justice and do no further harm to historically and contemporaneously marginalized humans and groups
- To center the experiences of students and their communities in service to becoming a more diverse, equitable, and inclusive organization
- To use data and diverse perspectives as part of the organizational transformation

Public Safety

The federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires colleges and universities, both public and private, participating in federal student aid programs to disclose campus safety information and impose certain basic requirements for handling incidents of sexual violence and emergencies. The college discloses crime statistics and summaries of security policies once a year in an Annual Security Report (ASR), and information about specific crimes and emergencies is made publicly available continuously throughout the year.

The public can view the report online at Annual Security Report or obtain a free paper copy of this report by contacting the Public Safety Department in room AC2330 at 26000 S.E. Stark Street, Gresham, Oregon, 97030, or by calling (503)-491-7310.

Accreditation

Mt. Hood Community College (MHCC) is accredited by the Northwest Commission on Colleges and Universities (NWCCU).

Accreditation of an institution of higher education by the NWCCU indicates that it meets or exceeds the criteria for evaluating institutional quality through peer review. An accredited college or university has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. The accreditation process also addresses institutional integrity.

Accreditation by the NWCCU is not partial but applies to the entire institution. As such, it is not a guarantee of every course or program offered or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to the institution's students.

The NWCCU is an independent, nonprofit membership organization recognized by the U.S. Department of Education and the Council for Higher Education Accreditation.

Mt. Hood Community College has continuously maintained its accreditation with NWCCU since 1972. Accreditation through NWCCU means that the MHCC district meets or exceeds the commission's established educational quality and effectiveness standards. The college's accreditation was recently reaffirmed on March 1, 2024, extending for the subsequent seven years following the evaluation conducted in Fall 2023.

General Overview

Inquiries regarding MHCC's accredited status by the Northwest Commission on Colleges and Universities should be directed to the President's Office or the Accreditation Liaison Officer at 503-491-7411.

Individuals may also contact:

Northwest Commission on Colleges and Universities

8060 165th Avenue N.E., Suite 100

Redmond, WA 98052

425-558-4224

www.nwccu.org

In addition, these career technical programs are accredited or approved by the following associations:

- Automotive: National Automotive Technician Education Foundation
- Dental Hygiene: Commission on Dental Accreditation, American Dental Association
- Emergency Medical Technician: Oregon Department of Education
- Funeral Service Education: American Board of Funeral Service Education
- Natural Resources Technology - Forest Resources: Society of American Foresters.
- Nursing: Oregon State Board of Nursing
- Nursing Assistant: Oregon State Board of Nursing
- Physical Therapy Assistant: Commission on Accreditation in Physical Therapy Education
- Surgical Technology: Accreditation Review Committee on Education in Surgical Technology
- Respiratory Care: Commission on Accreditation for Respiratory Care
- Welding: American Welding Society

Strategic Planning and Performance

Overview

In July 2022, Mt. Hood Community College adopted a new strategic plan after a robust community engagement process, soliciting feedback from students, employees, community members, partners, and stakeholders. Out of these engagement efforts and larger Strategic Plan processes, a clear vision, mission, and values have been developed to anchor and propel the college through the

next five years. This Strategic Plan update specifically deals with the challenges experienced by the college, region, and country over the past few years. The Community College and region have dealt with the ongoing effects of the COVID-19 pandemic and changing demographics and new leadership. This Strategic Plan pays special attention to identifying the needs of the changing student body and district demographics, addressing industry trends, and supporting employees to continue and increase the rate of student success and close the opportunity gap for all.



Framework

Mission

With a commitment to being inclusive, Mt. Hood Community College offers a full range of education and training in a supportive environment to advance personal and professional growth. We are a community hub for cultural, economic, recreational, and intellectual enrichment.

Vision

Mt. Hood Community College is valued as a cornerstone of the community for affordability, equitable student success, innovation, and financial stewardship.

Goals

- **Goal A** - Improve teaching and learning practices and processes to support learning and success for all students.
- **Goal B** - Provide the full range of educational and support programs and services needed to allow students to meet their educational, career, and personal goals
- **Goal C** - Align the college's organizational structure, systems and processes to reflect the diversity of the communities we serve
- **Goal D** - Provide facilities and technology platforms to serve the needs of all students
- **Goal E** - Increase our visibility and strengthen the connection between the college and our local and regional community partners

Core Values

- **Accessibility** - We seek to minimize barriers
- **Equity** - We value fairness and impartiality
- **Innovation** - We believe in continuous improvement
- **Learning** - We foster an environment to support student success
- **Quality** - We aspire to excellence in all our programs and services
- **Support** - We seek to create an encouraging environment



Equity Statement

At Mt. Hood Community College, we hold ourselves accountable to align our systems, policies, practices, and resource allocations to strategically and purposefully advance equity. We recognize the harm done to historically excluded people. We work towards a future where all people across the spectrum of difference thrive at Mt. Hood Community College. We seek to provide every person within our community the tools to be successful. We actively design equitable systems to promote fairness and justice.

Mt. Hood Community College prioritizes equity and acknowledges the importance of the ongoing and intentional work to interrupt oppression and remove barriers that perpetuate inequity. We strive to become an organization that demonstrates equity in concept, practice, and outcomes, where all people are valued and feel a sense of belonging. A complete copy of the 2022 Mt. Hood Community College Strategic Plan and related Environmental Scan is available on the college's website.

Strategic Plan Status

Each goal has a number of related objectives or strategies to move the college toward goal attainment. As departments complete their annual unit planning and budget allocation process, they create tactics or strategies to support the objective. Current strategies are included in the Service Area section, beginning on page 34. Objectives and strategies are available at <https://air.mhcc.edu/sp/>.

Financial Policies

In fiscal years 2022 and 2023, the college underwent a review process for all of its policies and regulations. Financial policies support the college in managing fiscal resources, ensuring fiscal stability, and supporting its educational mission. By providing guidelines for resource allocation, financial stability, cost control, compliance, financial aid, and long-term planning, these policies contribute to the institution's success in providing quality education and fulfilling its broader educational goals.

Delegation of Authority, Business and Fiscal Affairs: The Board of Education delegates to the president the authority to supervise the general business procedures of Mt. Hood Community College to assure the proper administration of property and contracts; the budget, audit, and accounting of funds; debt administration; the acquisition of supplies, equipment and property; and the protection of assets and persons. All transactions shall comply with applicable laws and regulations.

The president shall make appropriate, periodic reports to the Board of Education and shall keep the Board of Education fully advised regarding the college's financial status.

Fiscal Management: The President shall establish administrative regulations to assure that the college's fiscal management is in accordance with federal, state, and local laws and regulations that ensure:

- Adequate internal controls exist.
- Fiscal objectives, procedures, and constraints are communicated to the Board of Education and employees.
- Adjustments to the budget are made in a timely manner, when necessary.
- Responsibility and accountability for fiscal management are clearly delineated.

The president will present a quarterly report showing the financial and budgetary conditions of the college to the Board of Education.

Financial Audits: There shall be an annual independent audit of all the college's funds, books, and accounts. The president shall ensure that an annual independent audit is completed consistent with Oregon Municipal Audit Law requirements. The president shall recommend a certified public accountancy firm to the Board of Education to contract for the annual audit.

Investments: The President is responsible for ensuring that funds of the college that are not required for immediate needs are invested. Investments shall be in accordance with state law. Investments shall be made based on the following criteria:

- The preservation of the principal shall be of primary importance.

- The investment program must remain sufficiently flexible to permit the college to meet all reasonably anticipated operating requirements.
- Investments will be diversified to avoid incurring unreasonable and avoidable risks regarding specific security types, industries, or individual financial institutions.
- Investments will be managed to maintain a reasonable rate of return throughout budgetary and economic cycles, given the constraints and spirit of this policy.
- Transactions should be avoided that might impair public confidence.

Purchasing: The Board of Education delegates the authority to purchase supplies, materials, apparatus, equipment, and services as necessary to the efficient operation of Mt. Hood Community College to the president. All purchases with a contract value of \$150,000 or more shall be reviewed and approved by the college's Board of Education prior to purchase.

Bids and Contracts: The Board of Education delegates the authority to enter into contracts on behalf of the college and establish administrative regulations for contract awards and management to the president, subject to the Community College Rules of Procurement, Oregon Administrative Rules, Oregon Revised Statute, and federal regulations. College employees shall not have any role in procuring public contracts that may result in a direct, beneficial, or financial interest for themselves, their relatives, members of the household or the businesses with which they are associated.

Capital Construction: The President is responsible for planning and administrative management of Mt. Hood Community College's capital outlay and construction program. The president shall supervise the college's construction projects. The president may designate a construction manager who shall monitor the progress of all construction work, including inspection of craft and quality, completion of work to meet specifications, and the suitability of proposed changes to the scope and original design of the work. Mt. Hood Community College is committed to balancing economic, environmental, sustainable and social responsibilities and reduction of the college's dependence on non-renewable energy sources by providing academic programs and operational practices that model the sustainable use of resources.

Capital Assets: Capital assets include land and land improvements, buildings and building improvements, art collection, equipment and furnishings and construction in progress. Art collection and equipment and furnishings with a cost or estimated historical cost of \$5,000 or more and a useful life greater than one year are capitalized. All other capital assets are capitalized if cost or estimated historical cost exceeds \$50,000.

Donated capital assets are recorded at acquisition value on the date donated. The costs of normal maintenance and repairs that do not add to the value or functionality of the asset's lives are not capitalized. With the exception of art collections, which have an inexhaustible life, capital assets are depreciated using the straight-line method over the following useful lives:

- Land improvements 10-25 years

- Buildings and building improvements 45-60 years
- Equipment and furnishings 5-20 years

Basis of Accounting

For accounting purposes, the college is a governmental entity subject to the pronouncements of the Governmental Accounting Standards Board. The college uses fund accounting, segregating resources into distinct funds in accordance with special regulations, restrictions, or managerial accountability. The district focuses on changes in current financial resources in the preparation, adoption and execution of annual budgets for the district's funds. The modified accrual basis of accounting is used to account for transactions or events that have increased or decreased the resources available for spending in the near future. The budget schedules include all transactions or events that affect the fund's current financial resources, even though these transactions may not affect net position. Such transactions include:

- Issuance of debt
- Debt service principal payments
- Capital outlay

Revenues are recognized when they are susceptible to accrual. To be susceptible to accrual, the revenue must be both measurable and available. Measurable means the amount of the transaction can be determined. Available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The district deems revenues received within 60 days of the end of the fiscal year to be available and subject to accrual. Expenditures are recorded when the related fund liability is incurred, except for un-matured interest on general long-term debt, which is recognized when due, and certain compensated absences and claims and judgments, which are recorded only when expected to be liquidated with available expendable financial resources. State support is recorded at the time of receipt or earlier if the susceptible to accrual criteria are met. Expenditure-driven grant revenue is recognized when the qualifying expenditures have been incurred and all other grant requirements have been met. Other receipts, including property taxes, become measurable and available when cash is received by the district and recognized as revenue at that time.

Budget Process and Compliance

In accordance with Oregon Revised Statutes, the district adopts annual budgets and makes appropriations on a fund basis, using the modified accrual basis of accounting. The resolution authorizing appropriations by the organizational unit sets the level by which expenditures cannot legally exceed appropriations. Transfers of appropriations may be made between legally authorized appropriations when authorized by Board resolution. Annual appropriations lapse on June 30.

Budget Preparation

Each year, the president shall present a budget to the Board of Education. The schedule for presentation and review of budget proposals shall comply with state law and regulations and provide adequate time for Board of Education study.

Budget development shall meet the following criteria:

- A budget officer shall be appointed annually by the Board of Education.
- The annual budget shall support the entity's master and educational plans.
- Assumptions upon which the budget is based are presented to the Board of Education for review.
- A schedule is provided to the Board of Education in July of each year that includes dates for presentation of the proposed budget, Public hearing(s), Board of Education work session(s), and approval of the final budget. At the public hearings, interested persons may appear and address the Board of Education regarding the proposed budget or any item in the proposed budget.
- Changes in the assumptions upon which the budget was based shall be reported to the Board of Education in a timely manner.
- Budget projections address long-term goals and commitments.

Compliance

Local governments in Oregon that are authorized to impose a property tax levy, including Mt. Hood Community College, are subject to the requirements of the Oregon Local Budget Law under ORS 294.305 to 294.565. The law sets out several specific procedures that must be followed during the budgeting process. In accordance with Oregon Administrative Rule 294.352(1), Mt. Hood Community College prepares a "balanced budget", which is defined as one in which total requirements within each fund equal total resources and contingency is not negative.

Because the college levies property taxes in Multnomah County, its budget process is under the supervision of the Tax Supervising and Conservation Commission (TSCC). The TSCC, an oversight agency created under Oregon Revised Statute (ORS) 294.608, supervises local government budgeting and taxing activities within its jurisdiction.

The TSCC reviews and certifies budgets from all units of local government within its jurisdiction. Annual, biennial, and supplemental budgets are reviewed by the commission for compliance with local finance laws to examine program content, to judge whether the estimates are reasonable, and to coordinate financial planning among the various local governments.

The following is a summary of steps in the budgeting process at Mt. Hood Community College:

- Budget Officer is appointed**

The first step in the budget process is the appointment of the budget officer. ORS 294.331 directs the college “to designate a budget officer for the district who shall supervise the preparation of the annual school budget.” The Budget Officer, appointed by the board, is responsible for preparing the budget calendar, the proposed budget document and publishing the notices of Budget Committee meetings.
- Approval of the Budget Calendar**

The budget calendar outlines the meetings schedule as well as the required elements of the process.
- Budget Policy and goals for the upcoming fiscal year are formulated**

The College President and the Board of Education determine the budget policy applicable for the fiscal year.
- Proposed Budget is prepared based on policies**

Budget policies are shared with campus stakeholders, and budget managers prepare and submit proposed budgets for their areas of responsibility in collaboration with their teams.
- Notice of first Budget Committee meeting is published**

Notice of the meeting must be published either twice in a newspaper of general circulation not less than 5 days, nor more than 30 days, before the scheduled meeting date. The publication must be separated by at least 5 days. Or the notice of the meeting may be published once in a newspaper of general circulation, not more than 30 days before the meeting date and not less than 5 days before the meeting date, and once on the MHCC website in a prominent manner and maintained on the website for at least 10 days before the meeting date. The newspaper notice must contain the internet website address on which the notice is posted.
- Budget Committee meets to receive the proposed budget and president’s budget message**

The budget committee is a subcommittee of the publicly elected board. A budget committee chair is selected by the committee.
- Notice of second Budget Committee meeting is published**
- Budget Committee meets to approve the budget and levy taxes**

A public hearing is held where questions and comments about the budget are encouraged.
- Budget Summary and Notice of TSCC Budget Hearing is published**
- TSCC holds a public hearing on the district’s budget**

The budget is presented by the district. The commission reviews the budget, asks questions of interest to the general public, makes recommendation(s), and issues a certification letter.
- Board of Education adopts the budget**

The Board is required to hold a public hearing prior to the adoption of the budget by resolution. The resolution must be approved by the Board by June 30 and must contain the appropriation level and tax levies.
- Adopted budget is filed with TSCC and Multnomah, Clackamas, and Hood River county offices by July 15**

Budget Management Policy: The budget shall be managed in accordance with Oregon Local Budget Law. Budget revisions shall be made only in accordance with these policies and as provided by law. Mt. Hood Community College's unrestricted general reserves shall be no less than 5%, as adopted by the board. Revenues accruing to the college in excess of amounts budgeted shall be added to the college's reserve for contingencies. They are available for appropriation only upon a resolution of the Board of Education that sets forth the need according to major budget classifications in accordance with applicable law.

Budget Changes after Adoption

In accordance with board policy, adjustments to the budget are made in a timely manner, when necessary. Should circumstances arise during the fiscal year that require expenses to be paid that were not budgeted, the college receives revenue it did not plan for in its budget, or changes in budget authority levels are needed, the Board of Education can adopt changes in appropriations. Changes are made through either budget transfer resolutions or supplemental budgets.

Transfers of appropriations may be made within a given fund when authorized by official resolution of the governing body. The resolution will state the need for the transfer, the purpose for the authorized expenditure, and the amount of appropriation transferred. A budget transfer resolution decreases an existing appropriation and increases another appropriation by the same amount.

There are two types of supplemental budgets. The size of the budget change is the primary determining factor as to which type of supplemental budget must be used. A supplemental budget is valid only through June 30 of the fiscal period in which it is adopted. A supplemental budget does not authorize the governing body to impose additional property taxes. Supplemental budgets require a public hearing; resolution transfers do not.

Budget Calendar July 2023 - June 2024

July, 2023

- Board appoints budget officer; approve budget calendar, ORS 294.331
- Board and President Goal Setting

November, 2023

- Board enrollment update and budget impact; review prior year results.

January, 2024

- Board receives audit

February, 2024

- Board reviews 2nd quarter results and budget assumptions.

March, 2024

- Board approves Tuition and Fees
- Public notice newspaper - Budget committee meeting ORS 294.426
- Public notice website - Budget committee meeting ORS 294.426

April, 2024

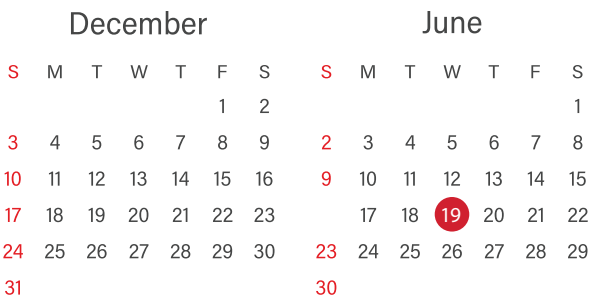
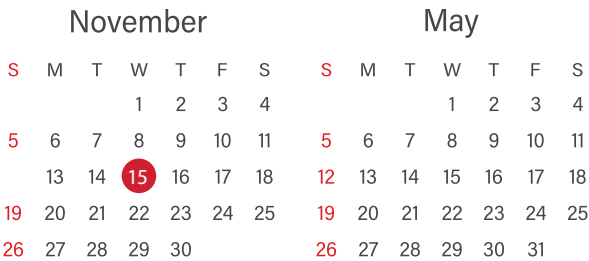
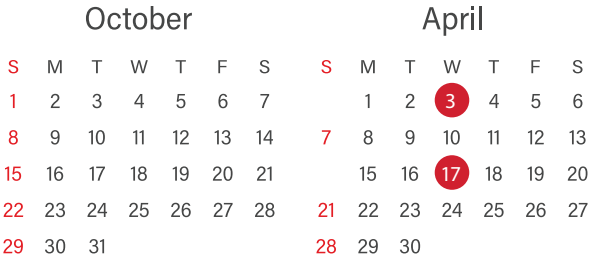
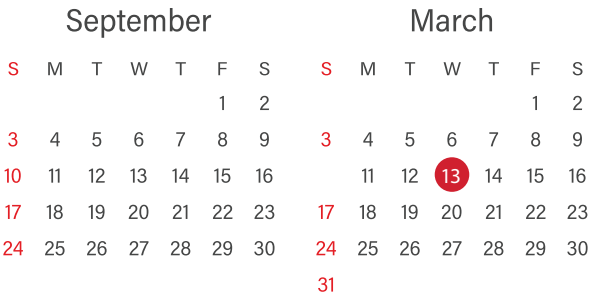
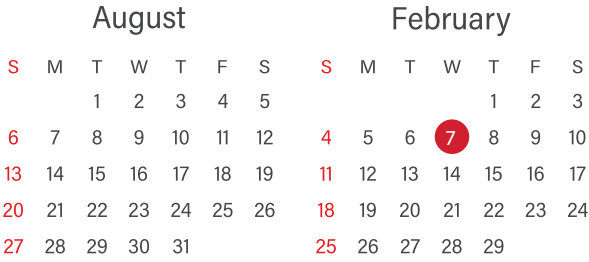
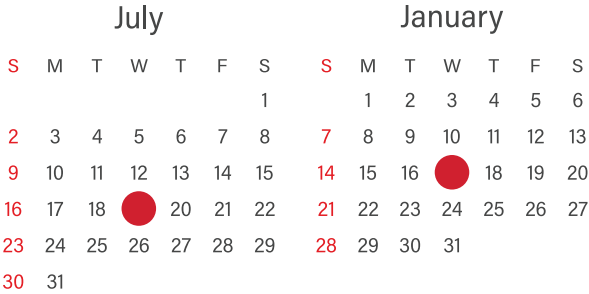
- Budget Committee receives proposed budget ORS 294.40; selects Budget Committee chair.
- Public notice website- Budget committee meeting ORS 294.426
- Public notice newspaper- Budget committee meeting ORS 294.426
- Budget Committee Meeting: Approve budget, levy taxes.

May, 2024

- Submit approved budget to TSCC – as soon as it is compiled (by May 15th)
- Public notice website – Budget hearing ORS 294.448
- Public notice newspaper - Budget hearing ORS 294.448

June, 2024

- TSCC Budget Hearing ORS 294.453
- Adoption of budget by Board of Education ORS 294.456
- File adopted budget with TSCC by July 15th
- Certify levy with assessor’s office ORS 294.458



Mt. Hood Community College District Budget Committee

In accordance with ORS 294.341, the governing body of each municipal corporation having a population exceeding 200,000 and that is located in a county having a tax supervising and conservation commission shall be the budget committee for the municipal corporation.

Budget Committee Member	Zone	Term Ends – June 30
Diane McKeel	1	2025
Marie Teune	2	2025
Andrew Speer	3	2027
Annette Mattson	4	2025
Dana Stroud	5	2027
Diane Noriega	At Large	2027
ShaToyia Bentley	At Large	2027

The Budget Committee meets publicly to review the proposed budget document, receive the President's budget message and take the following actions through a majority vote:

- Specifies total tax revenue for all funds
- Establishes the maximum total expenditures for each fund
- Approves the property tax levy rate
- Approves the proposed budget

TBD, Budget Committee Chair

TBD, Budget Committee Vice-Chair

Jennifer DeMent, Budget Officer



MT. HOOD
COMMUNITY COLLEGE

Financial Overview

Financial Planning

Mt. Hood Community College's financial planning integrates College-wide strategic planning and resource allocation, designed to ensure resource alignment with unit plans to support the institution in meeting short and long-term goals. A transparent application facilitates the planning and budgeting processes, allowing all campus stakeholders to review. Funding requests for new initiatives are tracked separately and submitted with an equity-based decision-making template before being prioritized with a rubric by area vice presidents. The executive team reviews and discusses requests regarding available funding, potential resource reallocation, and alignment with College goals. The President makes the final recommendation and presents it to the MHCC Board's budget committee as part of the budget approval process. The budget process includes public hearings for internal and external stakeholders to provide input. After presenting the proposed budget to the board, the administration reviews it with staff. The Tax Supervising and Conservation Commission (TSCC), a structure unique to Multnomah County, reviews the Board-approved budget and holds a public hearing. Commissioners ask the board and administration questions of general interest to the public before certifying the budget, providing additional community participation.

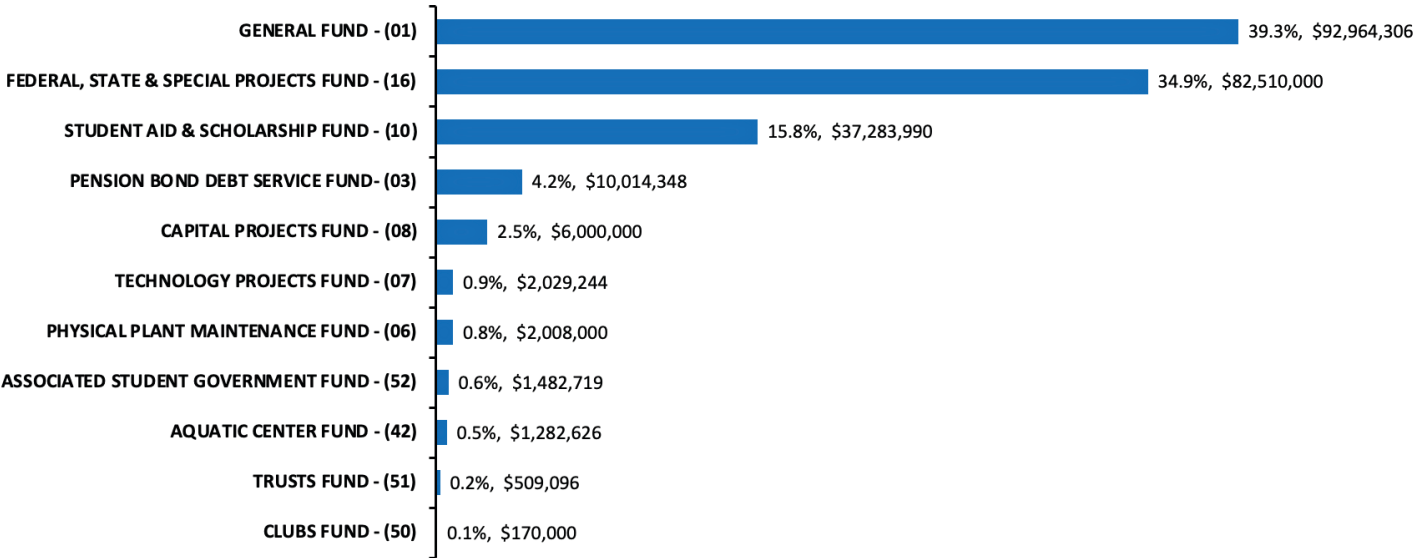
The college maintains a five-year financial plan that includes revenue, and expenditure changes assumptions. Seventy-seven percent of the college's resources are allocated based on student enrollment and success, which requires a strong link between goal achievement and financial planning. When the college allocates funds to strategies that support college goals, associated enrollment growth or retention is conservatively adjusted in the forecast. The financial plan is conservative, as the college has more knowledge and control over future expenditures and less regarding resources, which causes a growing gap between resources and expenses. While the forecast general has a deficit in out-years, as displayed below in the ending fund balance projection, it has been responsible for adjusting expenditures annually to align with resources.

Fund Description and Structure

Budget by Fund: The proposed budget total for all funds is \$236,254,329. The chart below shows actual expenditures for the fiscal years ending 2022 and 2023, the amended budget for the fiscal year ending 2024, and the proposed budget for the fiscal year ending 2025.

Actual		Fund Title	Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 89,708,730	\$ 91,285,935	General Fund - (01)	\$ 85,927,607	\$ 92,964,306	\$ 7,036,699	8.2%
68,565,224	10,023,846	Pension Bond Debt Service Fund - (03)	9,597,753	10,014,348	416,595	4.3%
1,350,352	4,854,679	Physical Plant Maintenance Fund - (06)	1,747,500	2,008,000	260,500	14.9%
2,194,014	2,540,354	Technology Projects Fund - (07)	2,209,133	2,029,244	(179,889)	-8.1%
-	-	Capital Project Funds - (08)	-	6,000,000	6,000,000	100%
21,905,011	17,103,794	Student Aid & Scholarship Fund - (10)	37,283,990	37,283,990	-	-
42,600,996	50,828,697	Federal, State & Special Projects Fund - (16)	67,460,000	82,510,000	15,050,000	22.3%
926,577	655,859	Bookstore Fund - (40)	-	-	-	-
1,328,569	1,738,767	Aquatic Center Fund - (42)	1,793,292	1,282,626	(510,666)	-28.5%
55,878	63,023	Clubs Fund - (50)	170,000	170,000	-	-
840,562	973,673	Trusts Fund - (51)	509,096	509,096	-	-
1,801,164	1,833,031	Associated Student Government Fund - (52)	1,364,805	1,482,719	117,914	8.6%
\$ 231,277,077	\$ 181,901,658	Total	\$ 208,063,176	\$ 236,254,329	\$ 28,191,153	13.5%

Explanation of Funds: Mt. Hood Community College’s budget consists of several funds. Each fund has a specific use, and dollars are earned or received into those funds from particular activities and explicitly for those specific uses. The General Fund is the most significant, and it accounts for the general operations of the college and therefore receives most of the budgetary attention. However, all the funds combine to make the MHCC annual budget, each playing a critical role in college operations. State and local governments use three broad categories of funds: *governmental, proprietary, and fiduciary*.



GOVERNMENTAL FUNDS (fund numbers 01-16)

Governmental funds account for the ongoing operations of those governmental organizations for which they were established.

01 General Fund: The General Fund accounts for the financial operations of the district not accounted for in any other fund. Principal sources of revenue are state support, tuition and fees, and property taxes. Expenditures are made for instruction, research, academic support, student services, public services, institutional support, debt service, operation and maintenance of plant facilities, and financial aid.

03 Pension Bond Debt Service Fund: The Pension Bond Debt Service Fund provides for the payment of principal and interest on limited tax pension obligation bonds. Principal revenue sources are charges to other funds.

06 Physical Plant Maintenance Fund: The Physical Plant Maintenance Fund accounts for resources from energy rebates and debt proceeds used to maintain the district's physical plant.

07 Technology Projects Fund: The Technology Projects Fund accounts for resources provided by student technology fees, which are used to meet the changing technological needs of the district.

08 Capital Projects Fund: The Capital Projects Fund provides for the capital projects from the general obligation bond. Historical expenses are related to prior full faith and credit obligations issued by the district. Revenues are derived from debt proceeds.

10 Student Aid and Scholarship Fund: The Student Aid and Scholarship Fund accounts for revenues and expenditures for various programs providing grants, loans, or wages for students from federal or state funds. Some of these programs require local revenues, usually provided by transfers from the General Fund or other sources of revenue.

16 Federal, State, and Special Projects Fund: The Federal, State, and Special Projects Fund accounts for the financial operations of the various programs of the district, funded primarily by federal revenues other than student aid. These include specialized programs for dislocated workers, disadvantaged, disabled, vocational students, and youth.

PROPRIETARY FUNDS (fund numbers 40, 42)

Mt. Hood only has one type of proprietary fund, enterprise funds. The Bookstore and the Aquatic Center are enterprise funds. Enterprise funds are used for services provided to the public on a user-charge basis, similar to the operation of a commercial enterprise.

40 Bookstore Fund: The Bookstore Fund was established to account for revenues and expenditures associated with the sale of textbooks, supplies, general merchandise, and other operations. In 2021 College transitioned the store to an online-only marketplace. The new virtual bookstore is a revenue-only contracted service with a third party. The college receives a percentage of gross sales. The Bookstore Fund was eliminated at the end of 2022-23.

Financial Overview

42 Aquatics Fund: The Aquatic Center Fund accounts for the operations of the aquatics center. This enterprise fund accounts for the financial operations of the district’s aquatics facility.

FIDUCIARY FUNDS (fund numbers 50 – 52)

Fiduciary funds account for assets held in trust by the government for the benefit of individuals or other entities.

50 Clubs Fund: The Clubs Fund accounts for the revenues and expenditures of various clubs and organizations designed to complement the district’s curricular and co-curricular programs. The principal revenue source is participant fees.

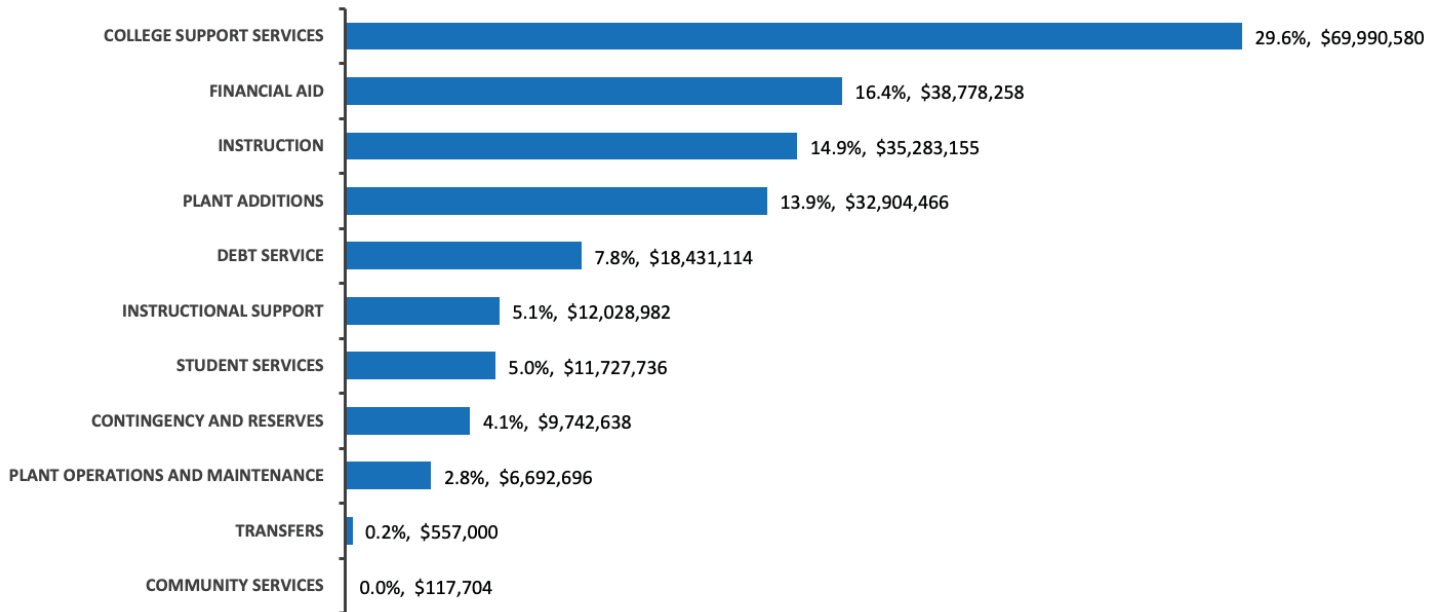
51 Trusts Fund: The Trusts Fund accounts for assets held by the district under the terms of the various agreements.

52 Associated Student Government Fund: The Associated Student Government Fund accounts for activities of the Associated Student Government. The principal revenue source is student fees.

Budget by Function: The chart below shows actual expenditures for fiscal years ending 2021 and 2022, the amended budget for the fiscal year ending 2023, and the approved and adopted budget for the fiscal year ending 2024 grouped by area or department.

Actual		Function	Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 30,208,990	\$ 29,256,776	Instruction	\$ 32,551,545	\$ 35,283,155	\$ 2,731,610	8.4%
9,345,604	9,758,842	Instructional Support	11,341,898	12,028,982	687,084	6.1%
7,926,325	8,966,453	Student Services	11,000,872	11,727,736	726,864	6.6%
109,261	102,857	Community Services	114,800	117,704	2,904	2.5%
104,324,840	48,097,038	College Support Services	56,940,485	69,990,580	13,050,095	22.9%
5,305,794	5,532,807	Plant Operations and Maintenance	6,241,016	6,692,696	451,680	7.2%
1,921,677	9,285,095	Plant Additions	23,130,788	32,904,466	9,773,678	42.3%
11,567,813	12,989,367	Debt Service	19,258,659	18,431,114	(827,545)	-4.3%
22,712,445	17,940,114	Financial Aid	38,425,524	38,778,258	352,734	0.9%
524,441	4,734,055	Transfers	547,292	557,000	9,708	1.8%
37,329,887	35,238,254	Contingency and Reserves	8,510,297	9,742,638	1,232,341	14.5%
\$ 231,277,077	\$ 181,901,658	Total	\$ 208,063,176	\$ 236,254,329	\$ 28,191,153	13.5%

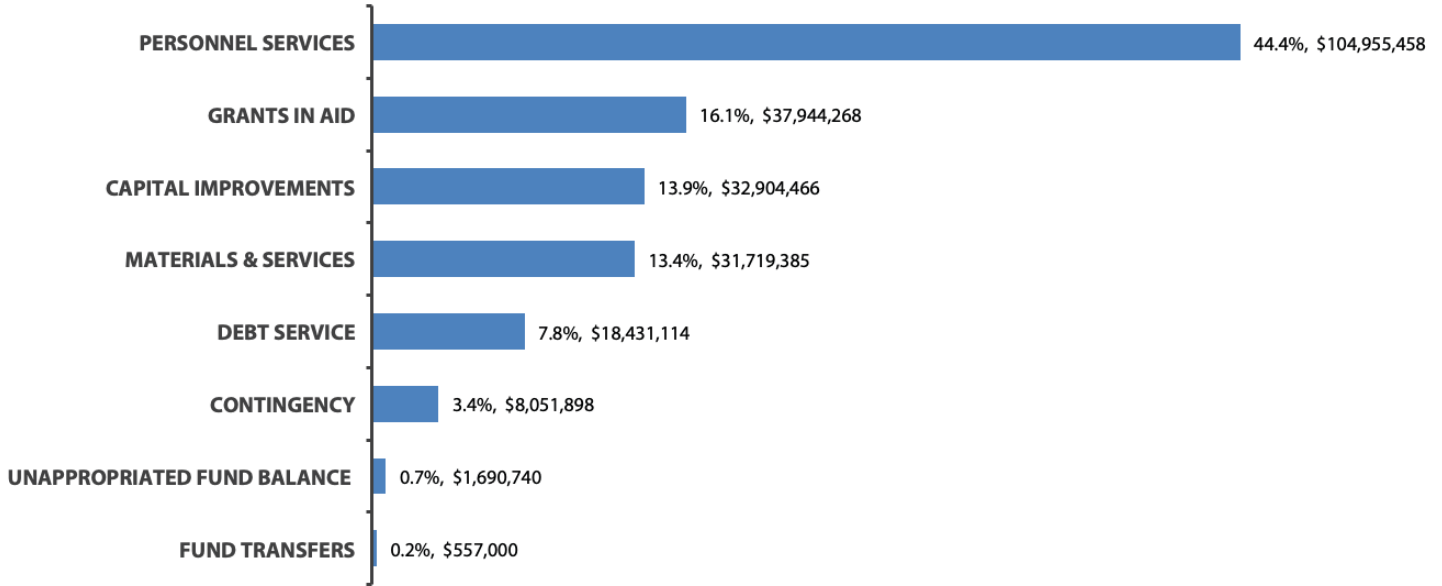
While instruction makes up the largest portion of the general fund, College Support Services is the largest portion of all funds due to the nature of grants and special projects in the Federal, State, and Special Projects Fund.



Budget by Object: Object is the accounting category to which an expenditure belongs or how the money is spent. Personnel services, including salary and benefits, is the largest spending category.

Actual		Object	Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 137,113,288	\$ 79,881,252	Personnel Services	\$ 91,459,457	\$ 104,955,458	13,496,001	14.8%
20,339,848	22,158,679	Materials & Services	27,605,149	31,719,385	4,114,236	14.9%
22,480,123	17,614,956	Grants In Aid	37,551,534	37,944,268	392,734	1.0%
11,567,813	12,989,367	Debt Service	19,258,659	18,431,114	(827,545)	-4.3%
1,921,677	9,285,095	Capital Improvements	23,130,788	32,904,466	9,773,678	42.3%
524,441	4,734,055	Fund Transfers	547,292	557,000	9,708	1.8%
-	-	Contingency	6,929,352	8,051,898	1,122,546	16.2%
37,329,887	35,238,254	Unappropriated Fund Balance	1,580,945	1,690,740	109,795	6.9%
\$ 231,277,077	\$ 181,901,658	Total	\$ 208,063,176	\$ 236,254,329	\$ 28,191,153	13.5%

Financial Overview



Summary of Interfund Transfers

The table below presents a summary of district-wide transfers to and from funds. Transfers are used to reflect non-exchange-like transactions and often move resources from a fund that collects revenue to another fund that expends them. An example includes revenue collected in the general fund and transferred to support the physical plant maintenance needs of the district.

General Fund (01)		Physical Plant Maint. (06)		Student Aid (10)		Federal & State Projects (16)		Aquatic Center (42)		Total	
In	Out	In	Out	In	Out	In	Out	In	Out	In	Out
-	497,000	408,000	-	-	60,000	60,000	-	89,000	-	557,000	557,000

Personnel Services

Personnel Services include wages and employer-paid benefits for employees.

	Actual		Budget		Difference	
	2021-22	2022-23	Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24	
					\$	%
Wages and Salaries						
General Fund - 01	\$ 36,684,307	\$ 37,020,085	\$ 41,774,475	\$ 46,857,626	\$ 5,083,151	12.2%
All Funds combined	50,883,344	52,653,142	59,872,584	69,680,443	9,807,859	16.4%
PERS						
General Fund - 01	3,489,810	2,463,822	2,759,126	1,923,551	(835,575)	-30.3%
All Funds combined	4,723,901	3,401,279	4,282,631	3,485,162	(797,469)	-18.6%
PERS Bond						
General Fund - 01	5,440,496	6,146,908	6,878,999	7,145,412	266,413	3.9%
All Funds combined	7,491,026	8,673,986	9,448,675	11,319,905	1,871,230	19.8%
Health Insurance (Including Dental and Vision)						
General Fund - 01	6,422,416	6,166,262	7,022,149	7,190,368	168,219	2.4%
All Funds combined	9,385,748	8,816,758	10,641,541	11,600,552	959,011	9.0%
Statutory benefits						
General Fund - 01	4,422,909	4,407,950	4,950,594	5,670,168	719,574	14.5%
All Funds combined	6,211,403	6,336,091	7,214,026	8,869,395	1,655,370	22.9%
Total Personnel Services						
General Fund - 01	\$ 56,459,938	\$ 56,205,027	\$ 63,385,343	\$ 68,787,125	\$ 5,401,782	8.5%
All Funds combined	\$ 78,695,422	\$ 79,881,256	\$ 91,459,457	\$ 104,955,458	\$ 13,496,001	14.8%

This schedule provides salary information required by ORS 294.352(5).

Position Summary Schedule

The chart below displays the number of full-time equivalent (FTE) positions for each fund and by each functional category. Position changes between years are minor, and increases reflect a return to pre-pandemic staffing levels.

Actual			Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 FTE	%
General Fund (01)						
191.37	182.05	Instruction	301.66	305.83	4.17	1.4%
95.87	87.41	Instructional Support	90.88	93.63	2.75	3.0%
67.61	66.00	Student Services	71.36	75.94	4.58	6.4%
1.00	1.00	Community Services	1.00	1.00	-	-
80.63	83.87	College Support Services	85.87	86.07	0.20	0.2%
39.34	34.51	Facilities Management	33.65	34.25	0.60	1.8%
475.82	454.84		584.42	596.72	12.30	2.1%
Student Aid & Scholarship Fund (10)						
7.48	10.74	Financial Aid	26.57	26.57	-	-
7.48	10.74		26.57	26.57	-	-
Federal, State, & Special Projects Fund (16)						
42.52	50.04	Instruction	12.00	13.00	1.00	8.3%
25.09	28.32	Student Services	12.20	13.50	1.30	10.7%
340.20	356.05	Community Services	355.00	388.00	33.00	9.3%
24.15	14.46	College Support Services	5.00	5.50	0.50	10.0%
431.96	448.87		384.20	420.00	35.80	9.3%
Boostore Fund (40)						
1.53	0.00	Student Services	0.00	0.00	-	-
1.53	0.00		0.00	0.00	-	-
Aquatic Center Fund (42)						
1.00	10.08	Student Services	15.92	18.00	2.08	13.1%
1.00	10.08		15.92	18.00	2.08	13.1%
Trusts Funds (51)						
0.21	0.12	Student Services	1.82	1.82	-	0.0%
0.21	0.12		1.82	1.82	-	0.0%
Associated Student Government Fund (52)						
6.22	6.32	Student Services	6.10	7.14	1.04	17.0%
6.22	6.32		6.10	7.14	1.04	17.0%
924.22	930.97		1,019.03	1,070.25	51.22	5.0%

Debt Management

Mt. Hood Community College has an Aa2 rating on its general obligation debt (of which it has none outstanding) and an Aa3 rating on its outstanding debt, which indicates high quality and very low credit risk.

Description of Debt

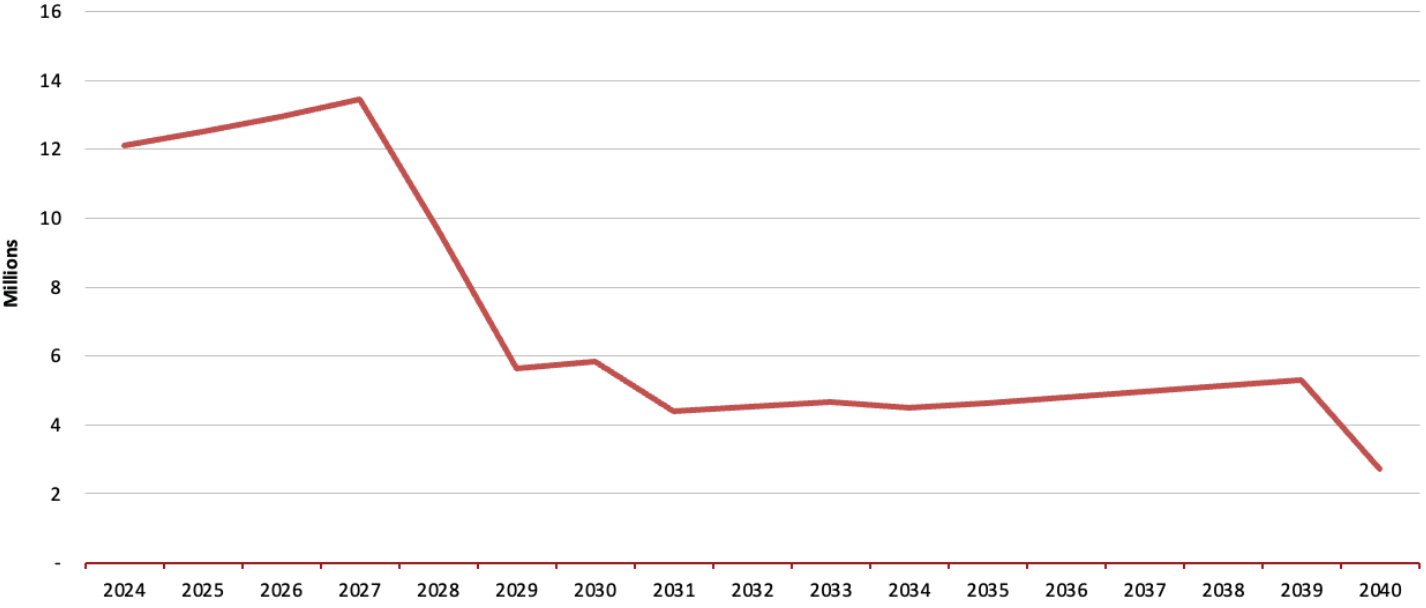
The district has issued full faith and credit obligations to provide for acquiring, constructing, and improving District facilities. The full faith and credit obligations are direct obligations backed by the full faith and credit of the district. This type of backing means that debt service payments are made from the general fund, reducing the revenue available to spend on operations. Interest rates range from 2.00 to 5.75% per the terms stated at issuance.

On April 23, 2003, the district participated with six community college districts in a pooled issuance of limited tax pension obligation bonds to finance the district's estimated Oregon Public Employees Retirement System (PERS) unfunded actuarial liability. The college issued \$50,597 million in debt as part of a pooled issuance of \$153,582 million. The \$50,597 million of debt includes \$24,132 million Series 2003A deferred interest bonds and \$26,465 million Series 2003B current interest bonds. Interest on the deferred interest bonds is accredited semiannually at yields ranging from 1.40% to 6.25%. Interest on the 2003 issuance of coupon bonds is payable semiannually at rates ranging from 5.60% to 5.68%. On August 31, 2021, the district participated with five community college districts in the second pooled issuance of taxable pension obligation bonds to finance the district's estimated Oregon Public Employees Retirement System (PERS) unfunded actuarial liability. The district issued \$58,895, and the total amount issued for all participating districts was \$213,950. Interest on the 2021 coupon bonds is payable semiannually at rates ranging from 0.199% to 2.573%. Except for the payment of its pension bond payments and additional charges when due, each community college district has no obligation or liability to any other participating district's pension bonds or Oregon PERS.

Bond proceeds from both sales were paid to the Oregon Public Employees Retirement System. An intercept agreement with the State of Oregon was required as a condition of issuance; therefore, a portion of the Community College Support Fund support is withheld on August 15, October 15, and January 15 to repay debt. Funds are accumulated and invested by a trust officer, and the annual principal payments are made each June 30, and interest payments are made each June 30 and December 30, beginning December 2003 and ending June 2040. The district recorded the amount deposited with PERS as a prepayment of its unfunded actuarial liability and accounts for the payment of principal and interest as pension expense annually. The prepayment is amortized over the life of the bonds based on the straight-line method. The district anticipates the total cost of financing the district's unfunded actuarial liability in this manner will result in significant savings to the district when compared to paying for such costs as additional contribution rates to PERS. Pension bond debt service payments are budgeted in the Pension Bond Fund (03) and funded through an internal assessment of all other fund's wages.

Schedule of Debt Service Requirements:

Year end 6/30	All Debt Requirements			Payable from:				Pension Bond Fund			
				General Fund				Limited Tax Pension Bonds Series 2003		Limited Tax Pension Bonds Series 2021	
	Annual total	Principal	Interest	Full Faith and Credit Obligations				Principal due 12/30	Interest due 12/30 and 6/30	Principal due 12/30	Interest due 12/30 and 6/30
				Series 2013		Series 2016					
			Principal due 6/1	Interest due 12/1 and 6/1	Principal due 6/1	Interest due 12/1 and 6/1					
2024	12,114,678	8,720,000	3,394,678	205,000	114,500	1,630,000	567,425	4,890,000	1,493,690	1,995,000	1,219,063
2025	12,501,573	9,485,000	3,016,573	215,000	106,300	1,680,000	485,925	5,475,000	1,216,916	2,115,000	1,207,432
2026	12,964,823	10,370,000	2,594,823	225,000	97,700	1,795,000	401,925	6,105,000	906,484	2,245,000	1,188,714
2027	13,458,554	11,325,000	2,133,554	235,000	88,700	1,915,000	322,125	6,785,000	559,720	2,390,000	1,163,009
2028	9,665,701	8,050,000	1,615,701	245,000	79,300	2,050,000	226,375	3,210,000	179,760	2,545,000	1,130,266
2029	5,649,957	4,365,000	1,284,957	250,000	69,500	1,410,000	123,875	-	-	2,705,000	1,091,582
2030	5,826,702	4,670,000	1,156,702	265,000	57,000	1,525,000	53,375	-	-	2,880,000	1,046,327
2031	4,383,439	3,345,000	1,038,439	280,000	43,750	-	-	-	-	3,065,000	994,689
2032	4,516,725	3,550,000	966,725	290,000	29,750	-	-	-	-	3,260,000	936,975
2033	4,659,645	3,775,000	884,645	305,000	15,250	-	-	-	-	3,470,000	869,395
2034	4,487,257	3,695,000	792,257	-	-	-	-	-	-	3,695,000	792,257
2035	4,639,575	3,935,000	704,575	-	-	-	-	-	-	3,935,000	704,575
2036	4,802,262	4,195,000	607,262	-	-	-	-	-	-	4,195,000	607,262
2037	4,964,325	4,465,000	499,325	-	-	-	-	-	-	4,465,000	499,325
2038	5,132,831	4,765,000	367,831	-	-	-	-	-	-	4,765,000	367,831
2039	5,307,501	5,080,000	227,501	-	-	-	-	-	-	5,080,000	227,501
2040	2,722,895	2,645,000	77,895	-	-	-	-	-	-	2,645,000	77,895
	\$ 117,798,443	\$ 96,435,000	\$ 21,363,443	\$ 2,515,000	\$ 701,750	\$ 12,005,000	\$ 2,181,025	\$ 26,465,000	\$ 4,356,570	\$ 55,450,000	\$ 14,124,098



General Bonded Debt and Legal Debt Margin: Mt. Hood Community College has no general obligation bond debt. The legal debt limitation in Oregon statute (ORS 341.675) is 1.5% of the real market value of a property. The limit applies to the bonded indebtedness, the outstanding principal amount of voter-approved general obligation bonds. The college may levy property taxes in the amount necessary to pay debt service on these bonds.

Ratio of General Bonded Debt and Legal Debt Margin
(unaudited)
Last Five Fiscal Years Ended June 30
(In \$thousands)

	2019	2020	2021	2022	2023
General Bonded Outstanding Debt:					
General obligation bonds (1)	\$ -	\$ -	\$ -	\$ -	\$ -
Amounts set aside to repay debt	-	-	-	-	-
Total net general bonded debt	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Debt Margin:					
Debt limit under ORS 308.207	\$ 710,170	\$ 737,021	\$ 770,383	\$ 830,804	\$ 931,876
Less net debt applicable to legal limit	-	-	-	-	-
Legal debt margin	\$ 710,170	\$ 737,021	\$ 770,383	\$ 830,804	\$ 931,876
Real market property value	\$ 47,344,662	\$ 49,134,711	\$ 51,358,893	\$ 55,386,938	\$ 62,125,050
General obligation bond debt to RMV	0.00%	0.00%	0.00%	0.00%	0.00%
Population (estimate)	333	338	328	328	329
Debt per capita	\$ -	\$ -	\$ -	\$ -	\$ -
Legal debt margin as a percentage of the debt limit	100.00%	100.00%	100.00%	100.00%	100.00%
Legal Debt Margin Calculation for FY2023					
Real market property value	\$ 62,125,050				
Applicable debt limit percentage	1.50%				
Legal debt limit	\$ 931,876				



MT. HOOD
COMMUNITY COLLEGE

General Fund Summary

General Fund

General Fund resources constitute those funds available as a resource to satisfy the College’s obligations within the General Fund for the academic and fiscal year. This category includes projected current-year revenues and the unrestricted General Fund beginning balance. Both can be used to satisfy current-year obligations. The College General Fund budget has been developed per a fiscal strategy that considers future state support, projected enrollment, and required college expenditures. This fiscal strategy ensures flexibility for the College to adjust to changing circumstances throughout the fiscal year yet strives to provide maximum stability to academic programs, instructional climate, and student support. Achieving this requires continued adjustments and reallocations of the college budget while adjusting for fixed cost increases and unplanned events. All fiscal premises are based on the District’s mission of providing quality education and student support delivery systems.

General Fund Summary

By Service Area

Area	Personnel Services	Materials & Services	Capital	Transfers	Contingency & Fund Balance	Total	% of Total
Instruction & Instr. Support	\$ 40,239,931	\$ 1,945,958	\$ 110,000	\$ -	\$ -	\$ 42,295,889	45.5%
Administrative Services	14,381,419	6,210,867	65,796	-	-	20,658,082	22.2%
Student Development	9,128,862	506,910	-	-	-	9,635,772	10.4%
President & Governing Board	2,323,747	547,709	-	-	-	2,871,456	3.1%
Advancement & Dist. Comm.	2,084,785	1,684,158	-	-	-	3,768,943	4.1%
Institutional Items (1)	628,381	3,981,456	200,000	497,000	8,427,327	13,734,164	14.8%
	\$ 68,787,125	\$ 14,877,058	\$ 375,796	\$ 497,000	\$ 8,427,327	\$ 92,964,306	100%

(1) Institutional items include: debt service, grants in aid, elections, Title IV match, contract requirements, contingency and fund balance

Resources

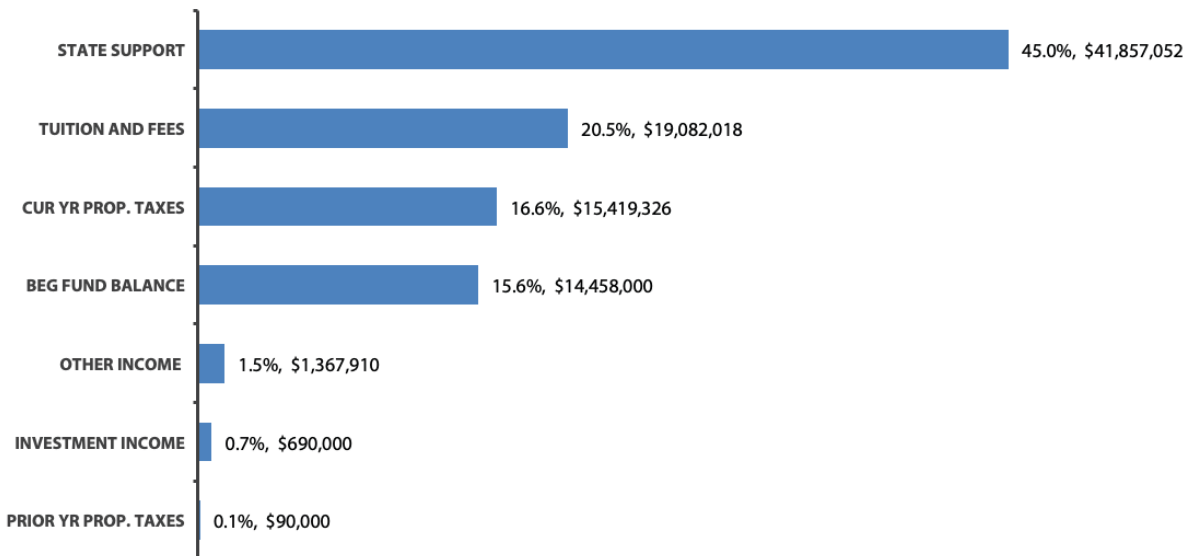
General Fund resources constitute those funds available as a resource to satisfy the College’s obligations within the General Fund for 2024-25. This amount includes projected current-year revenues and unrestricted General Fund beginning balance, as those funds can also be used to satisfy current-year obligations.

Resources for 2024-25 include the following assumptions:

- \$1.2 million increase in state support which represents additional funds for Student Support and Student Success funds
- \$70,000 in one-time strategic funds for new BAS program
- 5% increase in enrollment based on strategic enrollment initiatives
- 1.6% increase in tuition per credit hour

General Fund Resources by Object

Actual		Resources:	Budget		Difference	
2021-22	2022-23		Adopted 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 35,103,029	\$ 35,176,623	State Support	\$ 38,874,073	\$ 41,857,052	\$ 2,982,979	7.7%
14,251,684	14,825,094	Cur Yr Prop. Taxes	14,963,355	15,419,326	455,971	3.0%
184,616	162,358	Prior Yr Prop. Taxes	90,000	90,000	-	-
16,448,771	16,484,589	Tuition and Fees	18,015,337	19,082,018	1,066,681	5.9%
6,066,470	-	Federal Grants	-	-	-	-
289,870	1,328,619	Investment Income	440,000	690,000	250,000	56.8%
16,887	-	Transfers In	-	-	-	-
1,945,084	3,004,071	Other Income	1,314,348	1,367,910	53,562	4.1%
74,306,411	70,981,354	Total Resources	73,697,113	78,506,306	4,809,193	6.5%
15,402,319	20,304,581	Beginning Fund Balance	12,230,494	14,458,000	2,227,506	18.2%
\$ 89,708,730	\$ 91,285,935	Total Resources and Beginning Fund Balance	\$ 85,927,607	\$ 92,964,306	\$ 7,036,699	8.2%



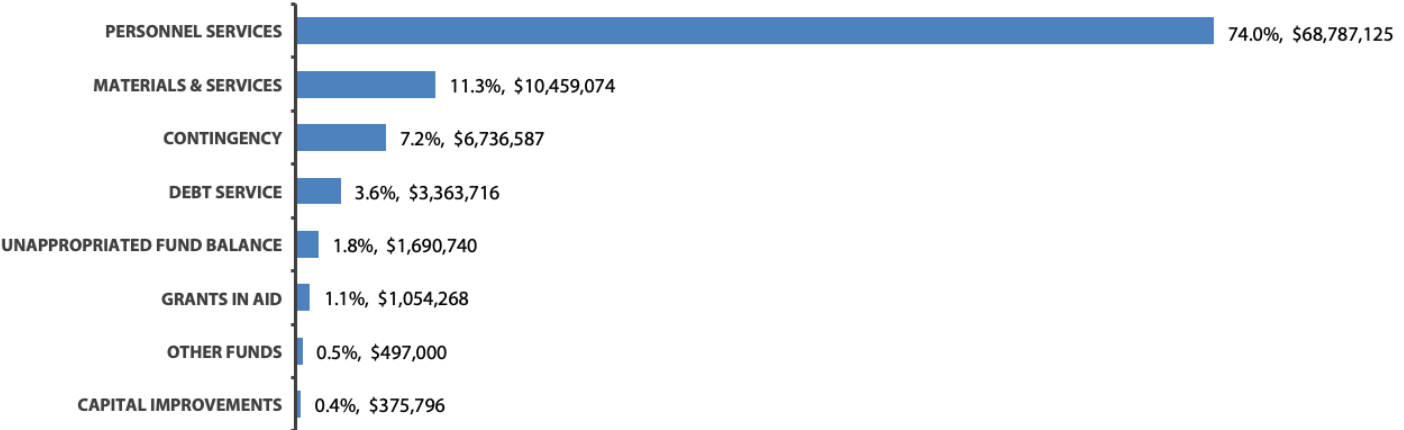
Requirements by Object

Mt. Hood Community College expends funds for specific items, such as salaries, benefits, supplies, services, and other requirements. Object classification identifies the specific items purchased. Personnel services include salaries, benefits, and other related expenses. Materials and services are those consumables used during the year, either in direct, indirect, or general support of instruction at the college. Capital Improvements include enhancements or improvements to buildings or equipment and related expenditures. Transfers to Other Funds include contributions for programs outside the General Fund, such as Aquatics Center and Facilities capital projects.

General Fund Requirements by Object

\$92,964,306

Actual		Requirements:	Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 56,459,939	\$ 56,205,027	Personnel Services	\$ 63,385,343	\$ 68,787,125	\$ 5,401,782	8.5%
8,283,890	8,366,779	Materials & Services	10,718,985	10,459,074	(259,911)	-2.4%
2,571,574	2,969,451	Debt Service	2,660,906	3,363,716	702,810	26.4%
558,144	2,255,231	Capital Improvements	318,750	375,796	57,046	17.9%
487,292	4,087,292	Transfer to Other Funds	487,292	497,000	9,708	2.0%
797,915	816,169	Grants in Aid	1,101,534	1,054,268	(47,266)	-4.3%
69,158,754	74,699,949	Total Requirements	78,672,810	84,536,979	5,864,169	7.45%
-	-	Contingency	5,673,852	6,736,587	1,062,735	18.7%
20,549,976	16,585,986	Unappropriated Fund Balance	1,580,945	1,690,740	109,795	6.9%
		Total Requirments and Ending Fund Balance	\$ 85,927,607	\$ 92,964,306	\$ 7,036,699	8.2%



General Fund Summary

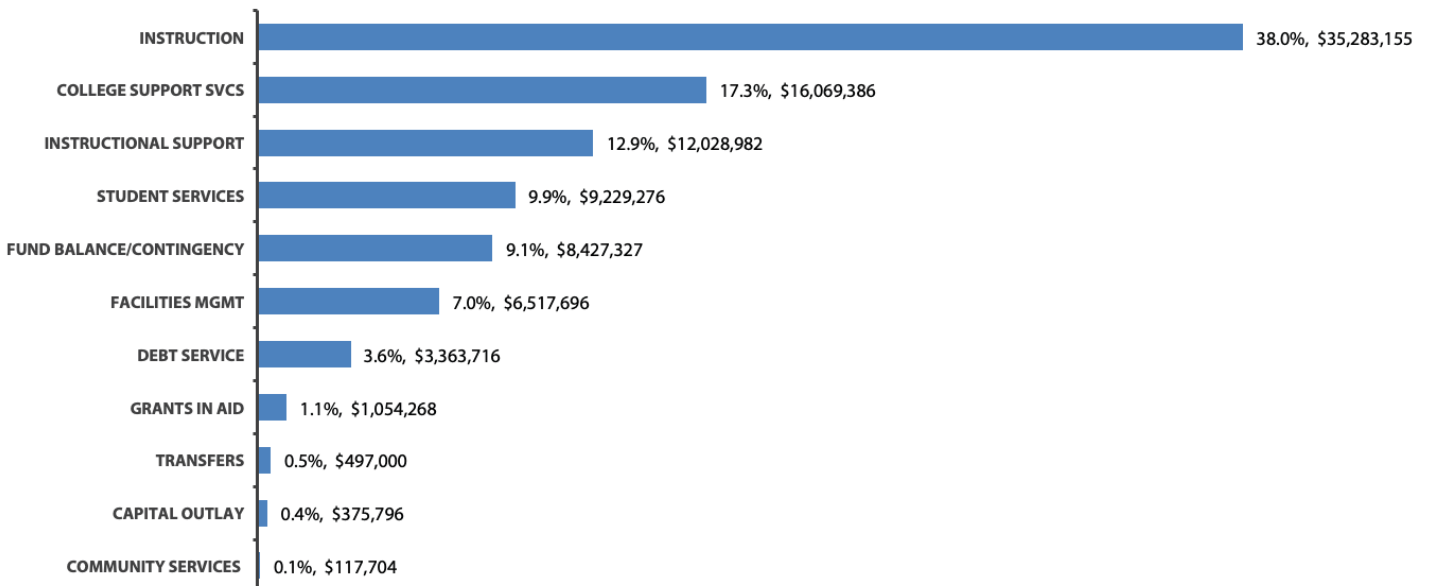
Requirements by Function

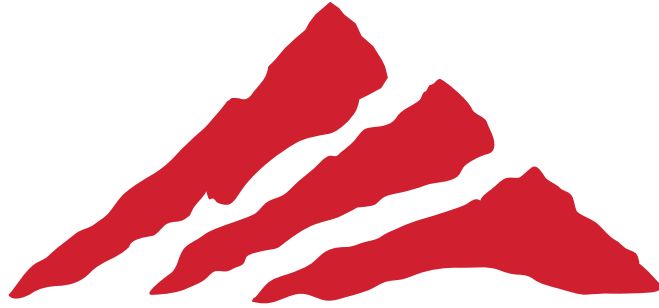
Mt. Hood Community College expends funds for specific functions related to the College's mission, goals, and objectives. Those expenditures are classified based on operational function. The specific operational functions are listed here for Mt. Hood Community College and explained in the glossary of this budget document. It is important to understand each operational function and what expenditures within each classification are intended to accomplish for the college. These functional classifications remain constant, regardless of the fund from which the expenditure occurred.

General Fund Requirements by Function

\$92,964,306

Actual		Requirements:	Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 30,208,990	\$ 29,256,776	Instruction	\$ 32,551,545	\$ 35,283,155	\$ 2,731,610	8.4%
9,345,604	9,758,842	Instructional Support	11,341,898	12,028,982	687,084	6.1%
6,866,437	7,293,312	Student Services	8,410,196	9,229,276	819,080	9.7%
109,261	102,857	Community Services	114,800	117,704	2,904	2.5%
13,039,876	12,898,529	College Support Svcs	15,594,873	16,069,386	474,513	3.0%
5,173,661	5,261,490	Facilities Mgmt	6,091,016	6,517,696	426,680	7.0%
2,571,574	2,969,451	Debt Service	2,660,906	3,363,716	702,810	26.4%
558,144	2,255,231	Capital Outlay	318,750	375,796	57,046	17.9%
797,915	816,169	Grants in Aid	1,101,534	1,054,268	(47,266)	-4.3%
487,292	4,087,292	Transfers	487,292	497,000	9,708	2.0%
69,158,754	74,699,949	Total Requirements	78,672,810	84,536,979	5,864,169	7.45%
20,549,976	16,585,986	Fund Balance/Contingency	7,254,797	8,427,327	1,172,530	16.2%
\$ 89,708,730	\$ 91,285,935	Total Requirements and Ending Fund Balance	\$ 85,927,607	\$ 92,964,306	\$ 7,036,699	8.2%





MT. HOOD

COMMUNITY COLLEGE

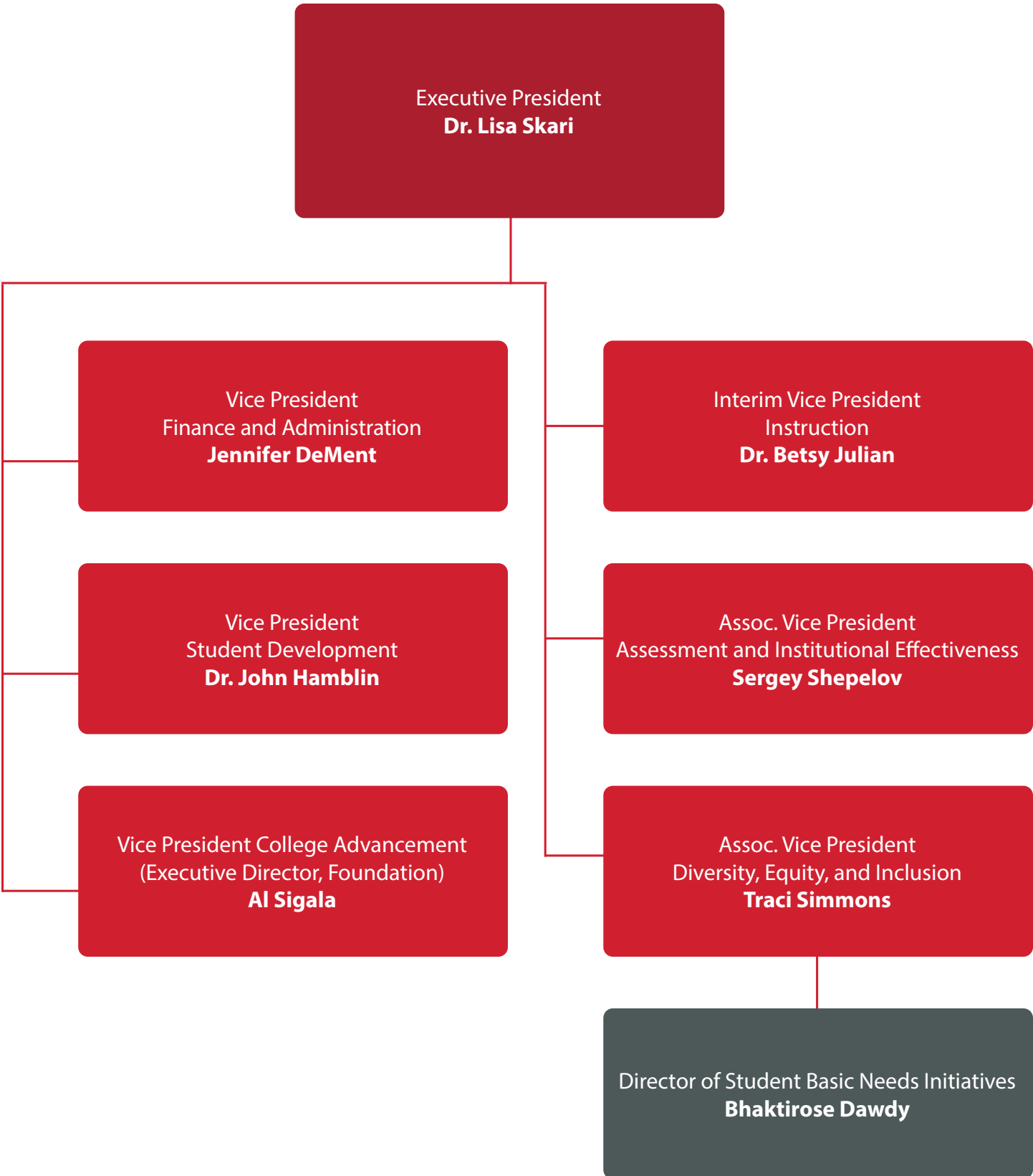
This page intentionally left blank.



MT. HOOD
COMMUNITY COLLEGE

General Fund Service Areas

President's Office Organizational Structure



President and Governing Board

The Mt. Hood Community College District Board of Education consists of seven College District citizens, each elected for a four-year term. Board members serve without pay. In July 2018, the Board hired Dr. Lisa Skari to serve as the college’s president.

VISION:

Provide institution-wide governance and leadership to move the college towards mission fulfillment through values of accessibility, equity, innovation, learning, quality, and support, ensuring that our values are reflected in all that we do.

General Fund by Service Area

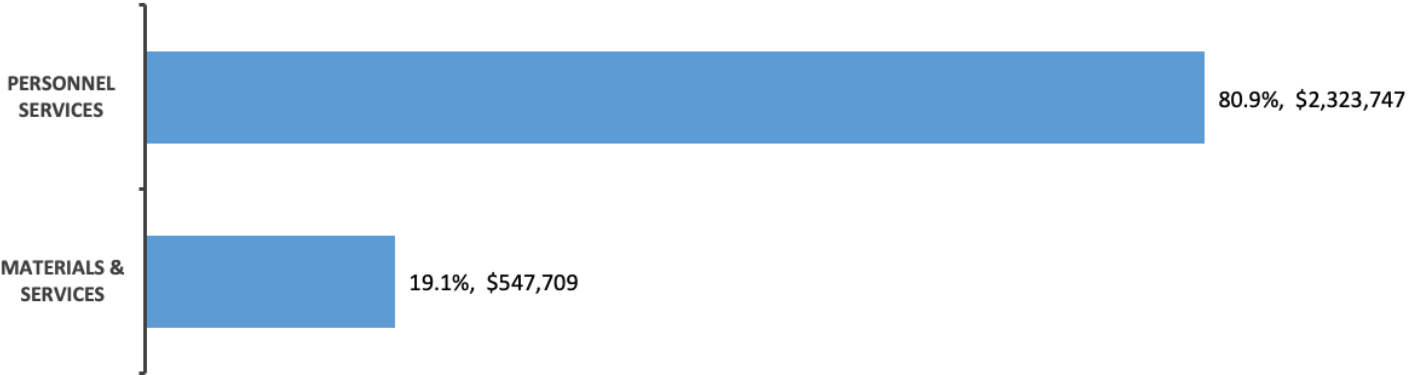
Area	Personnel Services	Materials & Services	Capital	Transfers	Contingency & Fund Balance	Total	% of Total
Instruction & Instr. Support	\$ 40,239,931	\$ 1,945,958	\$ 110,000	\$ -	\$ -	\$ 42,295,889	45.5%
Administrative Services	14,381,419	6,210,867	65,796	-	-	20,658,082	22.2%
Student Development	9,128,862	506,910	-	-	-	9,635,772	10.4%
President & Governing Board	2,323,747	547,709	-	-	-	2,871,456	3.1%
Advancement & Dist. Comm.	2,084,785	1,684,158	-	-	-	3,768,943	4.1%
Institutional Items (1)	628,381	3,981,456	200,000	497,000	8,427,327	13,734,164	14.8%
	\$ 68,787,125	\$ 14,877,058	\$ 375,796	\$ 497,000	\$ 8,427,327	\$ 92,964,306	100%

(1) Institutional items include: debt service, grants in aid, elections, Title IV match, contract requirements, contingency and fund balance

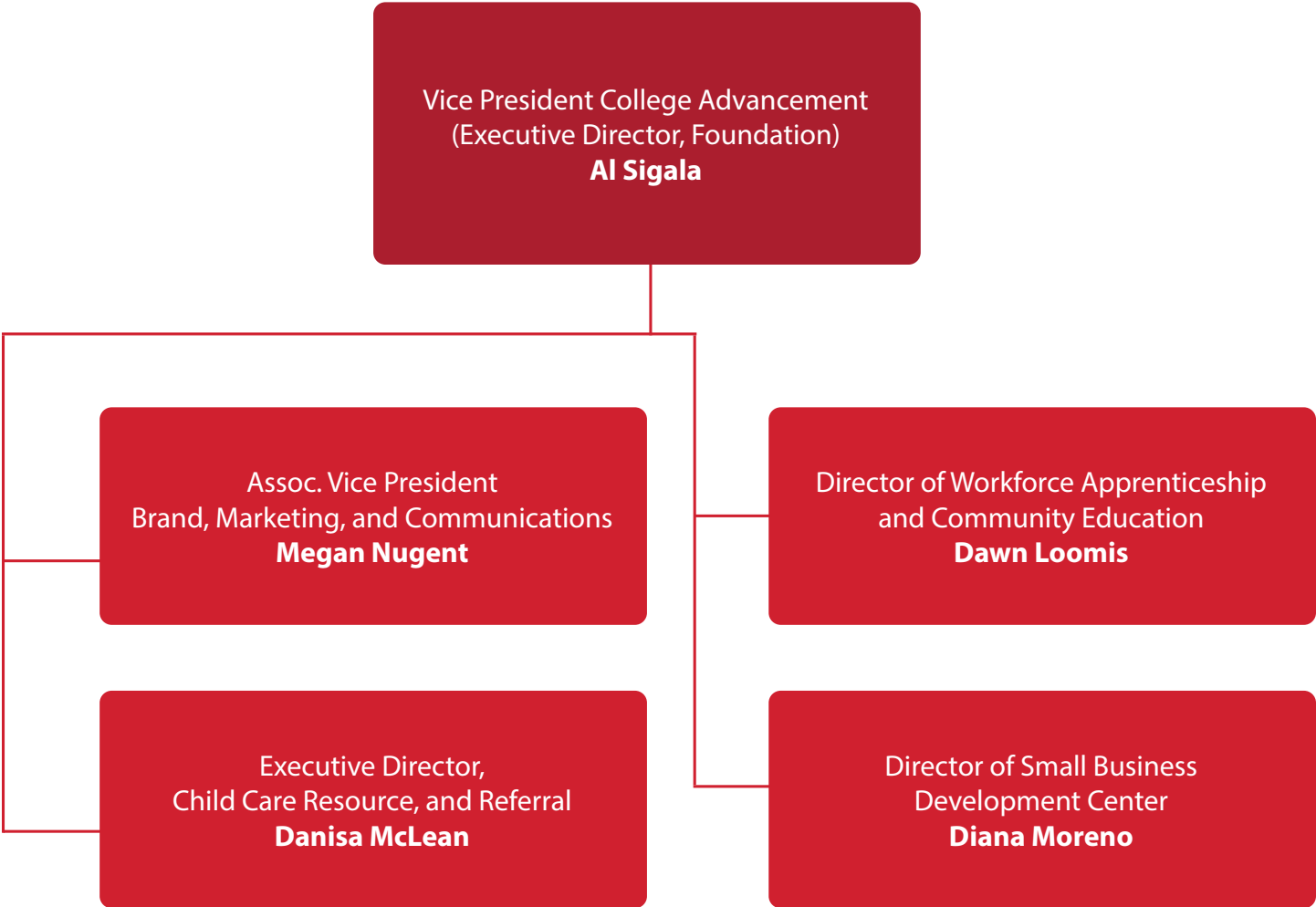
President and Governing Board

\$2,871,456

Actual		Function	Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	Proposed FY25 - FY24 %
\$ 845,208	\$ 811,022	Research & Planning	\$ 1,093,001	\$ 1,124,232	\$ 31,231	2.9%
78,372	155,667	Student Basic Needs	339,435	421,227	81,792	24.1%
315,806	333,605	Governing Board	373,094	400,769	27,675	7.4%
442,779	463,812	President's Office	561,722	588,596	26,874	4.8%
196,909	221,186	Access & Diversity	372,355	336,632	(35,723)	-9.6%
\$ 1,879,073	\$ 1,985,293		\$ 2,739,607	\$ 2,871,456	\$ 131,849	4.8%



Advancement and District Communications Organizational Structure



Advancement and District Communications

The MHCC District Communications office is the communications conduit between the college and its internal and external constituencies, using all available mediums. Development for MHCC aims to direct efforts in acquiring outside financial resources for the college and to support the fundraising initiatives set forth by the MHCC Foundation.

VISION:

The Office of College Advancement will provide increased funding to the college for scholarships, classroom equipment, and general operation needs. District Communications will focus on timeliness, accuracy, and creativity and stay at the forefront of communications techniques, trends, and platforms to proactively share the college's story by engaging any audience, anywhere, at any time.

General Fund by Service Area

Area	Personnel Services	Materials & Services	Capital	Transfers	Contingency & Fund Balance	Total	% of Total
Instruction & Instr. Support	\$ 40,239,931	\$ 1,945,958	\$ 110,000	\$ -	\$ -	\$ 42,295,889	45.5%
Administrative Services	14,381,419	6,210,867	65,796	-	-	20,658,082	22.2%
Student Development	9,128,862	506,910	-	-	-	9,635,772	10.4%
President & Governing Board	2,323,747	547,709	-	-	-	2,871,456	3.1%
Advancement & Dist. Comm.	2,084,785	1,684,158	-	-	-	3,768,943	4.1%
Institutional Items (1)	628,381	3,981,456	200,000	497,000	8,427,327	13,734,164	14.8%
	\$ 68,787,125	\$ 14,877,058	\$ 375,796	\$ 497,000	\$ 8,427,327	\$ 92,964,306	100%

(1) Institutional items include: debt service, grants in aid, elections, Title IV match, contract requirements, contingency and fund balance

General Fund Service Areas

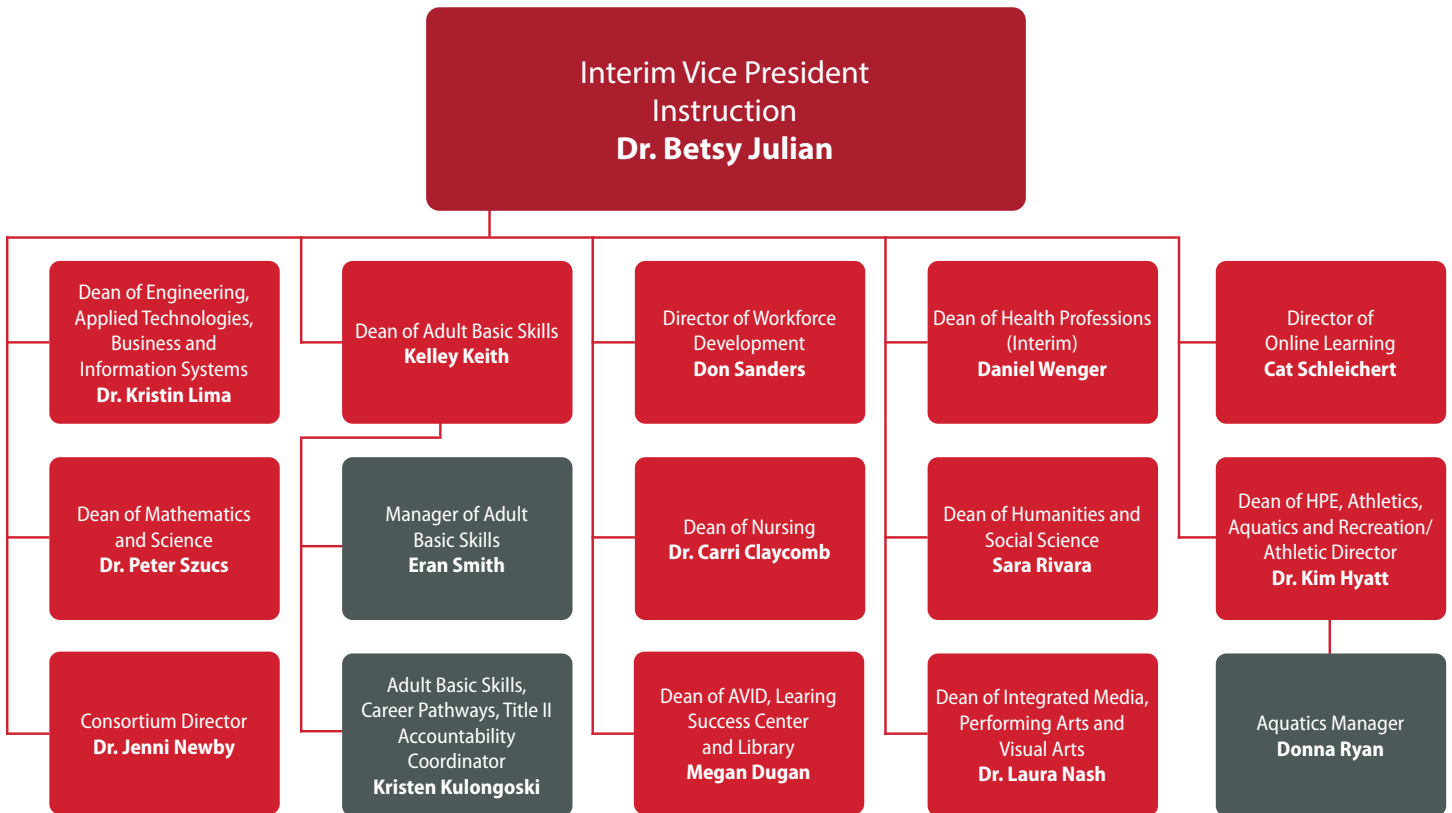
Advancement and District Communications

\$3,768,943

Actual		Function	Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 24,033	\$ 42,655	Community Education	\$ 33,328	\$ 26,675	\$ (6,653)	-20.0%
306,761	269,298	Bus/Ind Workforce Trng	235,331	238,380	3,049	1.3%
160,631	180,463	Small Business Dev Ctr	188,809	203,156	14,347	7.6%
23,879	19,101	Brick Masons	30,131	30,131	-	-
289,504	325,092	Carpenters	363,650	363,650	-	-
19,250	17,336	Cement Masons	22,858	28,000	5,142	22.5%
56,441	68,320	Central Electrical	62,340	62,340	-	-
16,451	20,172	Crater Lake Electrical	20,780	20,780	-	-
27,163	41,645	Glass Workers	14,500	14,500	-	-
20,559	17,586	Heat & Frost	22,860	28,000	5,140	22.5%
194,284	206,084	IBEW Portland	259,750	259,750	-	-
32,109	31,455	Iron Workers	23,897	23,897	-	-
7,264	6,239	Pacific Inside Electric	10,910	10,910	-	-
2,772	4,640	Plasterers	3,800	3,800	-	-
-	-	Plumbers/Steamfitters	250,000	-	(250,000)	-100.0%
27,718	25,771	Roofers/Waterproofers	54,548	54,548	-	-
124,740	137,840	Sheet Metal Portland	148,265	148,265	-	-
-	1,600	Tri Met Mechanics	5,195	5,195	-	-
2,998	2,960	Floor Coverers	5,195	5,195	-	-
24,754	29,680	Craft Laborers	30,131	30,131	-	-
14,322	14,160	Painters	23,897	23,897	-	-
10,164	14,560	Drywall	20,780	20,780	-	-
-	-	Sprinkler Fitters	15,000	-	(15,000)	-100.0%
17,730	18,350	Community Skills Center	35,835	35,988	153	0.4%
47,818	46,308	APPR Office Operations	169,818	174,182	4,364	2.6%
423,402	437,008	Workforce Off Operations	460,868	479,004	18,136	3.9%
111	-	CTE Operations	-	-	-	-
316,599	329,296	Resource Development	360,403	376,916	16,513	4.6%
676,224.35	765,787	Brand Marketing & Commun	1,084,312	1,100,873	16,561	1.5%
\$ 2,867,681	\$ 3,073,405		\$ 3,957,191	\$ 3,768,943	\$ (188,248)	-4.8%



Vice President of Instruction Organization Structure



Instruction and Instructional Support

Instruction is the core purpose of the college. Instructional Services directly supports Instruction.

VISION:

MHCC is the choice for life-long education to meet the continuum of student goals. Instructional Services supports learner success by increasing access to educational opportunities and facilitating innovative instructional partnerships.

General Fund by Service Area

Area	Personnel Services	Materials & Services	Capital	Transfers	Contingency & Fund Balance	Total	% of Total
Instruction & Instr. Support	\$ 40,239,931	\$ 1,945,958	\$ 110,000	\$ -	\$ -	\$ 42,295,889	45.5%
Administrative Services	14,381,419	6,210,867	65,796	-	-	20,658,082	22.2%
Student Development	9,128,862	506,910	-	-	-	9,635,772	10.4%
President & Governing Board	2,323,747	547,709	-	-	-	2,871,456	3.1%
Advancement & Dist. Comm.	2,084,785	1,684,158	-	-	-	3,768,943	4.1%
Institutional Items (1)	628,381	3,981,456	200,000	497,000	8,427,327	13,734,164	14.8%
	\$ 68,787,125	\$ 14,877,058	\$ 375,796	\$ 497,000	\$ 8,427,327	\$ 92,964,306	100%

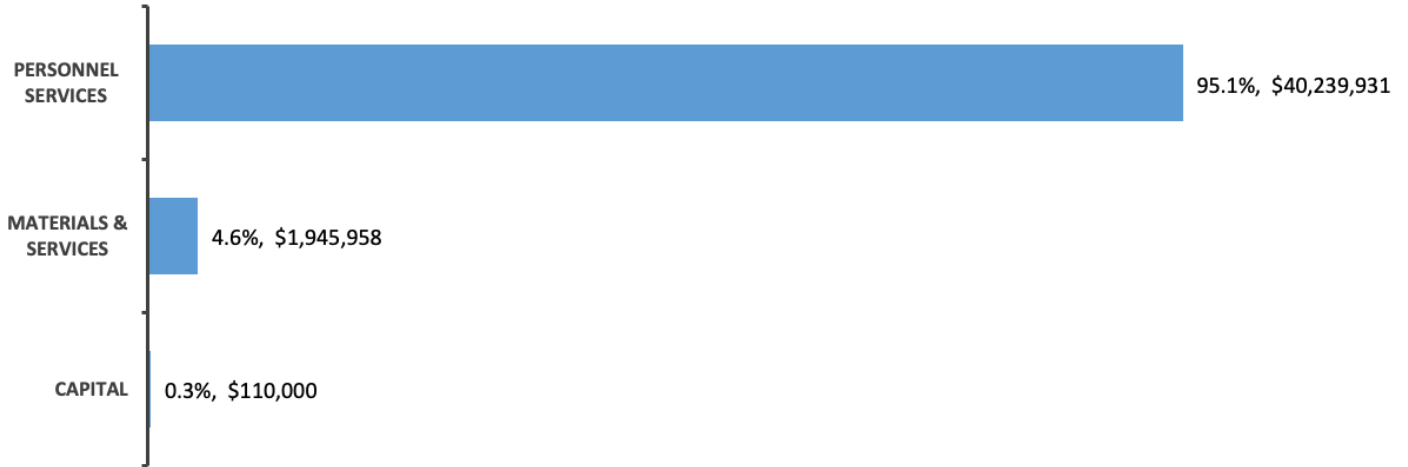
(1) Institutional items include: debt service, grants in aid, elections, Title IV match, contract requirements, contingency and fund balance

Instruction and Instructional Support

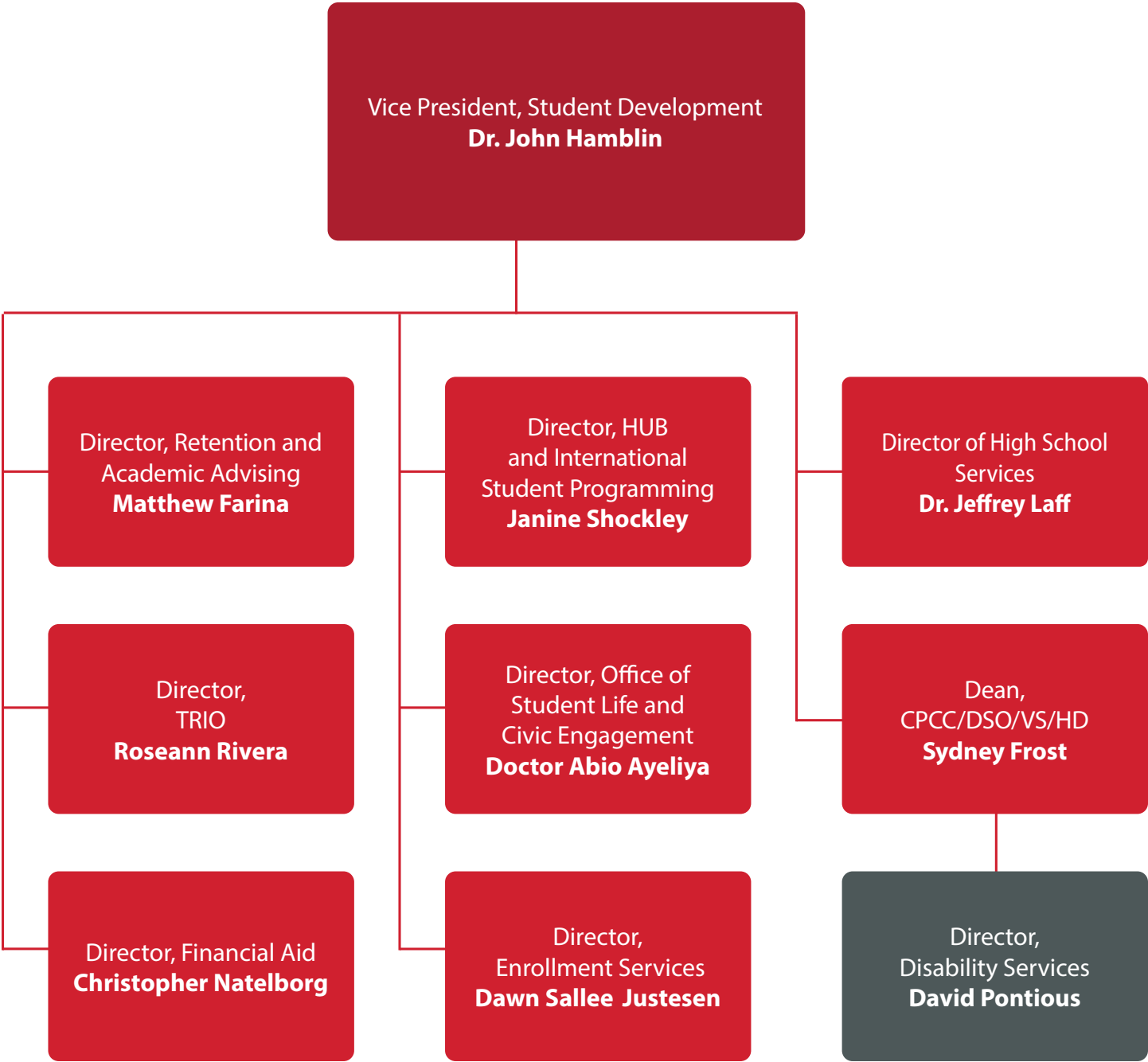
\$42,295,889

Actual		Function	Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 1,544,271	\$ 1,646,180	Office of Instruction & Centralized Instruction	\$ 8,123,161	\$ 9,686,271	\$ 1,563,110	19.2%
3,027,280	2,942,472	Health Professions	2,638,997	2,834,629	195,632	7.4%
2,421,701	2,231,999	Nursing	2,149,066	2,282,471	133,405	6.2%
5,725,361	5,190,648	Engineering, Applied Tech., Business & Information Systems	4,795,132	5,508,319	713,187	14.9%
6,428,305	6,163,155	Mathematics & Science	5,935,781	6,174,005	238,224	4.0%
2,963,808	3,297,326	Adult Basic Skills	2,544,638	2,496,530	(48,108)	-1.9%
6,146,007	5,606,487	Humanities & Social Science	4,788,381	5,252,888	464,507	9.7%
2,957,002	3,135,821	Integrated Media, Performing Arts & Visual Arts	2,801,583	3,064,602	263,019	9.4%
1,349,308	1,478,953	HPE, Recreation & Athletics	1,284,425	1,299,400	14,975	1.2%
2,498,354	2,685,158	AVID, Learning Success Center & Library	2,720,130	2,765,065	44,935	1.7%
646,215	709,938	Online Learning	916,040	930,409	14,369	1.6%
69,788	66,835	Human Development	13,963	1,300	(12,663)	-90.7%
\$ 35,777,399	\$ 35,154,972		\$ 38,711,296	\$ 42,295,889	\$ 3,584,593	9.3%

(1) Part-time instruction, extra teach and summer teach are budgeted centrally and are reflected under Centralized Instruction.



Student Development Organizational Structure



Student Development

Student Development and Success provides a student centric approach to ensure every student is given the best opportunity and supports to be successful here at MHCC and reach their career, personal, and academic goals.

VISION:

MHCC Student Development works to reduce barriers to provide the best possible start for students, working to enhance student satisfaction- developing methods to collect, interpret, and evaluate student satisfaction and impact of improvements. We tirelessly seek opportunities to improving student access, retention, and success.

General Fund by Service Area

Area	Personnel Services	Materials & Services	Capital	Transfers	Contingency & Fund Balance	Total	% of Total
Instruction & Instr. Support	\$ 40,239,931	\$ 1,945,958	\$ 110,000	\$ -	\$ -	\$ 42,295,889	45.5%
Administrative Services	14,381,419	6,210,867	65,796	-	-	20,658,082	22.2%
Student Development	9,128,862	506,910	-	-	-	9,635,772	10.4%
President & Governing Board	2,323,747	547,709	-	-	-	2,871,456	3.1%
Advancement & Dist. Comm.	2,084,785	1,684,158	-	-	-	3,768,943	4.1%
Institutional Items (1)	628,381	3,981,456	200,000	497,000	8,427,327	13,734,164	14.8%
	\$ 68,787,125	\$ 14,877,058	\$ 375,796	\$ 497,000	\$ 8,427,327	\$ 92,964,306	100%

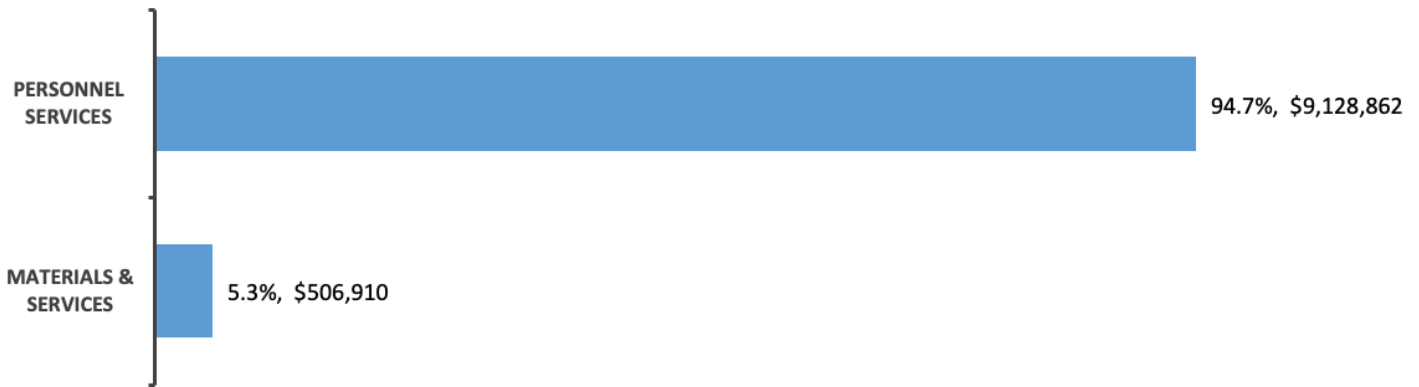
(1) Institutional items include: debt service, grants in aid, elections, Title IV match, contract requirements, contingency and fund balance

General Fund Service Areas

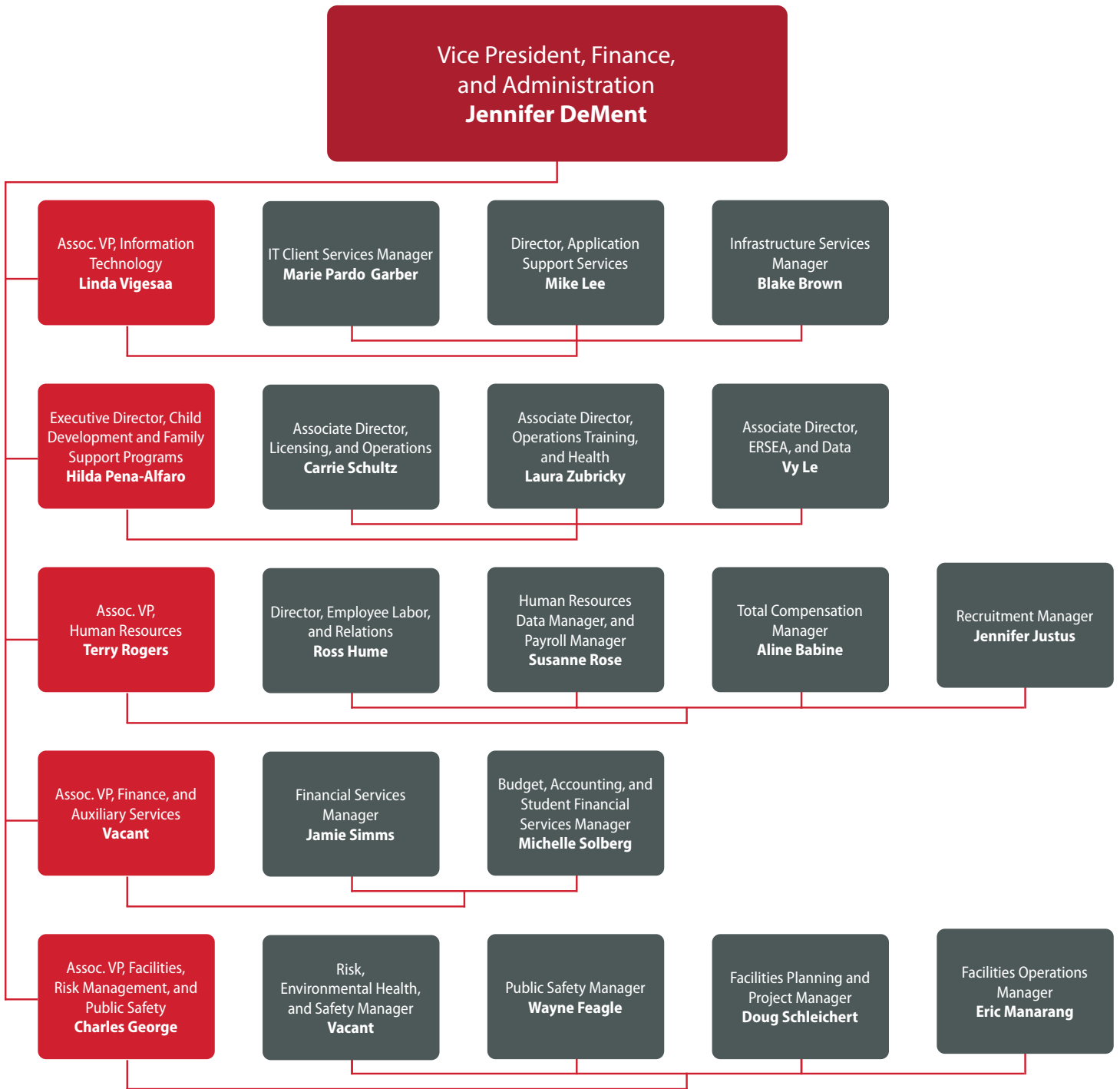
Student Development

\$9,635,772

Actual			Budget		Difference	
2021-22	2022-23	Function	Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 372,686	\$ 379,939	High School Services	\$ 644,735	\$ 524,798	\$ (119,937)	-18.6%
233,534	226,389	College Now	263,183	302,925	39,742	15.1%
983,255	1,102,684	Student Development	747,711	782,240	34,529	4.6%
924,031	926,553	Admissions/Records	1,023,789	1,068,066	44,277	4.3%
151,077	95,164	International Program	123,717	163,297	39,580	32.0%
466,982	496,601	Student Life	557,223	570,081	12,858	2.3%
101,110	253,552	TRIO program	73,682	73,682	-	-
877,613	900,240	Advising & Recruitment	1,056,841	1,184,349	127,508	12.1%
400,519	392,246	Disability Services	482,973	501,555	18,582	3.8%
374,332	405,601	Testing Services	469,142	480,991	11,849	2.5%
224,694	190,261	Transitions	268,144	296,422	28,278	10.5%
828,876	799,193	Student Aid	991,372	1,100,509	109,137	11.0%
132,738	140,794	Veterans Services	164,953	180,552	15,599	9.5%
916,319	934,598	Career Services	1,405,826	1,650,195	244,369	17.4%
217,471	202,985	Outreach	241,407	249,844	8,437	3.5%
189,047	297,175	Student HUB	463,981	506,266	42,285	9.1%
\$ 7,394,283	\$ 7,743,975		\$ 8,978,679	\$ 9,635,772	\$ 657,093	7.3%



Finance and Administrative Organizational Structure



Administrative Services

Administrative Services provides leadership, oversight, and stewardship for all aspects of the college’s financial, human and physical resources, with responsibilities for all non-instructional and non-student services activities on campus.

VISION:

To support learners, community and partners by providing the resources and infrastructure needed for success through finance, facilities, information technology, human resources, and child development and family support programs.

General Fund by Service Area

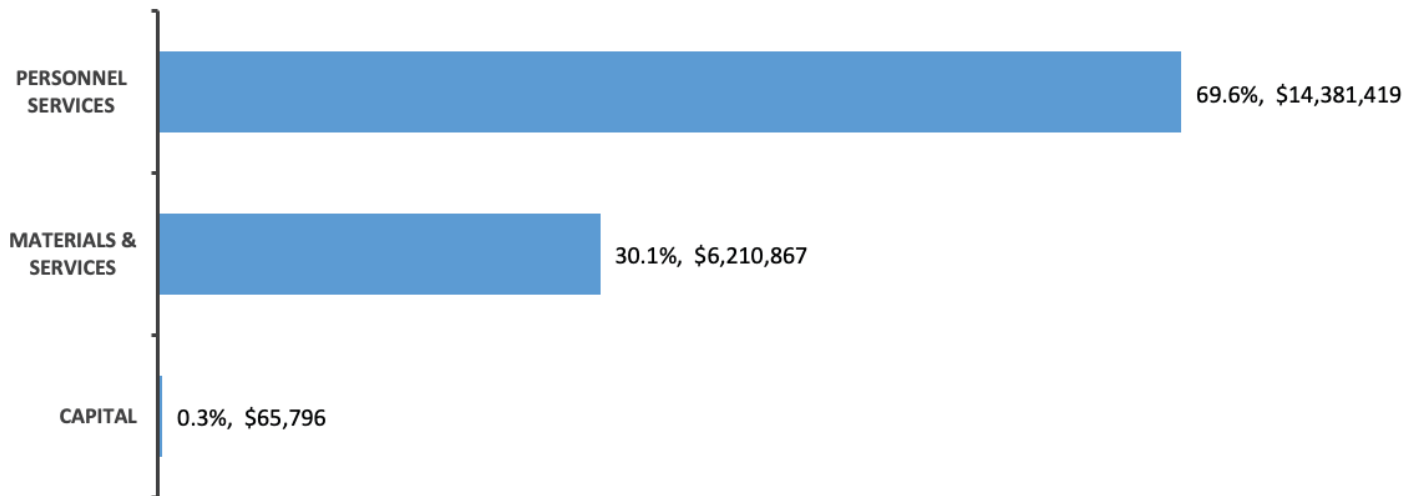
Area	Personnel Services	Materials & Services	Capital	Transfers	Contingency & Fund Balance	Total	% of Total
Instruction & Instr. Support	\$ 40,239,931	\$ 1,945,958	\$ 110,000	\$ -	\$ -	\$ 42,295,889	45.5%
Administrative Services	14,381,419	6,210,867	65,796	-	-	20,658,082	22.2%
Student Development	9,128,862	506,910	-	-	-	9,635,772	10.4%
President & Governing Board	2,323,747	547,709	-	-	-	2,871,456	3.1%
Advancement & Dist. Comm.	2,084,785	1,684,158	-	-	-	3,768,943	4.1%
Institutional Items (1)	628,381	3,981,456	200,000	497,000	8,427,327	13,734,164	14.8%
	\$ 68,787,125	\$ 14,877,058	\$ 375,796	\$ 497,000	\$ 8,427,327	\$ 92,964,306	100%

(1) Institutional items include: debt service, grants in aid, elections, Title IV match, contract requirements, contingency and fund balance

Administrative Services

\$20,658,082

Actual		Function	Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 109,261	\$ 102,857	Community Service	\$ 114,800	\$ 117,704	\$ 2,904	2.5%
450,862	419,618	Academic Computing	566,303	594,631	28,328	5.0%
362,161	364,713	Administrative Services	390,354	418,543	28,189	7.2%
704,273	816,254	Risk Management	941,879	966,931	25,052	2.7%
1,788,257	1,647,198	Business Office	1,710,778	1,824,462	113,684	6.6%
469,419	422,079	Payroll	491,982	514,588	22,606	4.6%
35,947	32,716	Legal Counsel	100,000	78,000	(22,000)	-22.0%
4,353,490	6,005,398	IT Operations & Support	4,996,603	2,962,949	(2,033,654)	-40.7%
-	-	IT Enterprise Aps & Sup	-	2,264,802	2,264,802	100.0%
1,631,263	1,844,953	Human Resources	2,325,314	2,482,361	157,047	6.8%
32,996	44,142	Auxiliary Services	31,292	31,981	689	2.2%
561,603	414,001	Copy Machine Services	154,393	161,500	7,107	4.6%
1,200,753	1,287,109	Public Safety	1,422,349	1,446,704	24,355	1.7%
233,018	227,164	Mailroom/Warehouse	258,891	265,230	6,339	2.4%
1,820,001	1,403,078	Plant Operation & Maint	1,952,162	2,105,937	153,775	7.9%
253,018	213,160	Environmental Sfty/Hlth	271,279	276,872	5,593	2.1%
1,362,269	1,543,850	Custodial Services	1,647,071	1,650,728	3,657	0.2%
533,250	484,932	Grounds Services	563,074	571,450	8,376	1.5%
1,205,122	1,622,420	Utilities	1,667,430	1,922,709	255,279	15.3%
\$ 17,106,966	\$ 18,895,640		\$ 19,605,954	\$ 20,658,082	\$ 1,052,128	5.4%



Institutional Items

Institutional items include debt service, tuition waivers, elections, Title IV match, contract requirements, contingency, and fund balance.

VISION:

To account for fixed agency-wide expenses that do not change with enrollment or staffing levels. Includes items such as accounting for in-kind donations, college-wide fees, property taxes, and debt service.

General Fund by Service Area

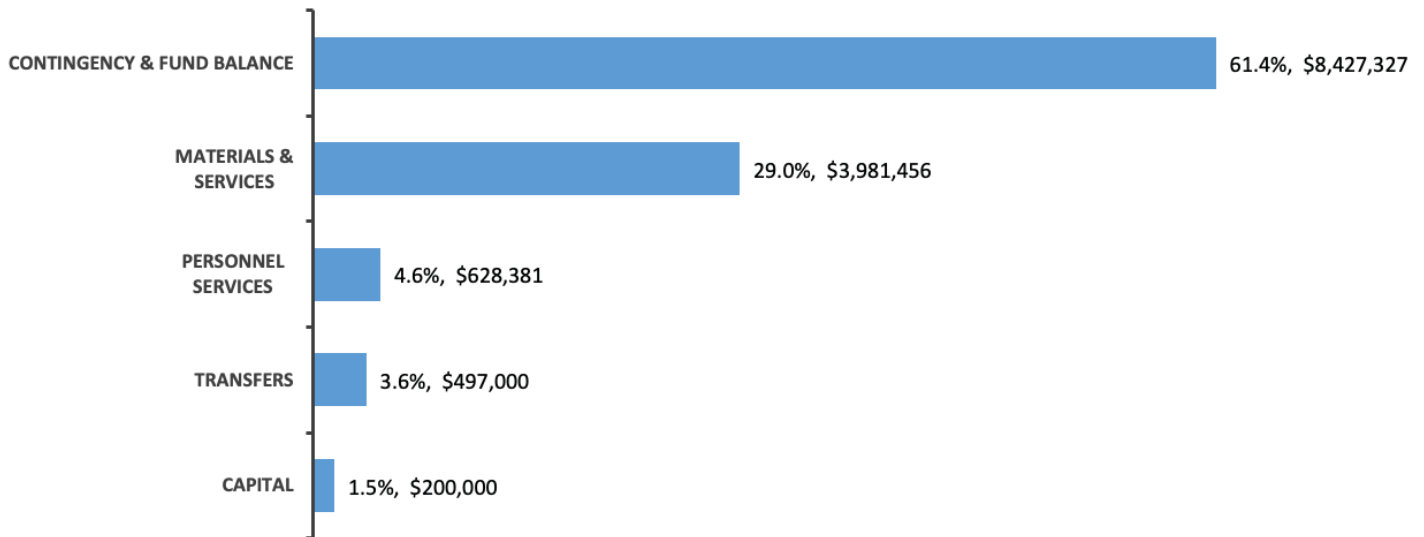
Area	Personnel Services	Materials & Services	Capital	Transfers	Contingency & Fund Balance	Total	% of Total
Instruction & Instr. Support	\$ 40,239,931	\$ 1,945,958	\$ 110,000	\$ -	\$ -	\$ 42,295,889	45.5%
Administrative Services	14,381,419	6,210,867	65,796	-	-	20,658,082	22.2%
Student Development	9,128,862	506,910	-	-	-	9,635,772	10.4%
President & Governing Board	2,323,747	547,709	-	-	-	2,871,456	3.1%
Advancement & Dist. Comm.	2,084,785	1,684,158	-	-	-	3,768,943	4.1%
Institutional Items	628,381	3,981,456	200,000	497,000	8,427,327	13,734,164	14.8%
	\$ 68,787,125	\$ 14,877,058	\$ 375,796	\$ 497,000	\$ 8,427,327	\$ 92,964,306	100%

(1) Institutional items include: debt service, grants in aid, elections, Title IV match, contract requirements, contingency and fund balance

Institutional Items

\$13,734,164

Actual		Function	Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 6,559	\$ 4,116	Teaching & Learning Ctr	\$ 11,000	\$ 16,000	\$ 5,000	45.5%
53,967	85,719	Faculty Association F/T	122,897	136,078	13,181	10.7%
99,717	131,359	Faculty Association P/T	180,211	192,375	12,164	6.7%
-	74,422	Elections	-	208,793	208,793	-
2,638,403	2,623,250	Fixed Costs	2,739,147	3,164,375	425,228	15.5%
18,797	17,060	Prof Dev Classified	38,002	37,948	(54)	-0.1%
797,915	816,169	Waivers	1,101,534	1,054,268	(47,266)	-4.3%
487,292	4,087,292	Transfers	487,292	497,000	9,708	2.0%
-	-	Contingency	5,673,852	6,736,587	1,062,735	18.7%
-	-	Unappropriated Balance	1,580,945	1,690,740	109,795	6.9%
<u>\$ 4,102,650</u>	<u>\$ 7,839,388</u>		<u>\$ 11,934,880</u>	<u>\$ 13,734,164</u>	<u>\$ 1,799,284</u>	<u>15.1%</u>





MT. HOOD
COMMUNITY COLLEGE

Other Funds

Explanation of other funds

Mt. Hood Community College's budget consists of several "funds." Each fund has a specific use, and dollars are earned or received into those funds from specific activities and explicitly for those specific uses. The structural budget deficit is in the General Fund, which is also the most significant fund accounting for the general operations of the College and therefore receives most of the budgetary attention. However, all the funds combine to make the MHCC annual budget, each playing a critical role in college operations. State and local governments use three broad categories of funds: *governmental, proprietary, and fiduciary*.

GOVERNMENTAL FUNDS (fund numbers 01-16)

Governmental funds account for the ongoing operations of those governmental organizations for which they were established.

03 Pension Bond Debt Service Fund

06 Physical Plant Maintenance Fund

07 Technology Projects Fund

08 Capital Projects Fund

10 Student Aid and Scholarship Fund

16 Federal, State, and Special Projects Fund

PROPRIETARY FUNDS (fund numbers 40, 42)

Mt. Hood only has one type of proprietary fund, enterprise funds. The Bookstore and the Aquatic Center are enterprise funds. Enterprise funds are used for services provided to the public on a user-charge basis, similar to the operation of a commercial enterprise.

40 Bookstore Fund (eliminated in 2022-23)

42 Aquatics Fund

FIDUCIARY FUNDS (fund numbers 50 – 52)

Fiduciary funds account for assets held in trust by the government for the benefit of individuals or other entities.

50 Clubs Fund

51 Trusts Fund

52 Associated Student Government Fund

Pension Bond Debt Service Fund

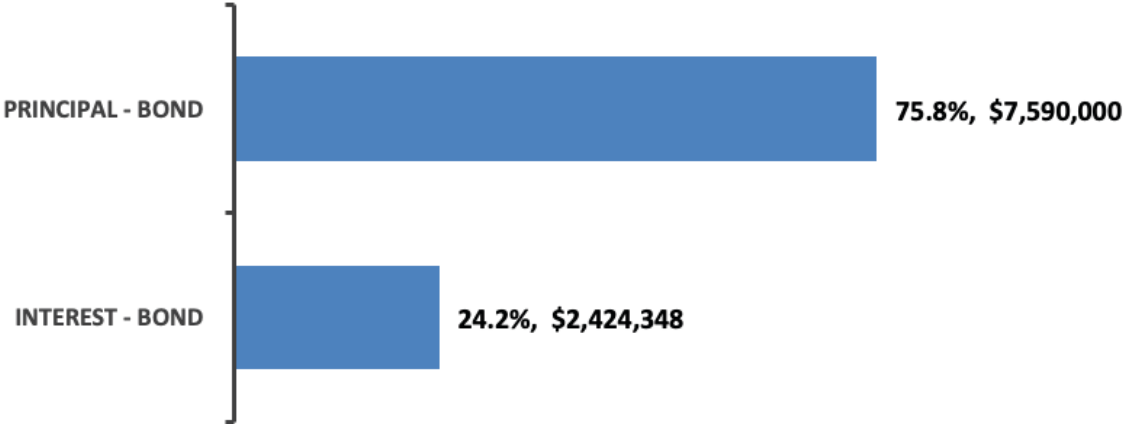
The Pension Bond Debt Service Fund was established to account for principal and interest on bonds issued to finance the College's share of the unfunded actuarial liability of Oregon Public Employees Retirement System (PERS).

VISION:

Fund Pension Bond payoff through internal payroll assessments.

Pension Bond Debt Service Fund Requirements

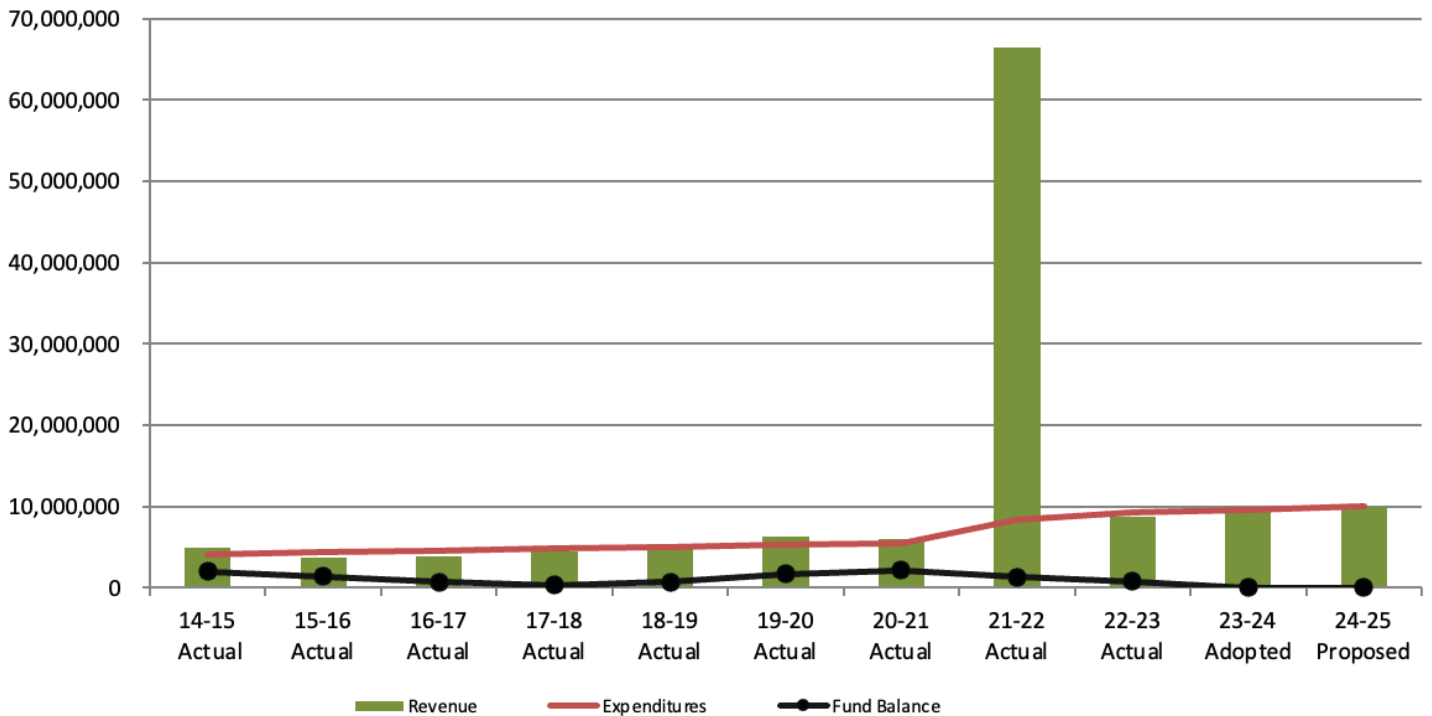
\$10,014,348



Pension Bond Debt Service Fund

Fund requirements are principal and interest on bonds issued to finance the College’s share of the unfunded actuarial liability of Oregon Public Employees Retirement System (PERS). Resources are provided by charges assessed to other funds as a percentage of salary subject to PERS.

Actual			Budget		Difference	
2021-22	2022-23		Adopted 2023-24	Proposed 2024-25	Proposed FY25 - FY24	
					\$	%
		Resources:				
\$ 58,895,000	\$ -	Debt Proceeds	\$ -	\$ -	\$ -	-
7,512,218	8,695,850	Bond Assessment	9,597,753	10,014,348	416,595	4.3%
-	6,238	Interest Investment	-	-	-	-
66,407,218	8,702,088	Total Revenues	9,597,753	10,014,348	416,595	4.3%
2,158,006	1,321,758	Beginning Fund Balance	-	-	-	-
\$ 68,565,224	\$ 10,023,846	Total Resources	\$ 9,597,753	\$ 10,014,348	\$ 416,595	4.3%
		Requirements:				
\$ 2,849,797	\$ 3,253,066	Principal - Bond	\$ 6,885,000	\$ 7,590,000	\$ 705,000	10.2%
5,501,928	5,990,251	Interest - Bond	2,712,753	2,424,348	(288,405)	-10.6%
8,351,725	9,243,317	Total Requirements	9,597,753	10,014,348	416,595	4.3%
		Other financing uses:				
58,417,863	-	Personnel Services	-	-	-	-
473,878	-	Materials & Services	-	-	-	-
67,243,466	9,243,317	Total requirements and other financing uses	9,597,753	10,014,348	416,595	4.3%
1,321,758	780,529	Ending Fund Balance	-	-	-	-
\$ 68,565,224	\$ 10,023,846	Total Requirements and Ending Fund Balance	\$ 9,597,753	\$ 10,014,348	\$ 416,595	4.3%



Physical Plant Maintenance Fund

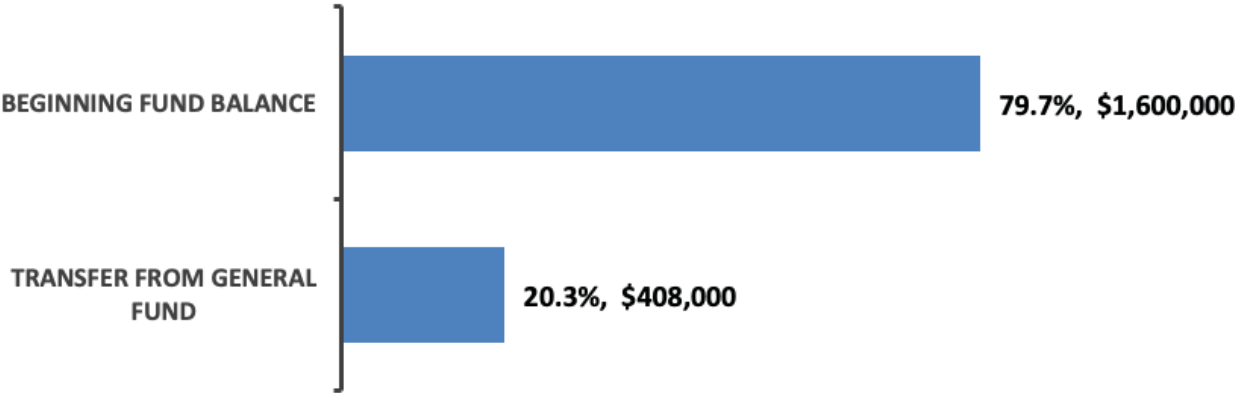
The Physical Plant Maintenance Fund was established to provide and account for funds used to maintain the physical plant of the MHCC District.

VISION:

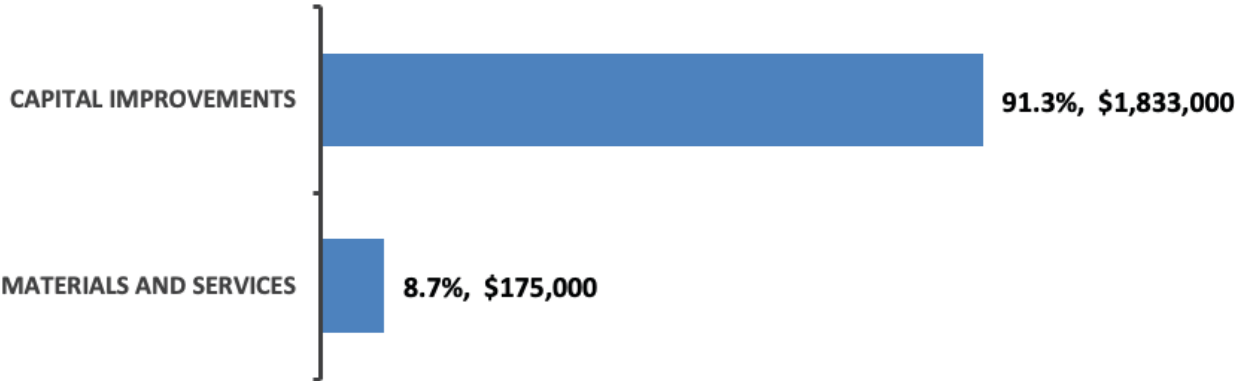
To be recognized as leaders in the Community College Facilities Management through impactful sustainability programs, training and development of staff, and promoting long-term financial sustainability and viability regarding the maintenance, operation, care, and stewardship of the physical plant and associated college assets.

The Facilities Management team supports all of the college goals by strategically targeting and prioritizing resources. The three goals that the team has the most direct impact are the following:

Physical Plant Resources
\$2,008,000



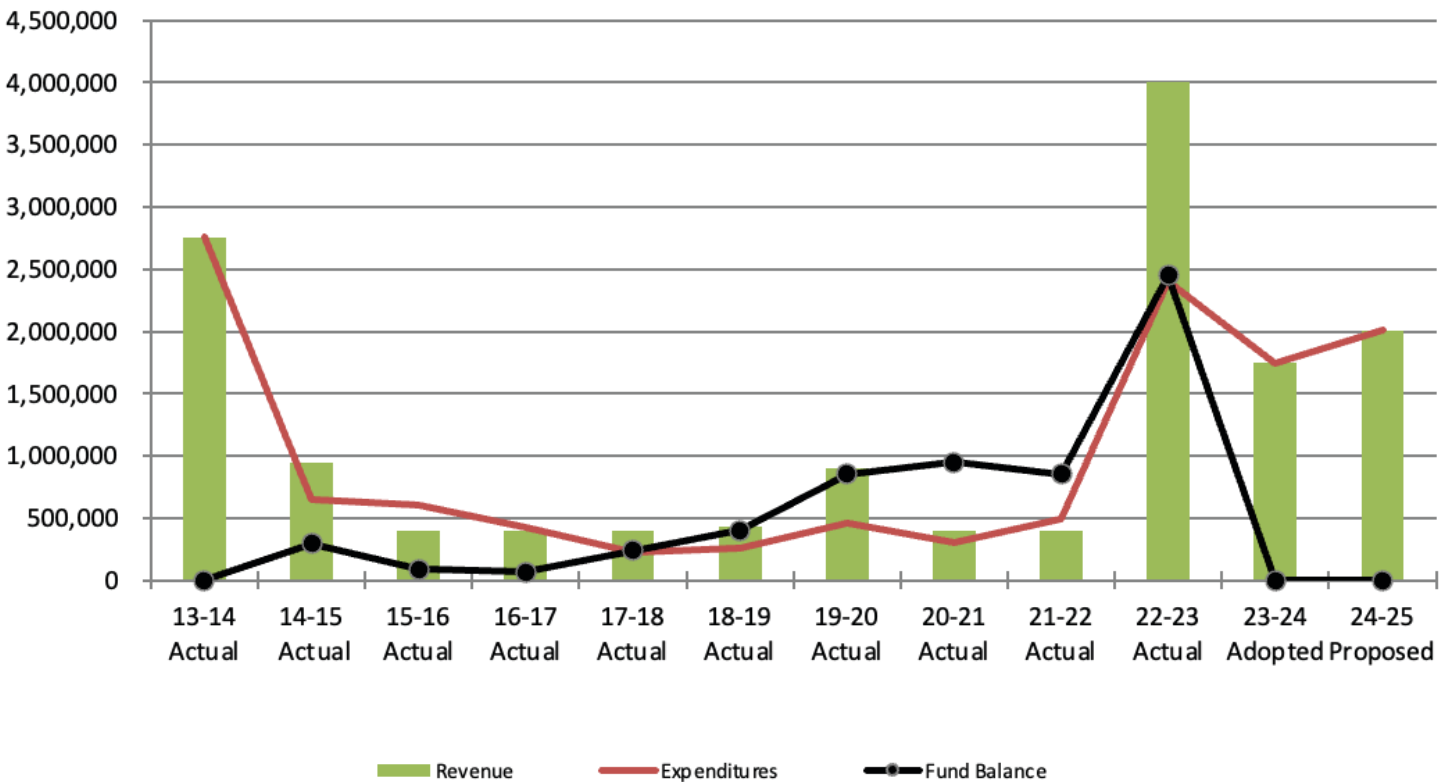
Physical Plant Requirements
\$2,008,000



Physical Plant Maintenance Fund

This fund accounts for resources provided by tax credits or transfers from various other funds. The funds have been used to maintain the physical plant of the District.

Actual			Budget		Difference	
2021-22	2022-23		Adopted 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
Resources:						
\$ 32	\$ 772	Other Income	\$ -	\$ -	\$ -	-
400,000	4,000,000	Transfer from General Fund	400,000	408,000	8,000	2.0%
400,032	4,000,772	Total Revenues	400,000	408,000	8,000	2.0%
950,320	853,907	Beginning Fund Balance	1,347,500	1,600,000	252,500	18.7%
\$ 1,350,352	\$ 4,854,679	Total Resources	\$ 1,747,500	\$ 2,008,000	\$ 260,500	14.9%
Requirements:						
\$ 132,133	\$ 271,317	Materials and Services	\$ 150,000	\$ 175,000	\$ 25,000	16.7%
364,312	2,132,043	Capital Improvements	1,597,500	1,833,000	235,500	14.7%
496,445	2,403,360	Total Requirements	1,747,500	2,008,000	260,500	14.9%
853,907	2,451,319	Ending Fund Balance	-	-	-	-
\$ 1,350,352	\$ 4,854,679	Total Requirements and Ending Fund Balance	\$ 1,747,500	\$ 2,008,000	\$ 260,500	14.9%



Technology Projects

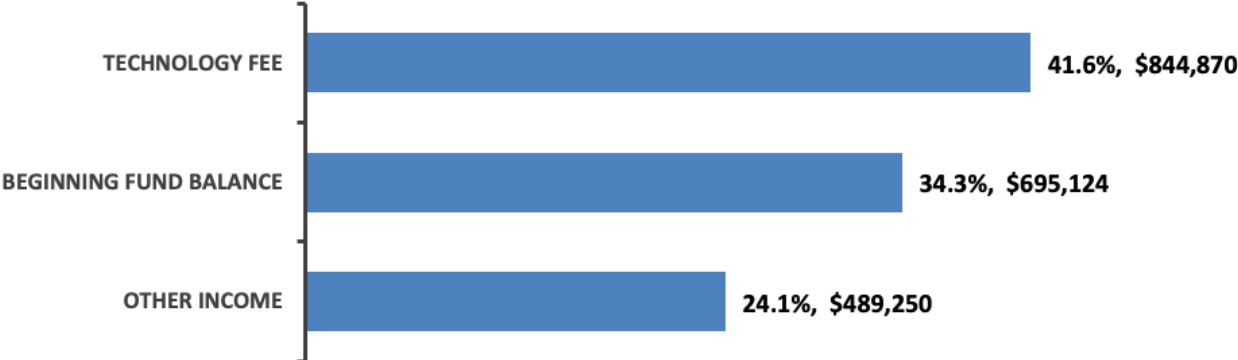
The Technology Project Fund was established to account for the replacement of changing technological needs of the district. The Technology Fee paid by students is a primary source of revenue for this fund. In 2009, Telecommunications Services was moved from a separate fund into this fund.

VISION:

MHCC’s high-performing Information Technology team delivers innovative, first-class student and staff technology experiences to support the college’s strategic direction, through stakeholder collaboration and sound implementation and support practices.

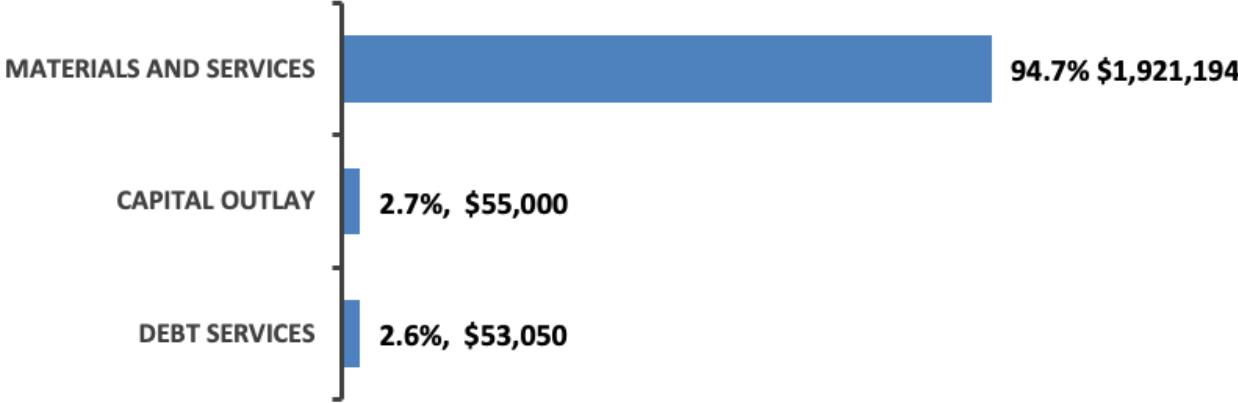
Technology Project Resources

\$2,029,244



Technology Project Requirements

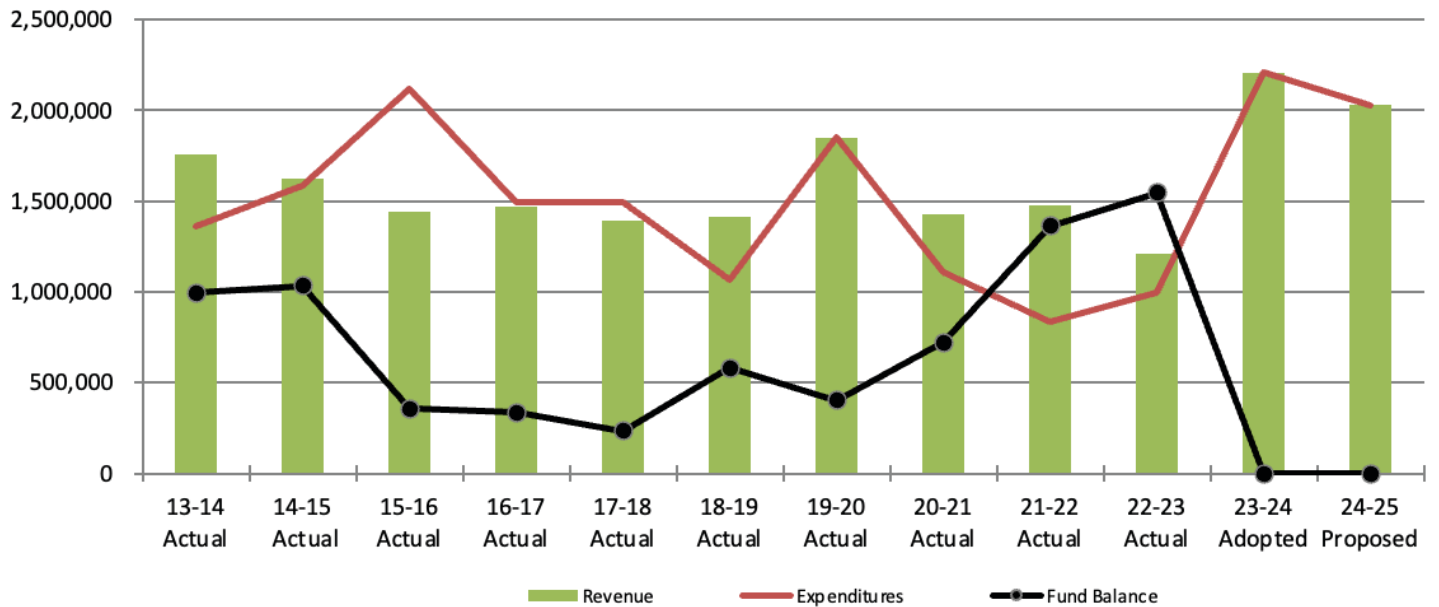
\$2,029,244



Technology Projects

This fund provides for the technology and telecommunication needs of the College - primarily focused on direct student support. Revenues are derived from the technology fee charged to students and network departmental chargebacks.

Actual			Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
Resources:						
\$ 753,940	\$ 758,652	Technology Fee	\$ 790,228	\$ 844,870	\$ 54,642	6.9%
298,616	-	Government Funds	-	-	-	-
421,142	452,138	Other Income	489,250	489,250	-	-
1,473,698	1,210,790	Total Revenues	1,279,478	1,334,120	54,642	4.3%
720,316	1,329,564	Beginning Fund Balance	929,655	695,124	(234,531)	-25.2%
\$ 2,194,014	\$ 2,540,354	Total Resources	\$ 2,209,133	\$ 2,029,244	\$ (179,889)	-8.1%
Requirements:						
\$ 797,288	\$ 937,233	Materials and Services	\$ 1,995,612	\$ 1,921,194	\$ (74,418)	-3.7%
-	18,143	Debt Services	-	53,050	53,050	-
34,994	39,084	Capital Outlay	213,521	55,000	(158,521)	-74.2%
832,282	994,460	Total Requirements	2,209,133	2,029,244	(179,889)	-8.1%
1,361,732	1,545,894	Ending Fund Balance	-	-	-	-
\$ 2,194,014	\$ 2,540,354	Total Requirements and Ending Fund Balance	\$ 2,209,133	\$ 2,029,244	\$ (179,889)	-8.1%



Capital Projects Fund

For 2024-25, this fund provides for the capital projects from the 2024 general obligation bond. Historical expenses are related to prior full faith and credit obligations issued by the district. Revenues are derived from debt proceeds.

Capital Projects Fund Resources

\$6,000,000



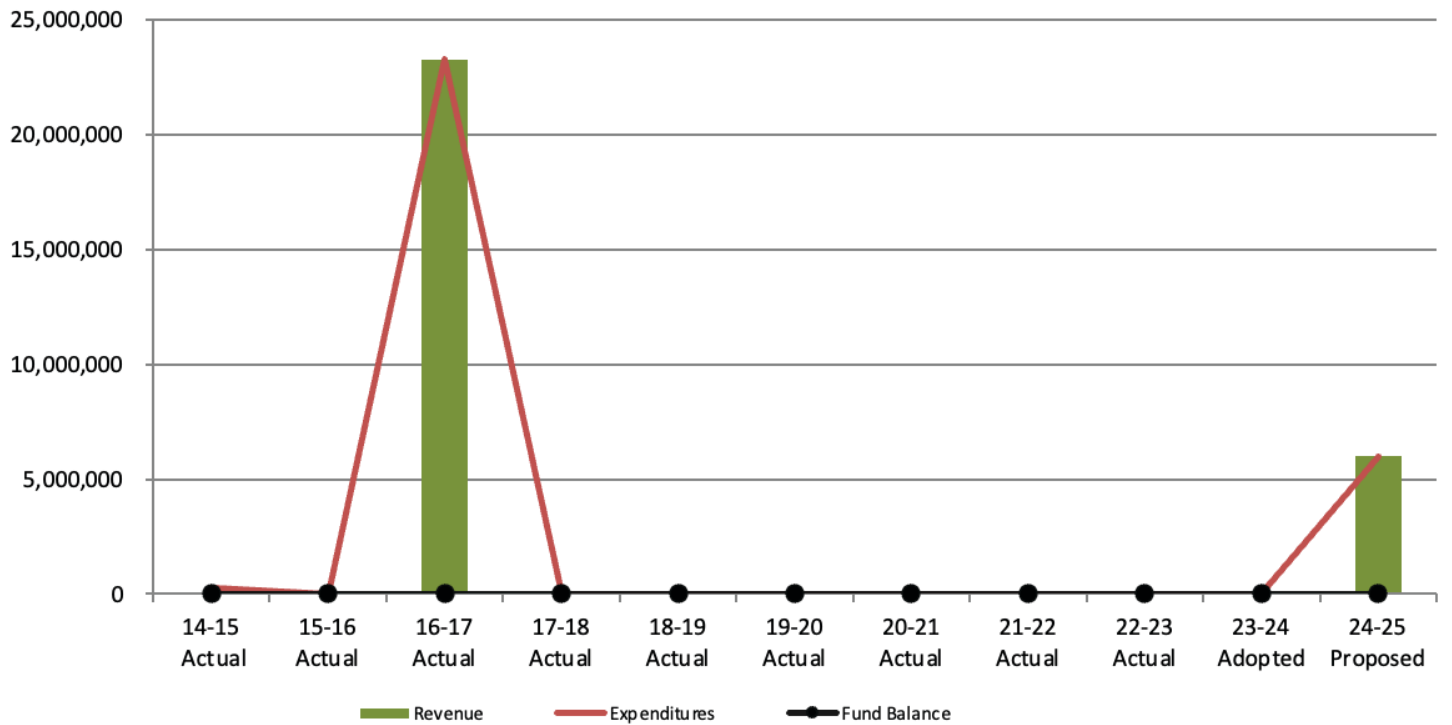
Capital Projects Fund Requirements

\$6,000,000



Capital Projects Fund

Actual			Budget		Difference	
2021-22	2022-23		Adopted 2023-24	Proposed 2024-25	Proposed FY25 - FY24	
					\$	%
\$ -	\$ -	Resources:				
-	-	Debt Proceeds	\$ -	\$ 6,000,000	\$ 6,000,000	100%
-	-	Total Revenues	-	6,000,000	6,000,000	100%
-	-	Beginning Fund Balance	-	-	-	-
<u>\$ -</u>	<u>\$ -</u>	Total Resources	<u>\$ -</u>	<u>\$ 6,000,000</u>	<u>\$ 6,000,000</u>	<u>100%</u>
		Requirements:				
		Other financing uses:				
-	-	Capital Improvements	-	6,000,000	6,000,000	100%
-	-	Total requirements and other financing uses	-	6,000,000	6,000,000	100%
-	-	Ending Fund Balance	-	-	-	-
<u>\$ -</u>	<u>\$ -</u>	Total Requirements and Ending Fund Balance	<u>\$ -</u>	<u>\$ 6,000,000</u>	<u>\$ 6,000,000</u>	<u>100%</u>



Student Aid and Scholarship Fund

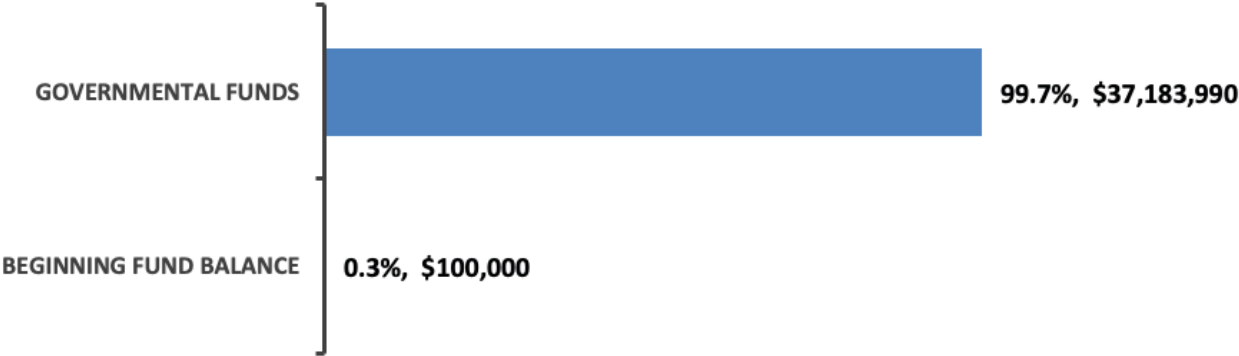
The Student Aid and Scholarship Fund accounts for revenue and expenditures for various programs providing grants, loans, or wages for students from state or federal funds. Some of these programs require a local matching contribution to the program which is met by transfers as budgeted in the General Fund. These contributions are currently waived due to the College’s Title III program eligibility.

VISION:

The Office of Financial Aid strives to support student success by employing a student-centered approach that prioritizes access to aid and financial literacy resources, clear and timely communication, excellent and equitable customer service, and operational integrity.

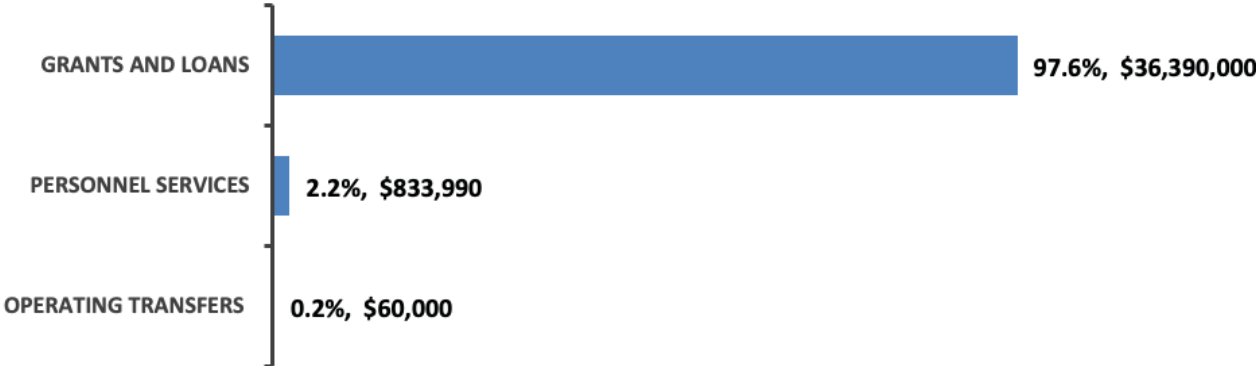
Student Aid and Scholarship Fund Resources

\$37,283,990



Student Aid and Scholarship Fund Requirements

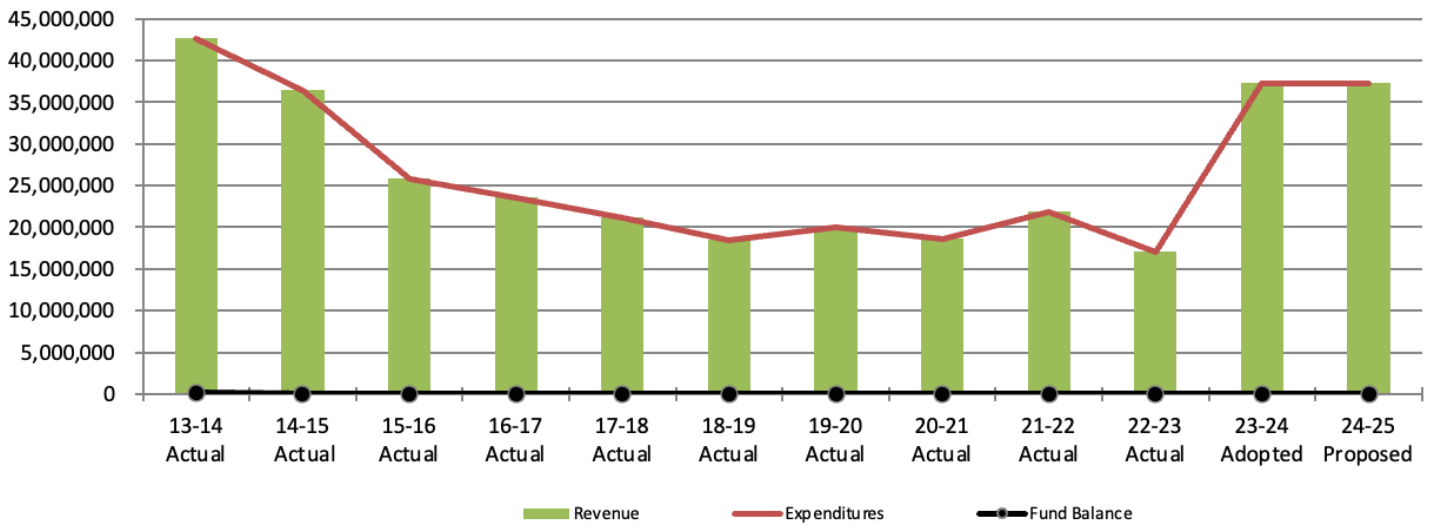
\$37,283,990



Student Aid and Scholarship Fund

This fund is used to budget for federal campus-based student loans, direct loans, state and federal grants and federal work-study for qualified students of the college. Resources are provided by state and federal financial aid programs, mandatory transfers and loan repayment funds. Requirements are all related to the various federal and state financial aid programs administered by the College.

Actual			Budget		Difference	
2021-22	2022-23		Adopted 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	Proposed FY25 - FY24 %
\$ 21,871,665	\$ 16,951,137	Resources:	\$ 37,183,990	\$ 37,183,990	\$ -	-
-	128,592	Governmental Funds	-	-	-	-
21,871,665	17,079,729	Other Sources	37,183,990	37,183,990	-	-
-	-	Total Revenues	-	-	-	-
33,346	24,065	Other financing sources:	100,000	100,000	-	-
\$ 21,905,011	\$ 17,103,794	Transfer from General Fund	\$ 37,283,990	\$ 37,283,990	\$ -	-
		Beginning Fund Balance				
		Total Resources				
		Requirements:				
\$ 232,322	\$ 325,158	Personnel Services	\$ 833,990	\$ 833,990	\$ -	-
-	-	Materials and Services	40,000	-	(40,000)	-100%
21,628,362	16,720,761	Grants and Loans	36,350,000	36,390,000	40,000	0.1%
21,860,684	17,045,919	Total Requirements	37,223,990	37,223,990	-	-
20,262	47,541	Other financing uses:	60,000	60,000	-	-
21,880,946	17,093,460	Operating Transfers	37,283,990	37,283,990	-	-
24,065	10,334	Total requirements and other financing uses	-	-	-	-
\$ 21,905,011	\$ 17,103,794	Ending fund balance	\$ 37,283,990	\$ 37,283,990	\$ -	-
		Total Requirements and Ending Fund Balance				



Federal, State, and Special Projects Fund

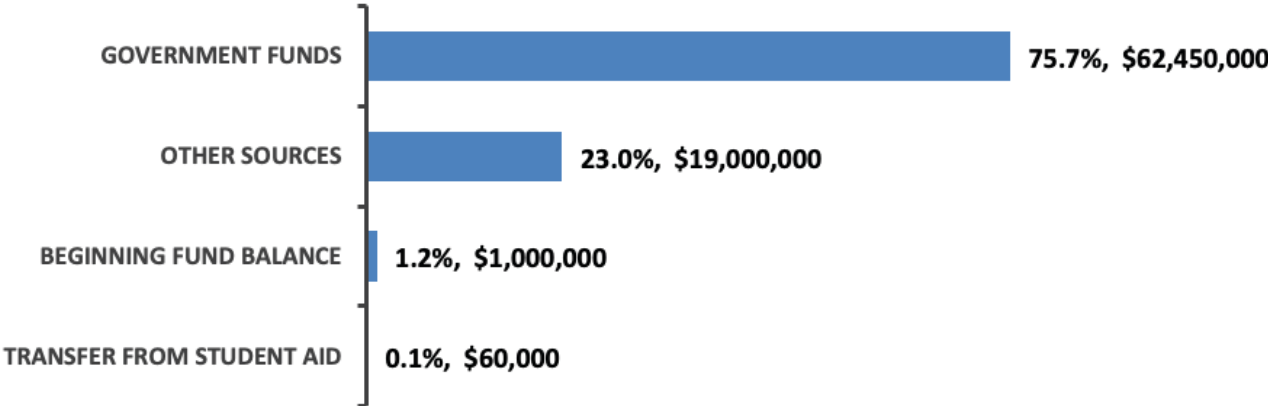
The Federal, State, and Special Projects Fund is composed of several sets of revenue and expenditure accounts to comply with accounting requirements of projects funded primarily by the federal government, except direct student aid projects.

VISION:

To align business processes and support mechanisms, and leverage resources across the institution.

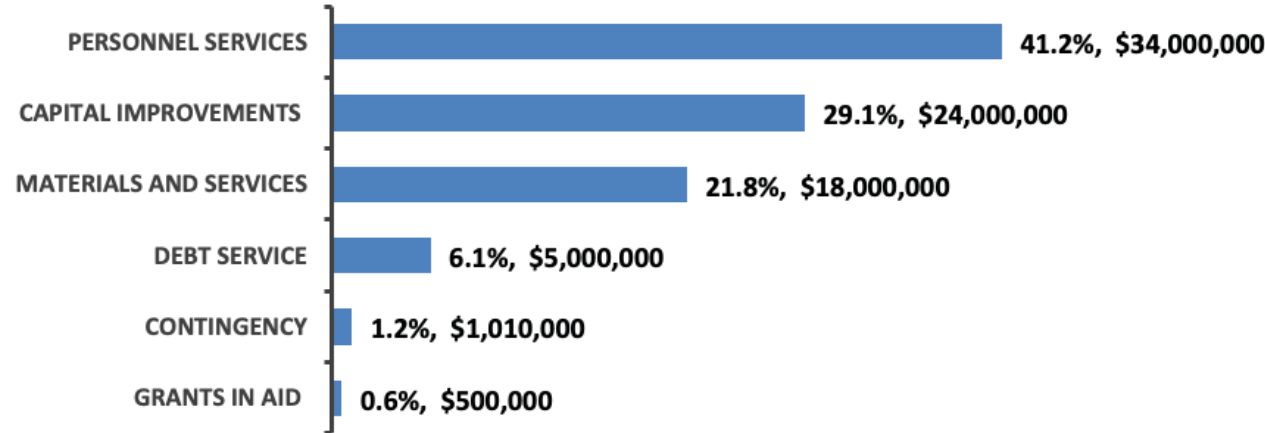
Federal, State, and Special Projects Fund Resources

\$82,510,000



Federal, State, and Special Projects Fund Requirements

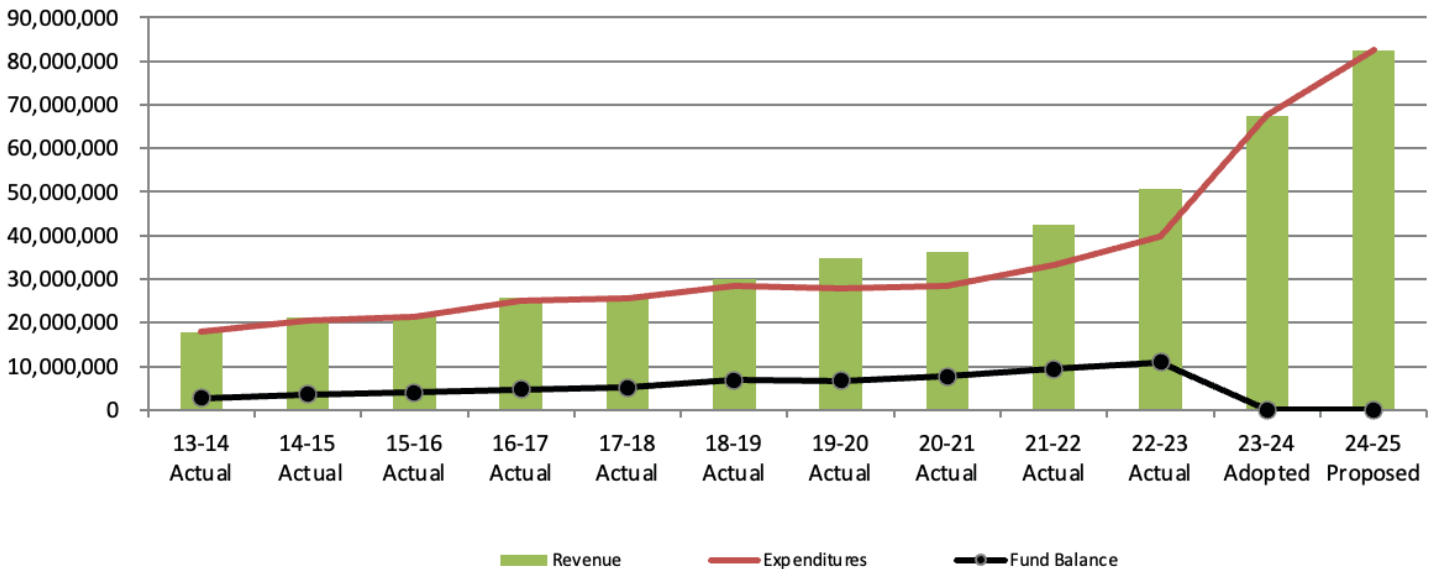
\$82,510,000



Federal, State, and Special Projects Fund

This fund accounts for the financial operations of categorical programs of the College, funded by state, federal, and private revenues, other than student financial aid. Expenditures are made pursuant to the guidelines of each funding source.

Actual			Budget		Difference	
2021-22	2022-23		Adopted 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 27,095,180	\$ 31,768,265	Resources:				
20,262	47,541	Government Funds	\$ 54,700,000	\$ 62,450,000	\$ 7,750,000	14.2%
-	599,222	Transfer from Student Aid	60,000	60,000	-	-
7,780,154	9,071,195	Transfer from Bookstore	-	-	-	-
34,895,596	41,486,223	Other Sources	12,000,000	19,000,000	7,000,000	58.3%
7,705,400	9,342,474	Total Revenues	66,760,000	81,510,000	14,750,000	22.1%
\$ 42,600,996	\$ 50,828,697	Beginning Fund Balance	700,000	1,000,000	300,000	42.9%
		Total Resources	\$ 67,460,000	\$ 82,510,000	\$ 15,050,000	22.3%
		Requirements:				
\$ 21,597,876	\$ 22,443,206	Personnel Services	\$ 25,850,000	\$ 34,000,000	\$ 8,150,000	31.5%
9,998,059	11,818,070	Materials and Services	13,500,000	18,000,000	4,500,000	33.3%
964,227	4,762,876	Capital Improvements	20,000,000	24,000,000	4,000,000	20.0%
644,514	758,456	Debt Service	7,000,000	5,000,000	(2,000,000)	-28.6%
53,846	78,026	Grants in Aid	100,000	500,000	400,000	400%
-	-	Contingency	1,010,000	1,010,000	-	-
33,258,522	39,860,634	Total Requirements	67,460,000	82,510,000	15,050,000	22.3%
		Other financing uses:				
9,342,474	10,968,063	Ending Fund Balance	-	-	-	-
\$ 42,600,996	\$ 50,828,697	Total Requirements and Ending Fund Balance	\$ 67,460,000	\$ 82,510,000	\$ 15,050,000	22.3%



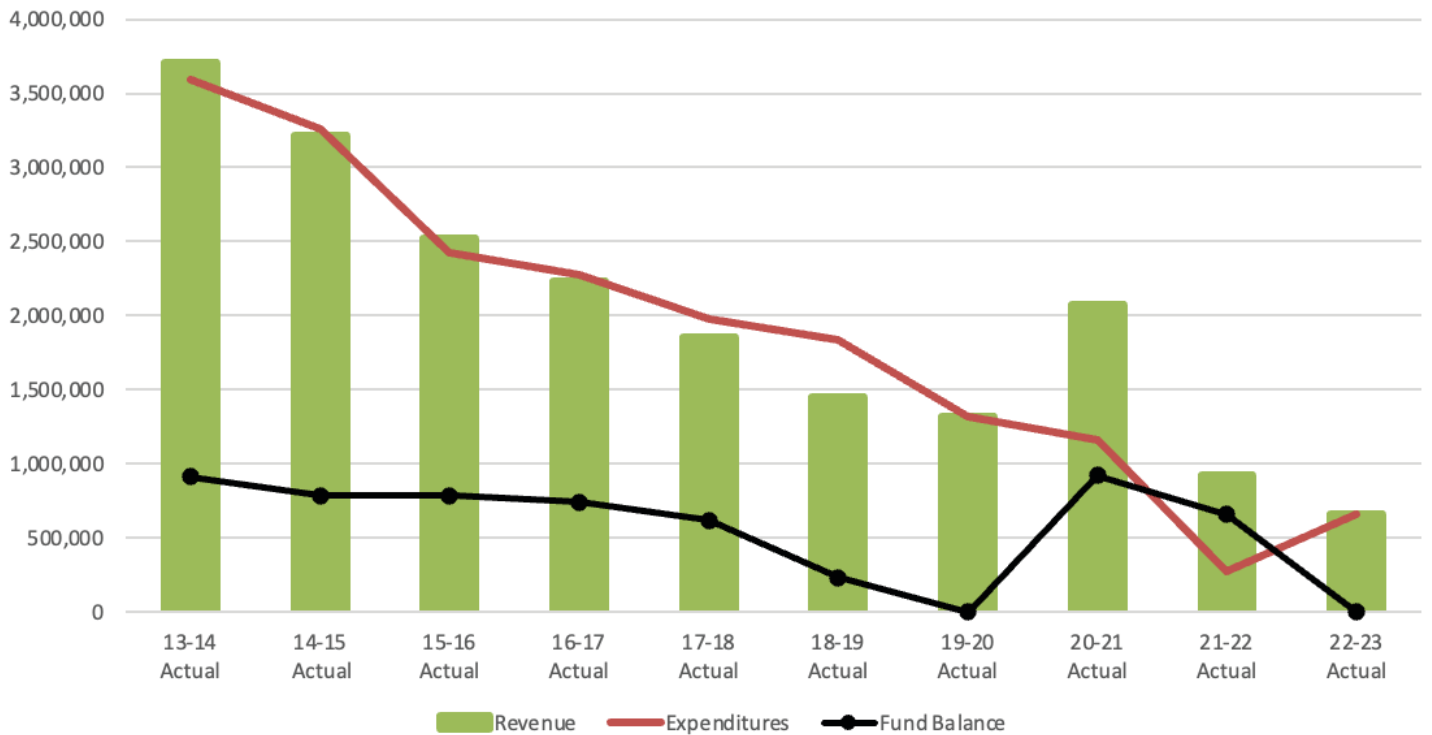
Bookstore Fund

The Bookstore Fund was established to account for revenues and expenditures associated with the sale of textbooks, supplies, general merchandise, and other operations. However, from 2013 to 2020, the store lost 17% revenue on average year over year. Over the same time period, the College enrollment declined 7% on average year over year, indicating textbook industry and consumer buying habit changes outpacing the college's ability to subsidize bookstore operations from the General Fund. In 2021 College transitioned the store to an online only marketplace. The new virtual Bookstore is a revenue only contracted service with a third-party. The College receives a percentage of gross sales.

The Bookstore Fund was eliminated at the end of 2022-23.

Bookstore Fund

Actual			Budget		Difference	
2021-22	2022-23		Adopted 2023-24	Proposed 2024-25	Proposed FY25 - FY24	
					\$	%
\$ 1,011	\$ -	Resources:	\$ -	\$ -	\$ -	-
1,094	-	Sales - Textbooks	-	-	-	-
4,580	136	Sales - Gen Merchandise	-	-	-	-
6,685	136	Other Income	-	-	-	-
919,892	655,723	Total Revenues	-	-	-	-
\$ 926,577	\$ 655,859	Beginning Fund Balance	-	-	-	-
		Total Resources	\$ -	\$ -	\$ -	-
		Requirements:				
\$ 166,128	\$ 55,023	Cost of Merchandise	\$ -	\$ -	\$ -	-
52,858	-	Personnel Services	-	-	-	-
34,981	1,614	Materials and Services	-	-	-	-
-	-	Capital Improvements	-	-	-	-
-	-	Contingency	-	-	-	-
253,967	56,637	Total Requirements	-	-	-	-
		Other financing uses:				
16,887	599,222	Operating transfers - (16)	-	-	-	-
		Total other financing uses	-	-	-	-
270,854	655,859	and requirements	-	-	-	-
655,723	-	Ending fund balance	-	-	-	-
\$ 926,577	\$ 655,859	Total Requirements and	\$ -	\$ -	\$ -	-
		Ending Fund Balance				



Aquatic Center Fund

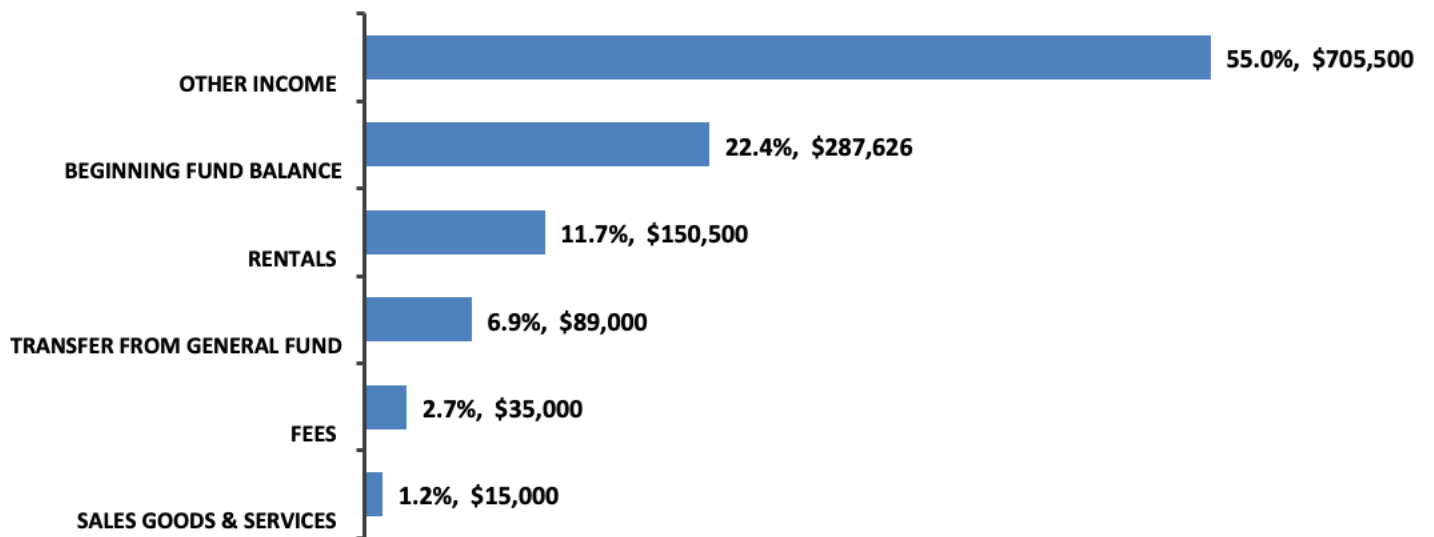
The Aquatics Center Fund was established to account for the activities of the College's Aquatics facility.

VISION:

To help Gresham and MHCC become regionally and nationally known for their exceptional aquatic events, strengthen community partnerships, and make sure all water sports experiences and aquatic leisure activities are provided in a fun, safe, and family friendly environment.

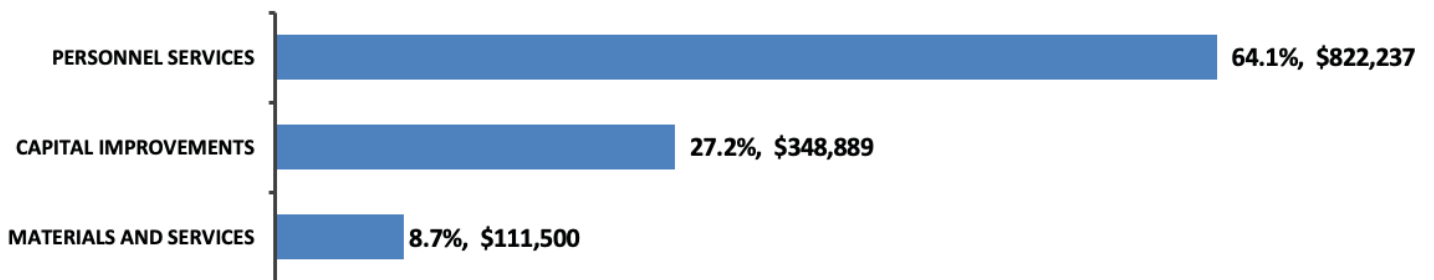
Aquatic Center Fund Resources

\$1,282,626



Aquatic Center Fund Requirements

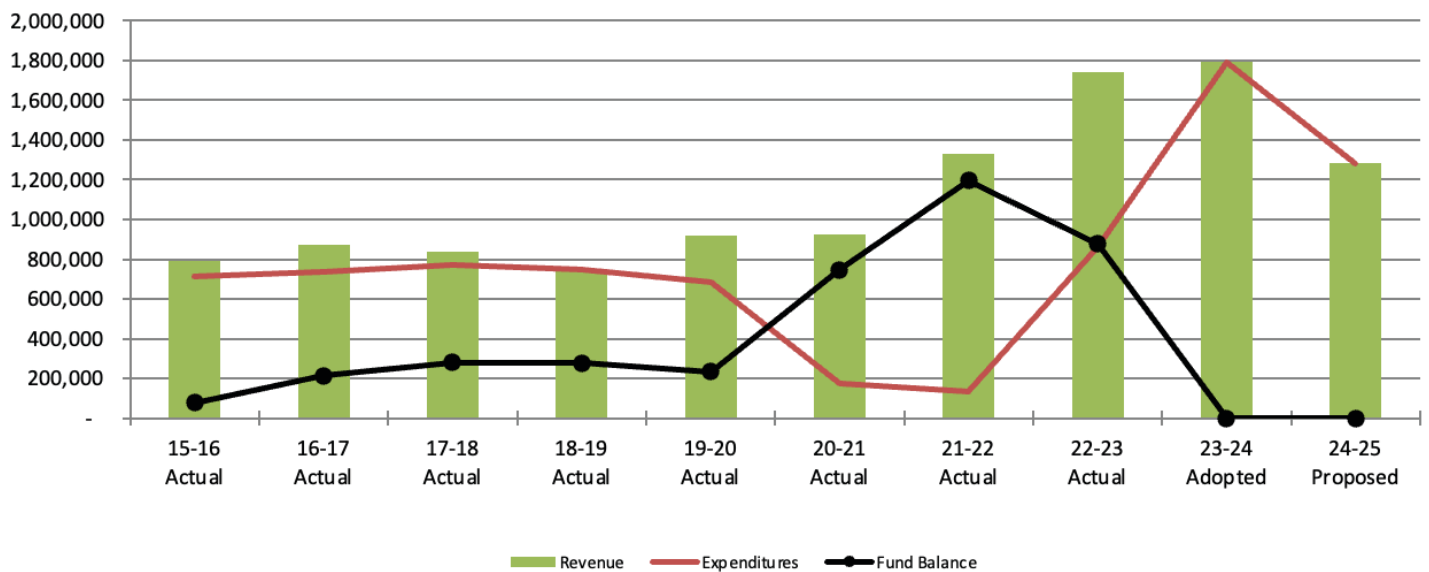
\$1,282,626



Aquatic Center Fund

The Aquatic Center Fund was established to account for the activities of the College's Aquatic facility.

Actual			Budget		Difference	
2021-22	2022-23		Adopted 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
		Resources:				
\$ -	\$ 154,055	Sales Goods & Services	\$ 15,000	\$ 15,000	\$ -	-
488,586	-	Governmental Funds	-	-	-	-
3,633	36,045	Fees	35,000	35,000	-	-
2,000	157,770	Rentals	150,500	150,500	-	-
87,292	87,292	Transfer From General Fund	87,292	89,000	1,708	2.0%
(291)	107,644	Other Income	705,500	705,500	-	-
581,220	542,806	Total Revenues	993,292	995,000	1,708	0.2%
747,349	1,195,961	Beginning Fund Balance	800,000	287,626	(512,374)	-64.0%
\$ 1,328,569	\$ 1,738,767	Total Resources	\$ 1,793,292	\$ 1,282,626	\$ (510,666)	-28.5%
		Requirements:				
\$ 90,376	\$ 615,368	Personnel Services	\$ 854,574	\$ 822,237	\$ (32,337)	-3.8%
42,232	150,999	Materials and Services	112,306	111,500	(806)	-0.7%
-	95,861	Capital Improvements	826,412	348,889	(477,523)	100%
132,608	862,228	Total Requirements	1,793,292	1,282,626	(510,666)	-28.5%
		Other financing uses:				
132,608	862,228	Total other financing uses and requirements	1,793,292	1,282,626	(510,666)	-28.5%
1,195,961	876,539	Ending fund balance	-	-	-	-
\$ 1,328,569	\$ 1,738,767	Total Requirements and Ending Fund Balance	\$ 1,793,292	\$ 1,282,626	\$ (510,666)	-28.5%



Clubs Fund

The Clubs Fund was established to account for transactions of College authorized and sponsored student clubs.

VISION:

MHCC's Clubs and Organizations exist to unite students of similar interests together and provide them with opportunities to become effective leaders. These groups enhance the quality of student lives by fostering social interactions, leadership development and connections to the College by promoting clubs, diversity, service, and learning outside the classroom.

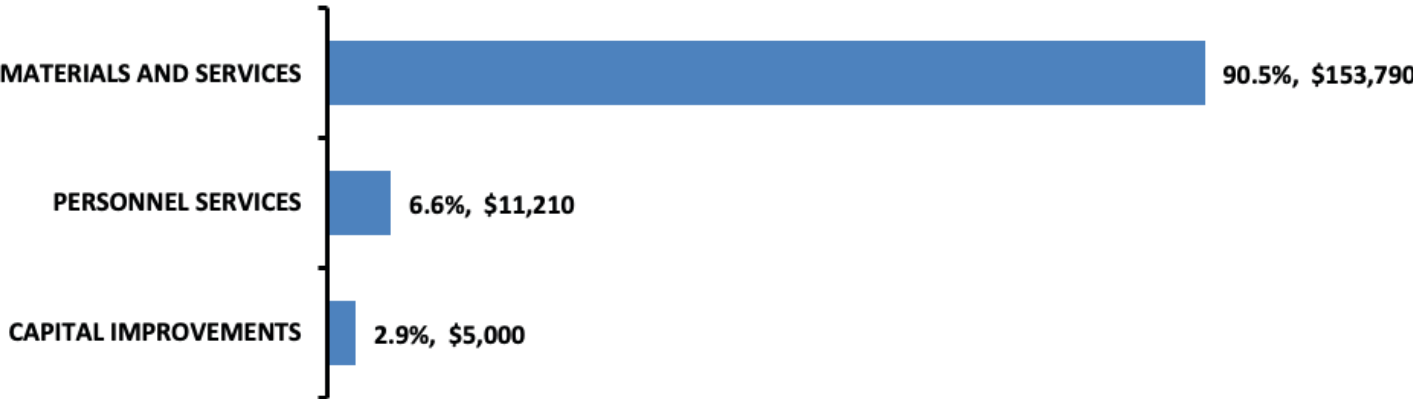
Clubs Fund Resources

\$170,000



Clubs Fund Requirements

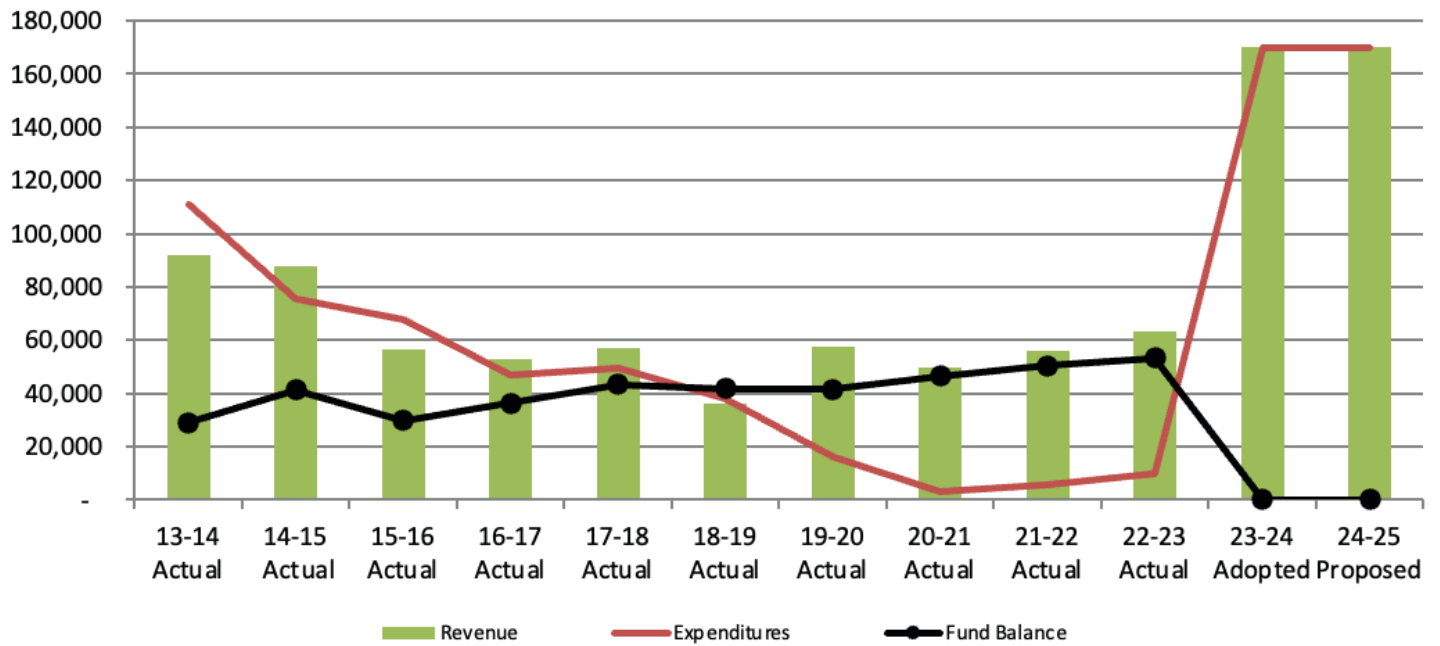
\$170,000



Clubs Fund

The Clubs Fund is a Fiduciary Fund. This fund accounts for transactions of various student groups at the College and their related special events or workshops such as the Ceramics Club and Rho Theta.

Actual			Budget		Difference	
2021-22	2022-23		Adopted 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
\$ 9,444	\$ 12,560	Resources:				
46,434	50,463	Fees and Activities	\$ 100,000	\$ 100,000	\$ -	-
		Beginning Fund Balance	70,000	70,000	-	-
\$ 55,878	\$ 63,023	Total Resources	\$ 170,000	\$ 170,000	\$ -	-
		Requirements:				
\$ -	\$ -	Personnel Services	\$ 11,210	\$ 11,210	\$ -	-
5,415	9,710	Materials and Services	153,790	153,790	-	-
-	-	Capital Improvements	5,000	5,000	-	-
5,415	9,710	Total Requirements	170,000	170,000	-	-
50,463	53,313	Ending Fund Balance	-	-	-	-
\$ 55,878	\$ 63,023	Total Requirements and Ending Fund Balance	\$ 170,000	\$ 170,000	\$ -	-



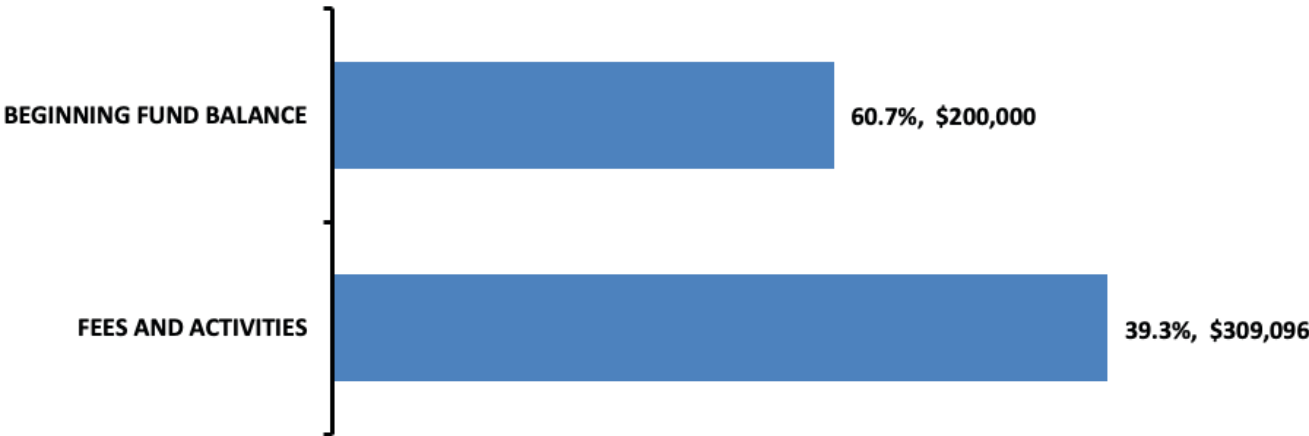
Trusts Fund

The Trusts Fund was established to account for transactions involving funds held for others in a trust or agency relationship. The organization must be closely related to the activities of the College, and full-time college staff must authorize expenditures from funds.

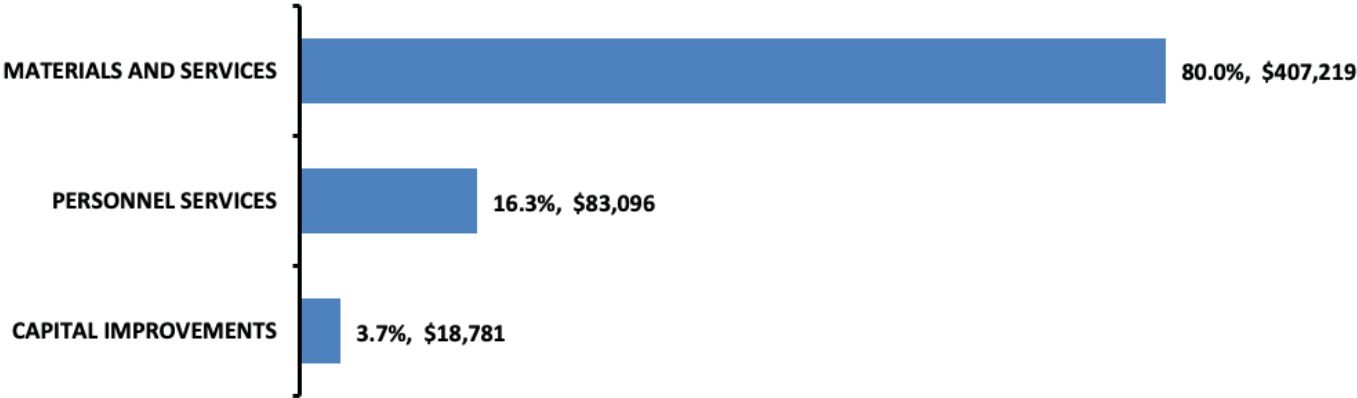
VISION:

Trust Fund and Incentives Accounts are to support and enrich student club and student organizations' educational goals.

Trusts Fund Resources
\$509,096



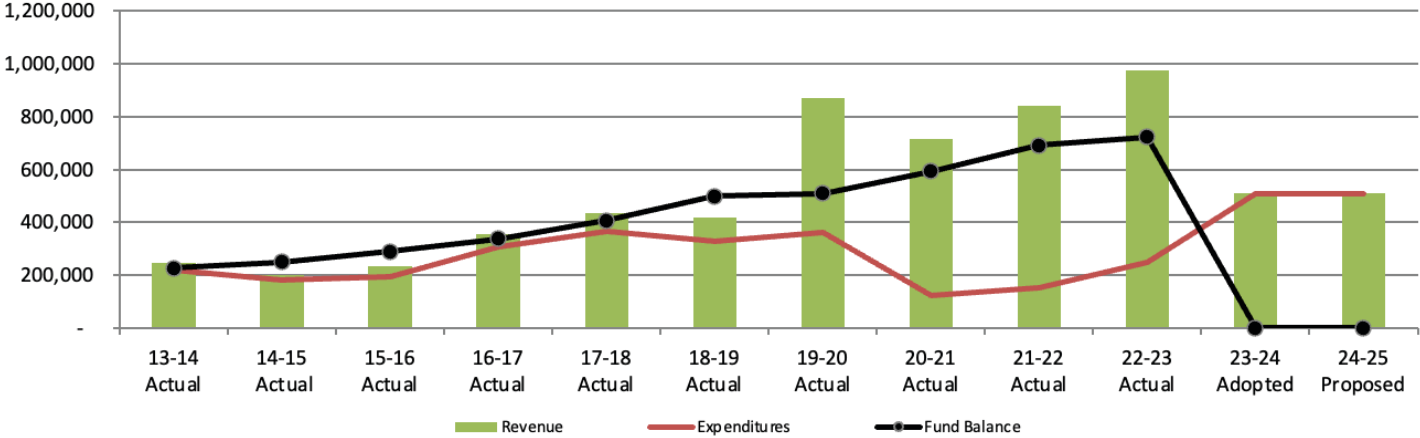
Trusts Fund Requirements
\$509,096



Trusts Fund

The Trusts Fund is a Fiduciary Fund. This fund accounts for transactions of various activities, collections, and special events such as study abroad opportunities and funds raised for specific programs.

Actual			Budget		Difference	
2021-22	2022-23		Adopted 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	Proposed FY25 - FY24 %
		Resources:				
\$ 248,464	\$ 283,194	Fees and Activities	\$ 309,096	\$ 309,096	\$ -	-
592,098	690,479	Beginning Fund Balance	200,000	200,000	-	-
<u>\$ 840,562</u>	<u>\$ 973,673</u>	Total Resources	<u>\$ 509,096</u>	<u>\$ 509,096</u>	<u>\$ -</u>	<u>-</u>
		Requirements:				
\$ 5,441	\$ 4,364	Personnel Services	\$ 83,096	\$ 83,096	\$ -	-
144,642	245,599	Materials and Services	407,219	407,219	-	-
-	-	Capital Improvements	18,781	18,781	-	-
150,083	249,963	Total Requirements	509,096	509,096	-	-
690,479	723,710	Ending Fund Balance	-	-	-	-
<u>\$ 840,562</u>	<u>\$ 973,673</u>	Total Requirements and Ending Fund Balance	<u>\$ 509,096</u>	<u>\$ 509,096</u>	<u>\$ -</u>	<u>-</u>



Associated Student Government Fund

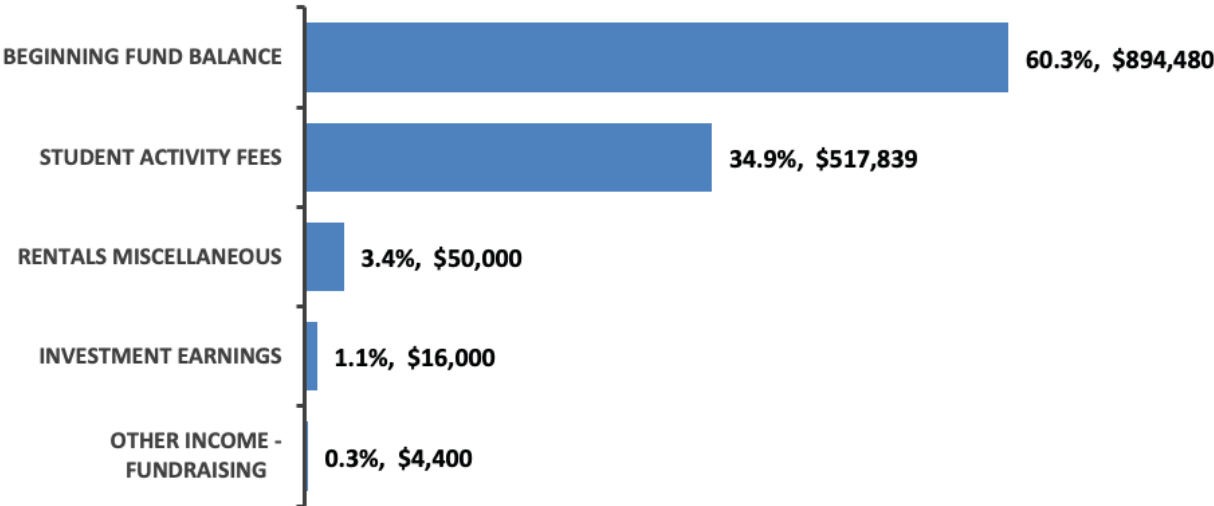
The Associated Student Government Fund was established to account for revenues and expenditures used for student activities. A student activity fee generates the primary source of income for this fund.

VISION:

Associated Students of Mt. Hood Community College exists to enhance the general welfare of students through student advocacy, representation, projects, initiatives, and representation for all students at MHCC.

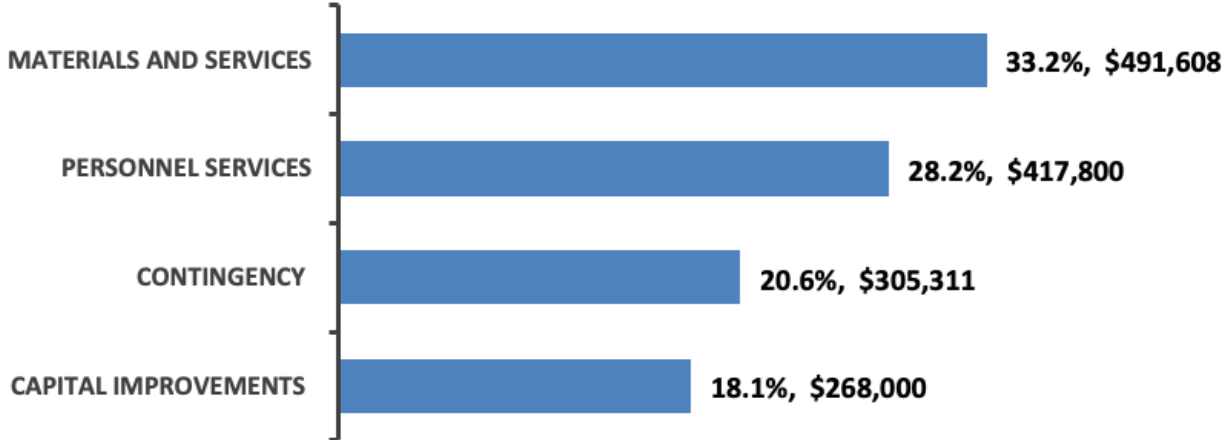
ASG Fund Resources

\$1,482,719



ASG Fund Requirements

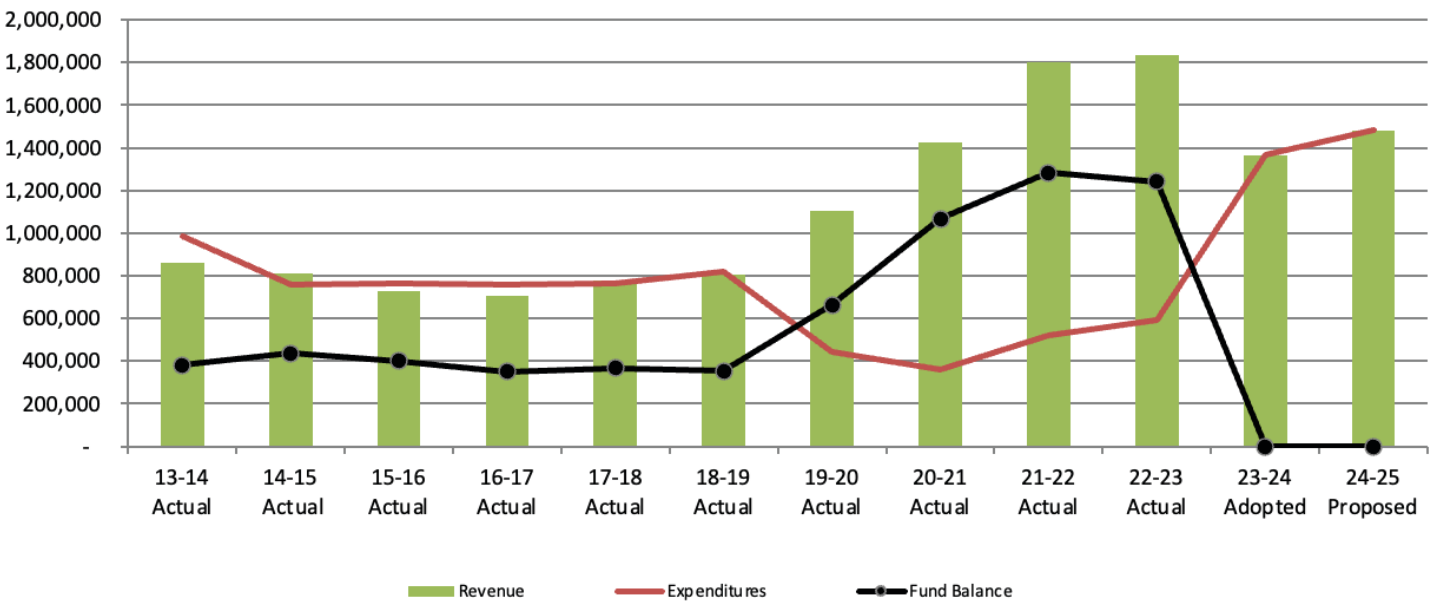
\$1,482,719



Associated Student Government Fund

The ASG Fund is a Fiduciary Fund. This fund accounts for the transactions and activities of the Associated Student Government. Athletics and co-curricular activities are included in this fund, in addition to funds generated from the rental of athletic facilities and associated expenses.

Actual			Budget		Difference	
2021-22	2022-23		Amended 2023-24	Proposed 2024-25	Proposed FY25 - FY24 \$	%
Resources:						
\$ 492,961	\$ 477,666	Student Activity Fees	\$ 482,106	\$ 517,839	\$ 35,733	7.4%
209,335	-	Government Funds	-	-	-	-
-	2,241	Other Income - Fundraising	4,400	4,400	-	-
13,635	-	Insurance Recoveries	-	-	-	-
13,607	52,383	Rentals Miscellaneous	50,000	50,000	-	-
3,603	17,392	Investment Earnings	4,000	16,000	12,000	300%
733,141	549,682	Total Revenues	540,506	588,239	47,733	8.8%
1,068,023	1,283,349	Beginning Fund Balance	824,299	894,480	70,181	8.5%
\$ 1,801,164	\$ 1,833,031	Total Resources	\$ 1,364,805	\$ 1,482,719	\$ 117,914	8.6%
Requirements:						
\$ 256,613	\$ 288,129	Personnel Services	\$ 441,244	\$ 417,800	\$ (23,444)	-5.3%
261,202	302,335	Materials and Services	527,237	491,608	(35,629)	-6.8%
-	-	Capital Improvements	150,824	268,000	117,176	77.7%
-	-	Contingency	245,500	305,311	59,811	24.4%
517,815	590,464	Total Requirements	1,364,805	1,482,719	117,914	8.6%
1,283,349	1,242,567	Ending Fund Balance	-	-	-	-
\$ 1,801,164	\$ 1,833,031	Total Requirements and Ending Fund Balance	\$ 1,364,805	\$ 1,482,719	\$ 117,914	8.6%





MT. HOOD
COMMUNITY COLLEGE

Appendix

Property Tax Levies and Collections - All Funds

Last Five Fiscal Years

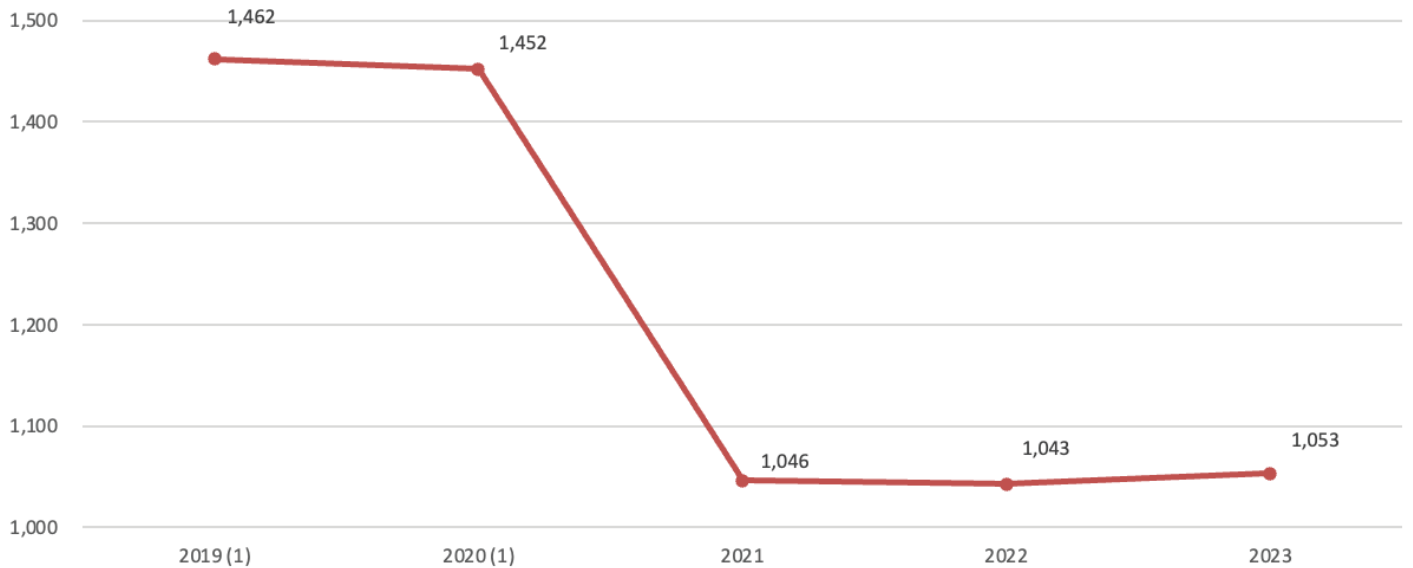
	(unaudited) (in \$thousands)				
	2019	2020	2021	2022	2023
Current tax levy as extended by assessor	\$ 13,341	\$ 13,772	\$ 14,441	\$ 14,822	\$ 15,475
Current tax collections	12,769	13,129	13,796	14,203	14,771
Current tax collected as percentage of current levy	95.7%	95.3%	95.5%	95.8%	95.5%
Delinquent tax collections	\$ 521	\$ 207	\$ 224	\$ 208	\$ 203
Total tax collections	\$ 12,351	\$ 13,336	\$ 14,020	\$ 14,411	\$ 14,974
Total tax collected as percentage of current levy	92.6%	96.8%	97.1%	97.2%	96.8%
Uncollected tax	\$ 392	\$ 392	\$ 379	\$ 373	\$ 398
Uncollected tax as percentage of current levy	2.9%	2.8%	2.6%	2.5%	2.6%

Sources: Multnomah County Department of Assessment and Taxation
 Clackamas County Department of Assessment and Taxation
 Hood River County Department of Records and Assessment
 TSCC Annual Report

Average Number of Employees

Last Five Fiscal Years

Employee Group	2019 ⁽¹⁾	2020 ⁽¹⁾	2021	2022	2023
Administration	27	25	27	27	25
Full Time Support Staff	456	470	456	459	445
Full Time Faculty	159	157	151	142	129
Part Time Faculty	326	291	200	197	225
Part Time Hourly	345	349	154	161	143
Students	149	160	58	57	86
Total	1,462	1,452	1,046	1,043	1,053



Note: Data is from the month of Oct for each year

Support Staff includes managers, classified and confidential positions.

(1) Updated Employee Counts 2016-2020

Source: MHCC Human Resource Department and FY23 Annual Comprehensive Financial Report

Salaries of Employees

	<u>Salary Range</u>	<u>Amount of Combined Salaries</u>
ADMINISTRATIVE & MANAGERS	\$69,805 - \$280,118	\$ 6,654,829
FULL-TIME FACULTY	\$63,780 - \$108,163	19,321,196
CLASSIFIED	\$35,081 - \$127,215	13,720,593
CONFIDENTIAL	\$52,090 - \$99,764	1,051,847
PART-TIME FACULTY		4,288,419
PART-TIME HOURLY		1,474,216
STUDENTS		346,526
		<u>\$ 46,857,626</u>

This schedule provides salary information for officers and employees required by ORS 294.352(5).

Historical and Projected Tuition and Fees

Projected and Last Four Fiscal Years Ended June 30

(Unaudited)

	2020 ⁽⁵⁾	2021 ⁽⁵⁾	2022 ⁽⁵⁾	2023 ⁽¹⁾	2024 ⁽¹⁾
General fund tuition per credit hour	\$ 115.00	\$ 118.00	\$ 118.00	\$ 120.00	\$ 122.00
Student activity fee per credit hour	4.25	4.25	4.25	4.25	4.25
Technology fee per credit hour	6.25	6.50	6.50	6.75	7.00
Instructional Access & Support Fee, per credit hour ⁽²⁾	-	-	3.50	3.50	3.50
Safety & Security Access Fee, per credit hour ⁽²⁾	-	-	3.50	3.50	3.50
College Service Fee, per credit hour ⁽²⁾	-	-	3.50	3.50	3.50
College service and access fee ⁽²⁾	88.00	88.00	-	-	-
Annualized student tuition ⁽³⁾	5,912	6,058	6,266	6,368	6,469
Total tuition and fees (in thousands)	\$ 21,423	\$ 21,507	\$ 16,449	\$ 16,698	\$ 18,015
Total SFTE ⁽⁴⁾	6,613.00	5,912.00	5,610.00	5,600.00	5,900.00
Unduplicated headcount	21,868	18,548	18,485	19,000	19,000

⁽¹⁾ Projected.

⁽²⁾ Fees are per term. College service fee is assessed to students registered for a minimum of one credit and the access fee is assessed to students registered for a minimum of two credits. The College service fee was first implemented in summer term 2010. The access fee was implemented in year 12-13. The fees changed to per credit hour in 2122. Safety & Security Access Fee replace the term Access fee. In 2122 the Instructional Access & Support Fee was implemented.

⁽³⁾ Annualized tuition and fees for an in-state student based on 15 credit hours per term for three terms (Fall, Winter and Spring).

⁽⁴⁾ Actual student full-time equivalent enrollment (SFTE) may vary based on insignificant post publishing variables.

⁽⁵⁾ Updated to Actual

Full-Time Equivalent Students

Last Five Fiscal Years

(Unaudited)

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Adult basic education	180	183	119	107	122
General equivalency diploma	105	36	31	41	40
Lower division transfer courses	3,566	3,123	2,630	2,326	2,267
Professional technical	2,823	2,459	2,593	2,534	2,574
Self improvement	73	69	36	54	57
All other reimbursable	863	685	473	516	694
Total reimbursable FTE	<u>7,610</u>	<u>6,555</u>	<u>5,882</u>	<u>5,578</u>	<u>5,754</u>
Non-reimbursable	90	58	18	32	46
Total FTE	<u>7,700</u>	<u>6,613</u>	<u>5,900</u>	<u>5,610</u>	<u>5,800</u>

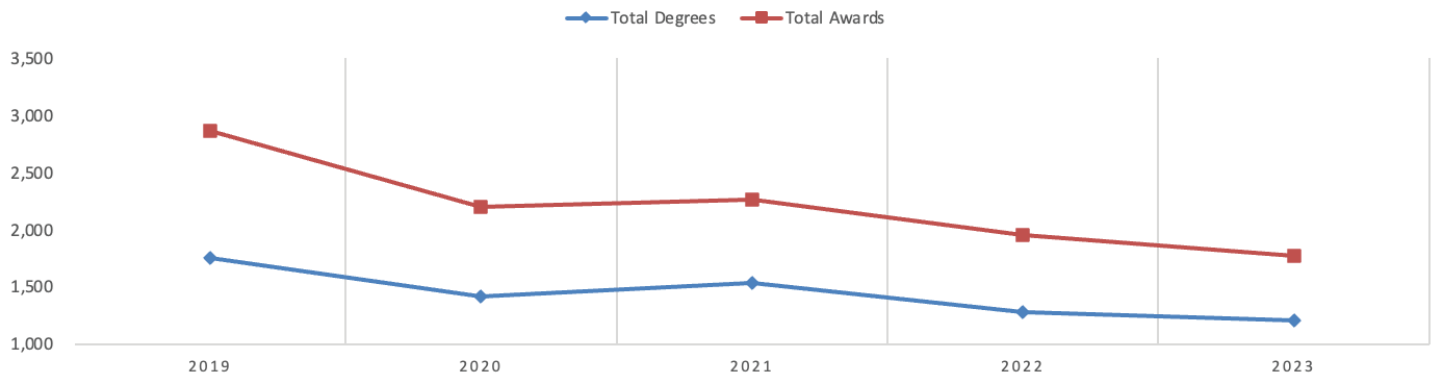
Degrees and Certificates Awarded

Last Five Fiscal Years Ended June 30

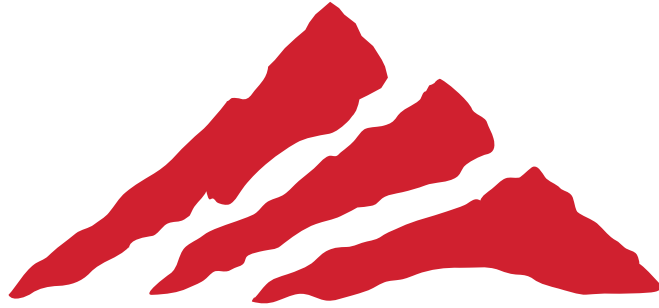
(unaudited)

	2019	2020	2021	2022	2023
Degrees					
Associate of Science	479	381	352	297	219
Associate of Science Oregon Transfer	67	31	41	27	12
Associate of Applied Science	441	392	419	331	375
Associate of Arts Oregon Transfer	329	251	233	216	214
Associate of General Studies	438	362	486	412	387
Total Degrees	1,754	1,417	1,531	1,283	1,207
Certificates					
Certificates (Less Than One Year)	193	134	203	130	122
	495	282	278	342	243
Total Certificates	688	416	481	472	365
Oregon Transfer Module	387	324	230	179	172
High School Completions	33	41	24	18	32
Total Awards	2,862	2,198	2,266	1,952	1,776

TREND OF DEGREES TO TOTAL AWARDS



Source: MHCC Analytics and Institutional Research (AIR)



MT. HOOD

COMMUNITY COLLEGE

This page intentionally left blank.

Extended Summary of Funds by Function

Actual			Budget		
2021-22	2022-23	Fund Title	Amended 2023-24	Proposed 2024-25	
General Fund (01)					
\$ 30,208,990	\$ 29,256,776	Instruction	\$ 32,551,545	\$ 35,283,155	
9,345,604	9,758,842	Instructional Support	11,341,898	12,028,982	
6,866,437	7,293,312	Student Services	8,410,196	9,229,276	
109,261	102,857	Community Services	114,800	117,704	
13,039,876	12,898,529	College Support Services	15,594,873	16,069,386	
5,173,661	5,261,490	Plant Operations and Maintenance	6,091,016	6,517,696	
2,571,574	2,969,451	Debt Service	2,660,906	3,363,716	
558,144	2,255,231	Plant Additions	318,750	375,796	
797,915	816,169	Financial Aid	1,101,534	1,054,268	
487,292	4,087,292	Transfers	487,292	497,000	
20,549,976	16,585,986	Contingency and Reserves	7,254,797	8,427,327	
89,708,730	91,285,935	Total	85,927,607	92,964,306	
Pension Bond Debt Service Fund (03)					
8,351,725	9,243,317	Debt Service	9,597,753	10,014,348	
58,891,741	-	College Support Services	-	-	
1,321,758	780,529	Contingency and Reserves	-	-	
68,565,224	10,023,846	Total	9,597,753	10,014,348	
Physical Plant Maintenance Fund (06)					
132,133	271,317	Plant Operations and Maintenance	150,000	175,000	
364,312	2,132,043	Plant Additions	1,597,500	1,833,000	
853,907	2,451,319	Contingency and Reserves	-	-	
1,350,352	4,854,679	Total	1,747,500	2,008,000	
Technology Projects Fund (07)					
797,288	937,233	College Support Services	1,995,612	1,921,194	
-	18,143	Debt Service	-	53,050	
34,994	39,084	Plant Additions	213,521	55,000	
1,361,732	1,545,894	Contingency and Reserves	-	-	
2,194,014	2,540,354	Total	2,209,133	2,029,244	
Capital Project Funds (08)					
-	-	Capital Improvements	-	6,000,000	
-	-	Total	-	6,000,000	
Student Aid & Scholarship Fund (10)					
21,860,684	17,045,919	Financial Aid	37,223,990	37,223,990	
20,262	47,541	Transfers	60,000	60,000	
24,065	10,334	Contingency and Reserves	-	-	
21,905,011	17,103,794	Total	37,283,990	37,283,990	

Actual		Budget			
2021-22	2022-23	Fund Title	Amended 2023-24	Proposed 2024-25	
Federal, State, and Special Projects Fund (16)					
\$ 31,595,935	\$ 34,261,276	College Support Services	\$ 39,350,000	\$ 52,000,000	
644,514	758,456	Debt Service	7,000,000	5,000,000	
964,227	4,762,876	Plant Additions	20,000,000	24,000,000	
53,846	78,026	Financial Aid	100,000	500,000	
9,342,474	10,968,063	Contingency and Reserves	1,010,000	1,010,000	
42,600,996	50,828,697	Total	67,460,000	82,510,000	
Bookstore Fund (40)					
253,967	56,637	Student Services	-	-	
16,887	599,222	Transfers	-	-	
655,723	-	Contingency and Reserves	-	-	
926,577	655,859	Total	-	-	
Aquatic Center Fund (42)					
132,608	766,367	Student Services	966,880	933,737	
-	95,861	Plant Additions	826,412	348,889	
1,195,961	876,539	Contingency and Reserves	-	-	
1,328,569	1,738,767	Total	1,793,292	1,282,626	
Clubs Fund (50)					
5,415	9,710	Student Services	165,000	165,000	
-	-	Plant Additions	5,000	5,000	
50,463	53,313	Contingency and Reserves	-	-	
55,878	63,023	Total	170,000	170,000	
Trusts Fund (51)					
150,083	249,963	Student Services	490,315	490,315	
-	-	Plant Additions	18,781	18,781	
690,479	723,710	Contingency and Reserves	-	-	
840,562	973,673	Total	509,096	509,096	
Associated Student Government Fund (52)					
517,815	590,464	Student Services	968,481	909,408	
-	-	Plant Additions	150,824	268,000	
1,283,349	1,242,567	Contingency and Reserves	245,500	305,311	
1,801,164	1,833,031	Total	1,364,805	1,482,719	
\$ 231,277,077	\$ 181,901,658	Total All Funds	\$ 208,063,176	\$ 236,254,329	

Extended Summary of Funds by Object

Actual		Budget		Fund Title
2021-22	2022-23	Amended 2023-24	Proposed 2024-25	
General Fund (01)				
\$ 56,459,939	\$ 56,205,027	\$ 63,385,343	\$ 68,787,125	Personnel Services
8,283,890	8,366,779	10,718,985	10,459,074	Materials & Services
558,144	2,255,231	318,750	375,796	Capital Improvements
2,571,574	2,969,451	2,660,906	3,363,716	Debt Service
797,915	816,169	1,101,534	1,054,268	Grants In Aid
487,292	4,087,292	487,292	497,000	Transfers
-	-	5,673,852	6,736,587	Contingency
20,549,976	16,585,986	1,580,945	1,690,740	Unappropriated Fund Balance
89,708,730	91,285,935	85,927,607	92,964,306	Total
Pension Bond Debt Service Fund (03)				
8,351,725	9,243,317	9,597,753	10,014,348	Debt Service
58,417,863	-	-	-	Personnel Services
473,878	-	-	-	Materials & Services
1,321,758	780,529	-	-	Unappropriated Fund Balance
68,565,224	10,023,846	9,597,753	10,014,348	Total
Physical Plant Maintenance Fund (06)				
132,133	271,317	150,000	175,000	Materials & Services
364,312	2,132,043	1,597,500	1,833,000	Capital Improvements
853,907	2,451,319	-	-	Unappropriated Fund Balance
1,350,352	4,854,679	1,747,500	2,008,000	Total
Technology Projects Fund (07)				
797,288	937,233	1,995,612	1,921,194	Materials & Services
-	18,143	-	53,050	Debt Service
34,994	39,084	213,521	55,000	Capital Improvements
1,361,732	1,545,894	-	-	Unappropriated Fund Balance
2,194,014	2,540,354	2,209,133	2,029,244	Total
Capital Projects Fund (08)				
-	-	-	6,000,000	Capital Improvements
-	-	-	6,000,000	Total
Student Aid & Scholarship Fund (10)				
232,322	325,158	833,990	833,990	Personnel Services
-	-	40,000	-	Materials and Services
21,628,362	16,720,761	36,350,000	36,390,000	Grants and Loans
20,262	47,541	60,000	60,000	Transfers
24,065	10,334	-	-	Unappropriated Fund Balance
21,905,011	17,103,794	37,283,990	37,283,990	Total

Actual		Budget		Fund Title	Amended 2023-24	Proposed 2024-25
2021-22	2022-23	2023-24	2024-25			
				Federal, State & Special Projects Fund (16)		
\$ 21,597,876	\$ 22,443,206	Personnel Services	\$ 25,850,000	\$ 34,000,000		
9,998,059	11,818,070	Materials and Services	13,500,000	18,000,000		
964,227	4,762,876	Capital Improvements	20,000,000	24,000,000		
644,514.00	758,456.00	Debt Service	7,000,000	5,000,000		
53,846.00	78,026.00	Grants in Aid	100,000	500,000		
-	-	Contingency	1,010,000	1,010,000		
9,342,474	10,968,063	Unappropriated Fund Balance	-	-		
42,600,996	50,828,697	Total	67,460,000	82,510,000		
				Bookstore Fund (40)		
166,128	55,023	Cost of Merchandise	-	-		
52,858	-	Personnel Services	-	-		
34,981	1,614	Materials and Services	-	-		
16,887.00	599,222	Transfers	-	-		
655,723	-	Unappropriated Fund Balance	-	-		
926,577	655,859	Total	-	-		
				Aquatic Center Fund (42)		
90,376	615,368	Personnel Services	854,574	822,237		
42,232	150,999	Materials & Services	112,306	111,500		
-	95,861.00	Capital Improvements	826,412.00	348,889		
1,195,961	876,539	Unappropriated Fund Balance	-	-		
1,328,569	1,738,767	Total	1,793,292	1,282,626		
				Clubs Fund (50)		
-	-	Personnel Services	11,210	11,210		
5,415	9,710	Materials & Services	153,790	153,790		
-	-	Capital Improvements	5,000	5,000		
50,463	53,313	Unappropriated Fund Balance	-	-		
55,878	63,023	Total	170,000	170,000		
				Trusts Fund (51)		
5,441	4,364	Personnel Services	83,096	83,096		
144,642	245,599	Materials & Services	407,219	407,219		
-	-	Capital Improvements	18,781	18,781		
690,479	723,710	Unappropriated Fund Balance	-	-		
840,562	973,673	Total	509,096	509,096		
				Associated Student Government Fund (52)		
256,613	288,129	Personnel Services	441,244	417,800		
261,202	302,335	Materials & Services	527,237	491,608		
-	-	Capital Improvements	150,824	268,000		
-	-	Contingency	245,500	305,311		
1,283,349	1,242,567	Unappropriated Fund Balance	-	-		
1,801,164	1,833,031	Total	1,364,805	1,482,719		
\$ 231,277,077	\$ 181,901,658	Total All Funds	\$ 208,063,176	\$ 236,254,329		

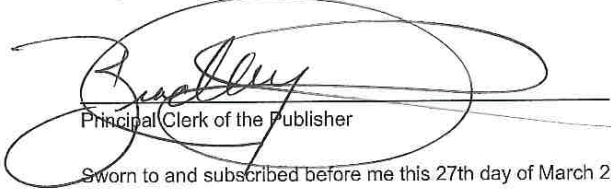


AD#: 0010840019

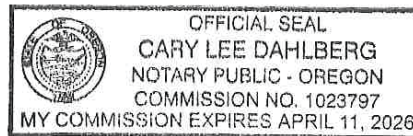
State of Oregon,) ss
County of Multnomah)

Bradley Dion being duly sworn, deposes that he/she is principal clerk of Oregonian Media Group; that Oregonian is a public newspaper published in the city of Portland, with general circulation in Oregon, and this notice is an accurate and true copy of this notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):


Oregonian 03/27/2024


Principal Clerk of the Publisher

Sworn to and subscribed before me this 27th day of March 2024




Notary Public



**MT. HOOD
COMMUNITY COLLEGE**

**NOTICE OF
BUDGET COMMITTEE MEETING**

A public meeting of the Budget Committee of the Mt. Hood Community College District, which encompasses parts of Multnomah, Clackamas and Hood River Counties, State of Oregon, for the fiscal year July 1, 2024 to June 30, 2025 will be held on April 3, 2024 at 6:00 p.m. in the Mt. Hood Community College Board Room, AC 2359, at 26000 SE Stark Street, Gresham, Oregon. An option to join the meeting by Zoom is also available. The purpose of this meeting is for the Budget Committee to receive the District's Proposed Budget and the President's Budget Message. Any person may attend either in person or through the Zoom Meeting to observe. No public comments will be accepted at this meeting. However, questions and comments from the public regarding the Proposed Budget are encouraged and will be accepted at the April 17, 2024 Budget Committee Meeting. A copy of the Proposed Budget may be viewed after April 3, 2024 on the Mt. Hood Community College website at <https://mhcc.edu/BudgetOffice/>. This notice can also be viewed at <https://mhcc.edu/News>.
Please click the link below to join the webinar:
<https://mhcc.zoom.us/j/91555140050?pwd=YmYyYzdhb3UzMmV0NkVraHVNaFF6Zz09>



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION D

DATE: *July 19, 2023*

ITEM TITLE: 5.1g D

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance and Administration* D

SUBJECT: APPOINTMENT OF A BUDGET OFFICER FOR 2024-2025 BUDGET

The first step in the budget process is the appointment of the budget officer. The Budget Officer, appointed by the board, is responsible for preparing the budget calendar, the proposed budget D document and publishing the notices of Budget Committee meetings.

In accordance with ORS 294.331, which directs the college “to designate a budget officer for the district who shall supervise the preparation of the annual school budget,” administration D recommends the appointment of Jennifer eMent as the 2024-2025 budget officer. D

RECOMMEN ATION:

To approve the appointment of Jennifer eMent as the budget officer for the 2024-2025 budget, in accordance with ORS 294.331. D



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: July 19, 2023

ITEM TITLE: 5.1h

CONTACT PERSON: Jennifer DeMent, Vice President, Finance and Administration

SUBJECT: APPROVE BUDGET CALENDAR FOR 2024-2025 BUDGET

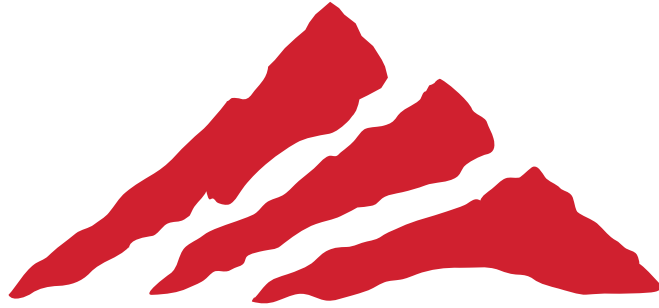
The budget calendar outlines the meetings schedule as well as the required elements of the process.

At a minimum, the following steps must be included in the calendar: x

1. Governing Body appoints Budget Officer.
2. Governing Body appoints Budget Committee Members. Note: MHCC Board acts as Budget Committee.
3. Budget Officer prepares Proposed Budget.
 - . Budget Officer publishes Notices of Budget Committee Meetings 3 days prior to the meeting or posts notice on district's web site.
 - . Budget Committee meets.
6. Budget Committee approves budget and establishes maximum property tax levy rate or dollar amount.
7. xApproved Budget filed with TSCC by May 1 .
8. Approved Budget Summary and Notice of Budget Hearing published 3 days prior to public hearing.
9. Tax Supervising & Conservation Commission (TSCC) Budget Hearing held with Governing Body. x
10. Governing Body adopts budget and enacts Resolutions, including response to TSCC Certification Letter by June 3 .
11. Adopted Budget and Certification Letter response filed with TSCC 1 days after adoption.
12. Levy Certification filed with assessor's office by July 15.
13. Budget document filed with county clerk by September 3 .

RECOMMENDATION:

Approve the budget calendar for the 2024-2025 budget. x



MT. HOOD

COMMUNITY COLLEGE

This page intentionally left blank.

FUNCTIONAL CLASSIFICATIONS OR SERVICE AREAS

Mt. Hood Community College expends funds for specific functions related to the mission, goals and objectives of the College. Those expenditures are defined by various functions, either academic instruction, or in support functions. Within the support functions, they are further defined as direct support of instruction or general operational support. Some of the financial tables present expenditures classified by these functions. The following descriptions are intended to assist in viewing those proposed expenditures.

Instruction

This category includes expenditures for all activities that are part of an institution's instruction program. Expenditures for credit and noncredit courses, lower division transfer, professional technical, remedial and tutorial instruction (Developmental Education) and regular, special and extension sessions should be included. Include that portion of expenditures directly attributable to department chairpersons and administrators when acting as an instructor. This category excludes expenditures for academic administration when the primary assignment is administration -- for example, academic deans.

Instructional Support

This category (formerly Academic Support) includes funds expended to provide support services for the institution's primary mission of instruction. It also includes expenditures for activities specifically designed and carried out to provide administrative and management support to the academic programs. It includes the expenditures for academic deans and office operations, library services and research and planning.

Community Services

This function (formerly Public Services) includes activities established primarily to provide non-instructional services beneficial to groups external to the institution. This includes such activities as concerts, plays, lectures, campus radio station, contributions to transportation systems and childcare provided for non-student members of the community.

Student Services

Includes funds expended for offices of admissions and the registrar and activities with the primary purpose of contributing to students' emotional and physical well-being and intellectual, cultural and social development outside the context of the formal instruction program. It includes expenditures for student activities, cultural events, student newspapers, intramural athletics, student organizations, intercollegiate athletics (if the program is operated as an integral part of the department of physical education and not as an essentially self-supporting activity), counseling and career guidance (excluding informal academic counseling by the faculty), student aid administration and student health service (if not operating as an essentially self-supporting activity).

College Support Services

This function (formerly Institutional Support) includes expenditures for activities concerned with management and long-range planning for the entire institution, such as the governing board, planning, programming and legal services; fiscal operations, investments, administrative computing, space management, employee personnel and records;

logistical activities that provide procurement, storerooms, safety, security, printing and transportation services to the institution; support services to faculty and staff that are not operated as auxiliary enterprises; and activities concerned with community and alumni relations, including development and fundraising.

Facilities Management

Facilities Management includes those expenditures required in the upkeep, improvements, expansion, and acquisition of buildings, grounds and other facilities required to operate the College.

Components of Ending Fund Balance

Contingency

A non-spendable account which under Local Budget Law may be accessed during the fiscal year to transfer appropriations to a spendable category account, when the need for such appropriations is approved by the Board of Education.

Unappropriated Fund Balance

A non-spendable account from which under Oregon Local Budget Law no appropriation can be transferred. The amount budgeted at adoption of the annual budget will be maintained for the fiscal year period.

Ending Fund Balance

The cumulative excess of revenues over expenditures since the beginning of a fund. The best possible estimates of available Fund Balances will be used when proposing and adopting annual budgets, allowing the most realistic estimate of resources to be used when establishing service priorities for the ensuing fiscal year.

OBJECT CLASSIFICATIONS

Mt. Hood Community College expends funds for specific items in the execution of the goals and objectives of the College. Those expenditures are defined by various object classifications that define the items on which the expenditure was made. The following descriptions are intended to assist in viewing those proposed expenditures.

Personnel Services

Personnel services includes salaries, payroll taxes, fringe benefits and miscellaneous costs associated with salary expenditures, such as overtime. Federal program employees and part-time employees are included when figuring personnel services. A total amount for all personnel services must be shown for each organizational unit or program, along with the estimated number of full-time equivalent employees (FTE) ORS 294.388(5).

Materials and Services

Materials and services include a variety of expenditures such as materials (office supplies), equipment that falls below the district's threshold for capital outlay, contractual services and other charges (utilities, education and travel). Estimates should be detailed and itemized to disclose all proposed expenditures.

Capital Improvements

Capital improvements includes expenditures for land, buildings, improvements, machinery or equipment with a useful life of greater than one year and a single item cost that exceeds the district's threshold for capitalization (\$5,000). For purposes of estimating expenditures, only a single number for capital is required. There is no need to break out the individual components.

Expenditures for Debt Service

Estimated expenditures for paying principal and interest on debt incurred by the district are shown with separate estimates for each principal and interest payment by bond issue or borrowing. Each bond issue or borrowing is identified by both the issue date and the exact payment date.

Appropriation

The legal authorization to spend and collect funds. The Board of Directors adopts a Resolution and Order setting budget appropriations for the ensuring year. Expenditures cannot legally exceed appropriations, and appropriations lapse at the end of the fiscal year.

Assessed Value (AV): The value of a property, as determined by the Department of Assessment and Taxation Audit: The annual review and report of the financial status and procedures of the College, performed by an outside auditor. The report addresses the financial condition of each Fund and compares actual expenditure and revenues to budgeted amounts. The audit also reviews procedures for compliance with statutes

Board of Education: The local governing body of the college

Bonded Debt: Debt which is in the form of General Obligation or Revenue Bonds. Repayment is made by revenues from tax collections and operating revenues.

Budget Committee: The Board of Directors, which reviews the Proposed Budget. Their action on the Proposed Budget results in the Approved Budget.

Budget Phases:

Local Budget Law and College procedures require that the adopted budget for each fiscal year be the result of a three-step process that requires input by the Board of Directors, the Budget and Policy Advisory Committee, management, and citizens before final appropriations are authorized. These three steps include:

Proposed Budget- The document developed by College management based on requests for programs and appropriations from staff and reviews by the Budget Committee in a public hearing(s)

Approved Budget- The Proposed Budget is reviewed, modified, and developed into the Approved Budget, which then is submitted to the Board of Directors for adoption following additional public hearing(s).

Adopted Budget- The acceptance of the Approved Budget authorizes actual appropriations. Rates and charges and other specific actions are adopted by the Board, in addition to the Budget Resolution

Capital Threshold: The point at which equipment and improvements are capitalized as an asset of the College on the financial statements. Equipment costing over \$5,000 is capitalized, and buildings and improvements costing over \$50,000.

Classified: Employees in the defined in the classified bargaining agreement. Excludes those exempt from the overtime provisions of the Fair Labor Standards Act; faculty; those working less than half-time; and certain grant-funded employees.

COLA: Cost of living allowance, a periodic increase in wage rates to allow for inflation.

College Budget Planning Committee: An internal advisory group consisting of College leadership staff to provide insight, perspectives, and ideas to the President concerning strategic planning, budget priorities and opportunities, and to integrate the College Educational Master Plan into planning for the “next biennium” and “next year” College budget.

Confidential: Non-represented employees, excluded from the classified bargaining unit because of the nature of their work.

Course fees: Course fees cover the costs beyond the normal classroom to ensure a competitive and quality program.

Debt service: Principal and interest payments on long-term debt.

Expenditure: An expense made by the College for any purpose.

Financial Aid: Money to help for college or career school. Grants, work-study, loans, and scholarship help make college or career school affordable.

Fiscal Year: The period from July 1 to the following June 30.

Fixed asset: An item with a useful life of more than one year and a cost of \$5,000 or more. Fixed assets include land, buildings and improvements, equipment, and vehicles.

Fringe Benefit: A benefit supplementing an employee’s salary and wages.

Function: The second segment of the account number is the four-digit function code. A function is a grouping of expenditures by area or department for budgetary control purposes.

Fund: a segregated accounting entity with a self-balancing set of accounts used to record financial resources, expenses, operating activities and liabilities. Funds are used to monitor resources (i.e. property tax resources) and expenses for specific purposes.

Fund Balance: In the case of funds subject to budgetary accounting, "Fund Balance" represents the excess of the fund's assets and estimated revenues for the period over its liabilities, reserves, and appropriations for the period

Grant: A donation or contribution of cash by a third party

MHCC: Mt Hood Community College

Non-Credit Enrollment: Students enrolled only in non-credit courses or for whom non-credit classes constitute the majority of their course load.

Object Code: The accounting category to which an expenditure or revenue should be charged. (e.g. Travel)
Professional Technical (or Vocational Education): Courses designed to build skills and knowledge which will qualify the student for employment in business and industry. It includes courses designated as Vocational Preparatory (entry level skills), Vocational Supplementary (skills upgrading), and Apprenticeship.

Program: A group of related activities aimed at accomplishing a major service or function for which the College is responsible

Project: An alpha and or numeric code segregating resources and expenditures across funds, departments, and functions across the organization.

Revenue – General Fund (01): The gross receipts and receivables derived from taxes, tuition fees, State shared revenues, and from all other sources, but excluding appropriations, allotments, and return of principal from investment of surplus funds.

State Support includes funds received through the Community College Support Fund allocated to each of the 17 community colleges in Oregon. Funding allocations are based on student full-time equivalent (SFTE) and a growth management component. The amount budgeted for 2023-2024 reflects Mt. Hood's estimated share of the biennial state support amount.

Property Taxes include current and prior year taxes assessed at a permanent rate of .4917 per \$1,000 of assessed value for Multnomah, Clackamas and Hood River Counties. Current year property taxes are a component in the community college revenue allocation formula for State Support.

Tuition and Fees include all tuition, course fees, and instructional service fees. Tuition for 2023/24 is \$122.00 per credit

hour recorded in the General Fund. A technology fee of \$7.00 per credit hour and an Associated Student Government (ASG) fee of \$4.25 per credit hour are in addition to the tuition rate and recorded in separate funds. A College Service Fee of \$3.50, Safety and Security Access Fee of \$3.50 and Instructional Access Fee of \$3.50 are all assessed on a per credit basis in addition to the tuition rate up to 15 credits.

Federal Grants include lost revenue due to decreased enrollment and other items related to COVID-19.

Other Revenues include rental charges, interest earnings, grant and foundation indirect cost recoveries, transfers in and sales revenue.

STEM: Science, Technology, Engineering and Mathematics.

Tax Supervising Conservation Commission: The Multnomah County Tax Supervising and Conservation Commission is an independent, impartial panel of citizen volunteers established to monitor the financial affairs of local governments in the county with over 200,000 constituents. The commission is comprised of five commissioners, appointed by the governor to four-year terms. The commissioners direct the commission’s affairs and serve without compensation. The Tax Supervising and Conservation Commission protects and represents the public interest, ensures public agencies operating within Multnomah County are compliant with local budget law, promotes economy and efficiency within those local agencies, and provides advice and assistance throughout the budget process.

Technology fee: This fee supports technology for student use.

Transfers: Movement of resources between funds, with no expectation of repayment.

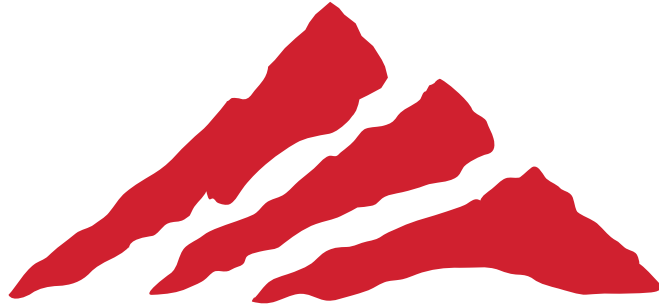
Tuition: Tuition is used as a means to transfer a portion of the costs of education to the user. Tuition revenue is intended to cover the student share of the instructional and facilities costs of normal classes taught in standard classrooms.

WIOA: Workforce Innovation and Opportunity Act. Federal program designed to help job seekers access employment, education, training, and support services, and match employers with skilled workers. The College receives grant funds for workforce development programs under this program.

Acronyms

AAOT	Associate of Arts
ABAM	Annual Blanket Authorization for Mileage
ABE	Adult Basic Education
ABS	Adult Basic Skills
ACT	American College Testing
ADA	Americans with Disabilities Act
AGS	Associate of General Studies
AIR	Analytics & Institutional Research
AR	Administrative Regulation
AS	Associate of Science
ASOT	Associate of Science Oregon Transfer degree
CCR&R	Child Care Resource & Referral
CCWD	Department of Community College & Workforce Development
CDFS	Child Development and Family Support
CEA	Classified Employee Association
CIS	Computer Information System
COMPASS	Comprehensive, computer-adaptive testing system for class placement
CPCC	Career Planning and Counseling Center
CTE	Career and Technical Education
DEI	Diversity, Equity, and Inclusion
DL	Distance Learning
EAC	Educational Advisory Council
EFB	Ending Fund Balance
FRBD	FACULTY RESOURCE DEVELOPMENT BOARD
FERPA	Federal Educational Rights and Privacy Act
FTE	Full Time Equivalent position
GAAP	Generally accepted accounting principles.
GASB	The Governmental Accounting Standards Board, the body which sets GAAP for municipal entities.
GED	General Education Diploma
GF	General Fund
HECC	Higher Education Coordinating Council
HR	Human Resources
LDT	Lower Division Transfer
NCRC	National career readiness certificate.
NWCCU	Northwest Commission on Colleges and Universities, the accreditation agency for the college.
OEBB	Oregon Educators Benefit Board
OJT	On-the-job training.
OPB	Oregon Public Broadcasting

PERS	Oregon Public Employees Retirement System.
PTF	Part-time faculty.
SBA	Small Business Administration
TAAR	Travel Authorization and Account Report
TLC	Teaching and Learning Centers or Community
TRIO	Federal Grant from US Department of Education for low income, first generation, migrants, and disabled students
TSCC	Multnomah County Tax Supervising and Conservation Commission
UTA	Utility Training Alliance.
WIOA	Workforce Innovation and Opportunity Act. Federal program designed to help job seekers access employment, education, training, and support services, and match employers with skilled workers. The College receives grant funds for workforce development programs under this program.



MT. HOOD

COMMUNITY COLLEGE

This page intentionally left blank.



MT. HOOD

COMMUNITY COLLEGE

MHCC is an EEO, Title IX, Title VI, Title VII, Title II, Section 504, ADA, ORS 659A Institution.