

Electronic versions of this report are provided for information only and for the convenience of the reader. While reasonable efforts have been made to ensure the integrity of electronic statements, they should not be relied on. A copy of the printed financial statements will be provided upon written request made to: Howard Community College, 10901 Little Patuxent Parkway, Columbia, Maryland 21044: Attention: The office of the Vice-President of Administration and Finance.

**ANNUAL FINANCIAL REPORT TO THE
MARYLAND HIGHER EDUCATION COMMISSION
FROM HOWARD COMMUNITY COLLEGE**

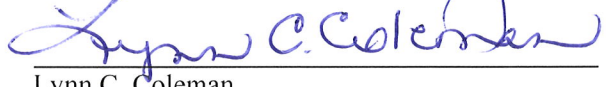
**Annual Financial Report Together with
Report of Independent Public Accountants**

For the Fiscal Year Ended June 30, 2018


Prepared by:




Dr. Kathleen B. Hetherington
President



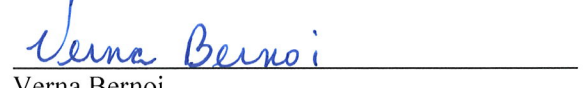
Lynn C. Coleman
Vice President of Administration and Finance




Janet L. Cullison
Associate Vice President of Finance



Chris Heston
Associate Vice President of Finance



Verna Bernoi
Director of Budget and Finance



Minah Woo
Associate Vice President
Continuing Education/Workforce Development



Yonas Berhane
Associate Director of Institutional Research
and Organizational Development



JUNE 30, 2018

CONTENTS

REPORT OF INDEPENDENT PUBLIC ACCOUNTANTS	1
---	----------

FINANCIAL STATEMENTS

Summary Statement of Revenue	3
Summary Statement of Current General Funds	4
Educational and General Expenditures of the Unrestricted Current Fund by Function and Object	5
Summary Statement of Education and General Expenditures by Fund and Object Classification, Unrestricted Current and Restricted Current Funds	6

SUPPLEMENTAL SCHEDULES

Computation of Adjusted Cost Per Full-Time Equivalent and Percent of Local Contribution	7
Summary of Full-Time Equivalent Students and Student Tuition and Fees	8
Summary of Restricted Federal Grant Programs	9
Summary of Restricted State Grant Programs	10
Summary of Restricted Local Grant Programs	11
Summary of Other Sources of Unrestricted Current General Revenue	12
Reconciliation of State Aid	13
Reconciliation of Maryland Full-Time Equivalent Students	14
Student – Faculty Ratio (Credit Courses Only)	15
Funding of Manpower Shortage Program	16
Funding of ESOL Grant Program	17
Retirement System Payments To/From MHEC	18
CC-4 Reconciliation	19
Note to the Annual Report	20



REPORT OF INDEPENDENT PUBLIC ACCOUNTANTS

To the Board of Trustees
Howard Community College

Report on the Financial Statements

We have audited the accompanying financial statements included in the Annual Financial Report to the Maryland Higher Education Commission (MHEC-CC-4) of Howard Community College (the College) for the year ended June 30, 2018, listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements, enrollment data, and the supplemental schedules in accordance with financial reporting provisions of Maryland Higher Education Commission and the laws and regulations contained in Title 16 of the Education Article of the Annotated Code of Maryland and Title 13B.07.03 of the Code of Maryland Regulations. Our responsibility is to express an opinion on these financial statements and supplemental schedules based on our audit. Management is also responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the revenue and expenditures of the unrestricted current fund and the restricted current fund, and the enrollment data of Howard Community College for the year ended June 30, 2018, in accordance with the financial reporting provision of Maryland Higher Education Commission and the laws and regulations contained in Title 16 of the Education Article of the Annotated Code of Maryland and Title 13B.07.03 of the Code of Maryland Regulations. In our opinion, the principles governing the interrelationship between the unrestricted current general fund and expenditures result in the fair presentation of the unrestricted current general fund revenues and expenditures.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. As described in Note 1 to the financial statements, the financial statements are prepared by the College on the basis of the financial reporting provisions prescribed and permitted by the Maryland Higher Education Commission and the laws and regulations contained in Title 16 of the Education Article of the Annotated Code of Maryland and Title 13B.07.03 of the Code of Maryland Regulations, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of Maryland. Our opinion is not modified with respect to this matter.

Restricted Use

This report is intended solely for filing with Maryland Higher Education Commission, and is not intended to be and should not be, used for any other purpose.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements included in the MHEC-CC-4 Annual Financial Report. The supplemental information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing principles applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information is fairly stated in all material respects in relation to the financial statements as a whole.

The accompanying supplemental information of the full-time equivalent (FTE) enrollment data shown on pages 7, 8, 14, 15 and 17, is the responsibility of management and derived from and relates directly to the College's enrollment data. This supplemental information is presented in accordance with instructions set forth in Title 13B.07.03.02C, inclusive, of the Code of Maryland Regulations and in our opinion, are fairly stated in all material respects when considered in relation to the financial statements taken as a whole.

Hunt Valley, Maryland
September 21, 2018

SB & Company, LLC

HOWARD COMMUNITY COLLEGE

Summary Statement of Revenue For Fiscal Year Ended June 30, 2018

Revenue Source	Unrestricted Current Fund	Restricted Current Fund	Total Revenue
Student Tuition and Fees:			
1. Credit	\$ 34,344,490	\$ -	\$ 34,344,490
2. Noncredit	5,908,435	-	5,908,435
3. Total Student Tuition and Fees	40,252,925	-	40,252,925
Governmental:			
4. Federal	-	13,097,352	13,097,352
5. State	17,980,225	1,697,400	19,677,625
a. Regional Higher Education Center (Laurel College	160,043	-	160,043
b. Maryland Excel's Program (Children's Learning C	22,950	-	22,950
6. Local			
a. Operating Appropriations	33,965,130		33,965,130
b. County paid OPEB contribution	400,511		400,511
c. Other County Funding (describe below)			
i. Cable Grant	-	120,000	120,000
ii. Cable Grant - Equipment	-	50,000	50,000
iii. DLLR CNA/PCT	-	7,572	7,572
iv. GTV - Howard County	-	100,000	100,000
v. Howard County Getting Ahead	-	7,000	7,000
d. County in-kind rent	1,158,000	-	1,158,000
7. Total Governmental	53,686,859	15,079,324	68,766,183
8. Total Sales and Services of Educational Activities (Auxiliary Enterprises)	1,475,011	-	1,475,011
Other:			
9. Gifts/Grants (Explained on Exhibit X)	217,273	195,956	413,229
10. Other - Miscellaneous (Explain on Exhibit X)	2,123,207	-	2,123,207
11. Total Other	2,340,480	195,956	2,536,436
12. Total Revenue	\$ 97,755,275	\$ 15,275,280	\$ 113,030,555

The accompanying note is an integral part of this statement.

HOWARD COMMUNITY COLLEGE

Summary Statement of Current General Funds For Fiscal Year Ended June 30, 2018

	<u>Unrestricted Current General Fund</u>	<u>Restricted Current Fund</u>
Revenue:		
1. Total Revenue (Per Line 12, Exhibit I)	\$ 97,755,275	\$ 15,275,280
Expenditures:		
Instruction	47,244,220	2,122,000
Research	-	-
Public Service	637,012	214,730
Academic Support	5,968,065	249,943
Student Services	9,962,042	572,194
Institutional Support	15,924,105	-
Operation and Maintenance of Plant	11,670,761	-
Scholarships and Fellowships	2,057,142	12,373,952
2. Total Education and General Expenditures	93,463,347	15,532,819
3. Total Mandatory Transfers	47,261	(47,261)
4. Total Educational and General Expenditures and Mandatory Transfers	93,510,608	15,485,558
5. Total Auxiliary Enterprises	2,648,764	3,618
6. Total Other Transfers	(1,374,052)	3,949
7. Total Expenditures, Transfers and Auxiliary	<u>\$ 94,785,320</u>	<u>\$ 15,493,125</u>

The accompanying note is an integral part of this statement.

HOWARD COMMUNITY COLLEGE

Educational and General Expenditures of the Unrestricted Current Fund by Function and Object For Fiscal Year Ended June 30, 2018

Acct. No.	Object Classification	Instruction	Research	Public Service	Academic Support	Student Services	Institutional Support	Operation and Maintenance of	Scholarships	Total
5XXX	Compensation (including Fringe Benefits)	\$ 40,778,561	\$ -	\$ 565,836	\$ 4,042,412	\$ 9,079,725	\$ 9,167,247	\$ 5,729,844	\$ -	\$ 69,363,625
60XX	Contracted Services	2,769,309	-	36,590	1,151,909	327,196	4,262,421	2,954,971	-	11,502,396
61XX	Supplies and Materials	1,344,525	-	9,181	101,114	246,823	258,219	540,906	-	2,500,768
62XX	Communications	115,082	-	1,455	15,823	32,611	322,231	30,662	-	517,864
63XX	Conferences/Meetings	535,126	-	16,231	67,469	171,040	364,348	64,576	-	1,218,790
64XX	Grants/Subsidies	-	-	-	-	-	-	-	2,057,142	2,057,142
65XX	Utilities	-	-	-	-	-	-	1,726,061	-	1,726,061
66XX	Fixed Charged - Insurance	-	-	-	-	-	332,537	350,740	-	683,277
68XX	Bad Debt Expense	-	-	-	-	-	638,991	-	-	638,991
69XX	Open (specify below)	-	-	-	-	-	-	-	-	-
7XXX	Furniture and Equipment	1,701,617	-	7,719	589,338	104,647	578,111	273,001	-	3,254,433
		\$ 47,244,220	\$ -	\$ 637,012	\$ 5,968,065	\$ 9,962,042	\$ 15,924,105	\$ 11,670,761	\$ 2,057,142	\$ 93,463,347

The accompanying note is an integral part of this statement.

HOWARD COMMUNITY COLLEGE

**Summary Statement of Education and General Expenditures by Fund and
Object Classification, Unrestricted Current and Restricted Current Funds
For Fiscal Year Ended June 30, 2018**

<u>Acct. No.</u>	<u>Object Classification</u>	<u>Adjusted Unrestricted Current Fund</u>	<u>Adjusted Restricted Fund</u>	<u>Total Expenditures</u>
5XXX	Compensation (including Fringe Benefits)	\$ 69,363,625	\$ 2,442,403	\$ 71,806,028
60XX	Contracted Services	11,502,396	127,140	11,629,536
61XX	Supplies and Materials	2,500,768	231,177	2,731,945
62XX	Communications	517,864	663	518,527
63XX	Conferences/Meetings	1,218,790	113,117	1,331,907
64XX	Grants/Subsidies	2,057,142	12,373,953	14,431,095
65XX	Utilities	1,726,061	-	1,726,061
66XX	Fixed Charged - Insurance	683,277	-	683,277
68XX	Bad Debt Expense	638,991	-	638,991
69XX	Other	-	-	-
7XXX	Furniture and Equipment (including Library Books)	3,254,433	244,366	3,498,799
	Total Expenditures	93,463,347	15,532,819	108,996,166
	Total Mandatory Transfers	47,261	(47,261)	-
	Total Expenditures and Mandatory Transfers	<u>\$ 93,510,608</u>	<u>\$ 15,485,558</u>	<u>\$108,996,166</u>

The accompanying note is an integral part of this note.

HOWARD COMMUNITY COLLEGE

Computation of Adjusted Cost Per Full-Time Equivalent And Percent of Local Contribution For Fiscal Year Ended June 30, 2018

The finalized State aid adjustment or payment for the fiscal year will be made with the November State aid payment. Certification will be made to the respective political subdivisions based on the following information

1 Total Unrestricted Current General Fund Operating Expenditures (From Exhibit II, Line 4)	<u>\$ 93,510,608</u>																												
2 Subtract any expenditures included in number 1 above which do not fall within the definition of Unrestricted Current General Operating Expenditures. List and specify items below. Indicate objects and functions in which these expenditures are shown on Exhibit III and IV.																													
<table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Item</th> <th style="text-align: left; border-bottom: 1px solid black;">Object</th> <th style="text-align: left; border-bottom: 1px solid black;">Function</th> <th style="text-align: right; border-bottom: 1px solid black;">Amount</th> </tr> </thead> <tbody> <tr> <td>a) Compensated absence</td> <td>59XXX</td> <td>Various</td> <td style="text-align: right;">\$ 110,808</td> </tr> <tr> <td>b) Pension expense</td> <td>59XXX</td> <td>Plant</td> <td style="text-align: right;">(203,739)</td> </tr> <tr> <td>c) OPEB expense</td> <td>59XXX</td> <td>Various</td> <td style="text-align: right;">1,516,240</td> </tr> <tr> <td>d) Cultural, community & other</td> <td>Various</td> <td>Various</td> <td style="text-align: right;">1,370,795</td> </tr> <tr> <td>e) Scholarships</td> <td>64XX</td> <td>Scholarships</td> <td style="text-align: right;"><u>2,057,142</u></td> </tr> <tr> <td colspan="3">Total Deductions</td> <td style="text-align: right;"><u>\$ 4,851,246</u></td> </tr> </tbody> </table>	Item	Object	Function	Amount	a) Compensated absence	59XXX	Various	\$ 110,808	b) Pension expense	59XXX	Plant	(203,739)	c) OPEB expense	59XXX	Various	1,516,240	d) Cultural, community & other	Various	Various	1,370,795	e) Scholarships	64XX	Scholarships	<u>2,057,142</u>	Total Deductions			<u>\$ 4,851,246</u>	
Item	Object	Function	Amount																										
a) Compensated absence	59XXX	Various	\$ 110,808																										
b) Pension expense	59XXX	Plant	(203,739)																										
c) OPEB expense	59XXX	Various	1,516,240																										
d) Cultural, community & other	Various	Various	1,370,795																										
e) Scholarships	64XX	Scholarships	<u>2,057,142</u>																										
Total Deductions			<u>\$ 4,851,246</u>																										
3 Adjusted Unrestricted Current Operating Expenditures (Line 1 less sum of 2a thru 2c)	<u>\$ 88,659,362</u>																												
4 Total FTE students for fiscal year (From Exhibit VI)	<u>8,027.84</u>																												
5 Total Adjusted Unrestricted Current Operating Expenditures divided by Total FTE students (yields adjusted cost per FTE)	<u>\$ 11,044</u>																												
6 Total Maryland eligible FTE students (From Exhibit VI)	<u>7,347.22</u>																												
7 State aid paid fiscal year ending June 30, 2018 (Exclude State paid benefits) (Complete Exhibit XI) (Based on two prior years audited FTEs)	<u>\$ 17,821,219</u>																												
8 Total Local Contribution	<u>\$ 33,965,130</u>																												
9 Percentage of adjusted Unrestricted Current Expenditures contributed by the local political subdivision (Line 8 divided by Line 3) *	<u>38.3%</u>																												

* Regional community colleges must supply this information for each county supporting the college.

NOTE: Do not include State paid benefits; reconcile to the financial statements on separate page.

HOWARD COMMUNITY COLLEGE

**Summary of Full-Time Equivalent Students and Students Tuition and Fees
For Fiscal Year Ended June 30, 2018**

	<u>FTE Students</u>	<u>Student Tuition and Fees</u>
Eligible Students		
In-County	4,488.07	\$ 21,590,094
Out of County	1,462.83	9,965,696
Noncredit	1,396.32	4,613,950
Total Eligible Students	<u>7,347.22</u>	<u>\$ 36,169,740</u>
Ineligible Students		
Credit		
Out of State	274.34	\$ 2,777,181
Other	14.53	11,519
Noncredit		
Out of State	235.53	778,277
Other	156.22	516,208
Total Ineligible Students	<u>680.62</u>	<u>4,083,185</u>
Total Students	<u>8,027.84</u>	<u>\$ 40,252,925</u>

HOWARD COMMUNITY COLLEGE

Summary of Restricted Federal Grant Programs For Fiscal Year Ended June 30, 2018

Program Title	June 30, 2017			June 30, 2018
	Balance	Revenue	Expenditures	Balance
Federal Supplemental Educational Opportunity Grants	\$ -	\$ 172,293	\$ 172,293	\$ -
Federal Work-Study Program	-	160,914	160,914	-
Federal Work-Study Program- prior year	-	6,377	6,377	-
Federal Pell Grant Program	-	10,617,520	10,617,520	-
Federal Pell Grant Program - Prior year FY17	-	181,897	181,897	-
Federal Student Support Services Program - Current Year FY18	-	300,910	300,511	399
Federal Student Support Services Program - prior year FY17	-	50,349	50,349	-
NSF STEM Scholarships for Community College Students	-	96,064	96,064	-
NSA STARTALK - Intensive Language Learning Experience - 2018	-	8,520	8,520	-
NSA STARTALK - Intensive Language Learning Experience - 2017	-	82,867	82,867	-
Consolidated Adult Ed & Family Literacy Services Grant	-	408,186	408,186	-
Perkins Career & Technical Education Grant FY18 & FY17	-	352,439	352,439	-
Childcare Career and Professional Development Fund FY18	-	166,622	166,622	-
Career and Technical Education - CCNA	-	14,004	14,004	-
Career and Technical Education - Java	-	14,189	14,189	-
Career and Technical Education - Accounting	-	14,496	14,496	-
Career and Technical Education - Office Technology	-	11,135	11,135	-
DOL TAACCT Cyber-Technology Pathways Across Maryland	484	297,090	297,574	-
First in the World - Maryland Mathematics Reform Initiative	-	30,135	30,135	-
Maryland Suicide Prevention & Early Intervention Network (SPIN)	-	2,835	2,835	-
Maryland Suicide Prevention & Early Intervention Network (SPIN)	-	4,539	4,539	-
NSF - ATE	-	96,869	96,869	-
NSF - LSAMP	-	7,102	7,102	-
Total Federal	\$ 484	\$ 13,097,352	\$ 13,097,437	\$ 399

HOWARD COMMUNITY COLLEGE

Summary of Restricted State Grant Programs For Fiscal Year Ended June 30, 2018

Program Title	June 30, 2017 Balance	Revenue	Expenditures	June 30, 2018 Balance
MSDE Prekindergarten Expansion Grant FY18	\$ -	\$ 47,233	\$ 47,233	\$ -
MSDE Prekindergarten Expansion Grant FY17	-	9,571	9,571	-
ESOL For-Credit Enrollment-based Grant	-	59,016	55,767	3,249
Nurse Support Program II - Military to Associate Degree Pathway	185,097	-	184,267	830
MHEC - Health Personnel Shortage Incentive Grant - Associate Degree Nursing	40,517	-	40,517	-
MHEC - Health Personnel Shortage Incentive Grant - Radiologic Technology	4,471	-	4,471	-
Adult Ed & Family Literacy - Literacy Works Grant	-	188,010	188,010	-
ESOL Non-Credit Enrollment-based Grant	-	467,048	467,048	-
Adult Ed & Family Literacy External Diploma Grant	-	23,126	23,126	-
DLLR Employment Advancement Right Now (EARN) - Continuation Grant	40,082	-	40,082	-
MD Disabilities - Project Access Career Exploration	4,955	-	1,976	2,979
MD State Scholarship Program	5,368	630,220	613,210	22,378
MD Part-time Student Grant Program	72,681	216,776	287,811	1,646
MD Campus Based Educational Assistance (EA) Grant	-	56,400	56,400	-
Total State	\$ 353,171	\$ 1,697,400	\$ 2,019,489	\$ 31,082

HOWARD COMMUNITY COLLEGE

Summary of Restricted Local Grant Programs For Fiscal Year Ended June 30, 2018

<u>Program Title</u>	<u>July 1, 2017</u> <u>Balance</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>June 30, 2018</u> <u>Balance</u>
GTV Programming Grant	\$ -	\$ 120,000	\$ 120,000	\$ -
DLLR CNA/PCT	-	7,572	7,572	-
Cable Television Equipment Grant	-	50,000	43,181	6,819
GTV - Howard County	-	100,000	-	100,000
Getting Ahead Program Grant	-	7,000	7,000	-
Total Local	<u>\$ -</u>	<u>\$ 284,572</u>	<u>\$ 177,753</u>	<u>\$ 106,819</u>

HOWARD COMMUNITY COLLEGE

Summary of Other Sources of Unrestricted Current General Revenue For Fiscal Year Ended June 30, 2018

	<u>Unrestricted</u> <u>Amounts</u>	<u>Restricted</u> <u>Amounts</u>
Other Revenue Sources		
Grants and grants:		
Private gifts and grants	\$ 217,273	\$ 195,956
Total Grants	<u>217,273</u>	<u>195,956</u>
Other - Miscellaneous:		
Investment Income	501,151	-
Cultural, community & other programs	955,572	-
Miscellaneous	<u>666,484</u>	<u>-</u>
Total Other - Miscellaneous	2,123,207	-
Total Other Revenue Sources	<u>\$ 2,340,480</u>	<u>\$ 195,956</u>

HOWARD COMMUNITY COLLEGE

**Reconciliation of State Aid
For Fiscal Year Ended June 30, 2018**

	<u>Amount</u>
7,515.27 State Aid FTEs @ \$1,477.73	\$ 11,105,570
Flat Grant (Fixed Cost Adjustment)	6,555,606
Hold Harmless Provision	-
Part-Time Grant	-
Low Income Student Grant	-
Other (specify below):	
Regional Higher Education Center, Howard's share only	<u>160,043</u>
Total State Aid	<u><u>\$ 17,821,219</u></u>

HOWARD COMMUNITY COLLEGE

**Reconciliation of Maryland Full-Time Equivalent Students
For Fiscal Year Ended June 30, 2018**

	<u>Eligible Maryland FTEs Accepted by</u>	<u>Eligible FTEs Now Claimed per Audit</u>
Summer Credit Enrollment (CC-2)	614.90	614.90
Summer Noncredit Enrollment (CC-3)	192.92	192.92
Fall Credit Enrollment (CC-2)	2,708.60	2,708.60
Fall Noncredit Enrollment (CC-3)	505.92	505.92
Spring Credit Enrollment (CC-2)	2,433.30	2,433.30
Spring Noncredit Enrollment (CC-3)	697.48	697.48
Other Credit Enrollment (CC-2)	194.10	194.10
Other Noncredit Enrollment (CC-3)	-	-
Total Enrollment	<u>7,347.22</u>	<u>7,347.22</u>
Total Eligible Maryland FTEs accepted by MHEC during fiscal year	7,347.22	XXXXXX
Additional Eligible Maryland FTEs claimed per audit* (deletions)	<u>-</u>	<u>XXXXXX</u>
Total Eligible Maryland FTES**	<u><u>7,347.22</u></u>	<u><u>7,347.22</u></u>
Total Unduplicated Part-Time Students	<u><u>N/A</u></u>	<u><u>N/A</u></u>

*When additional FTEs not previously reported to the MHEC are claimed as a result of the audit, a properly executed CC-2 or CC-3 must be filed with the CC-4 to substantiate the claim.

**This number of FTEs will be the basis for the payment of State aid two years hence. FTEs shall be reported to the second decimal place.

HOWARD COMMUNITY COLLEGE

**Student-Faculty Ratio (Credit Courses Only)
For Fiscal Year Ended June 30, 2018**

Total Credit Hours Generated	<u>184,593</u>
Total Course Credit Hours Taught FY 2018	<u>9,703</u>
Student-Faculty Ratio (Total credit hours generated divided by total course credit hours taught)	<u><u>19.02</u></u>

NOTE:

Information for the computation of the student-faculty ratio is to be supplied by the Chief Academic Officer in conformity with the guidelines decided upon by the Maryland Council of Community College Academic Deans as follows:

- * Student credit hours generated and course credit hours taught are to be measured at the end of the third week of classes.
- * Laboratory courses and independent study courses are to be excluded from the denominator if they did not appear independently on the printed class schedule.
- * Continuing education (noncredit) courses are to be excluded.
- * Includes all sessions (Summer and Winter).

HOWARD COMMUNITY COLLEGE

**Funding of Manpower Shortage Program
For Fiscal Year Ended June 30, 2018**

	Summer/Fall CC-2D	Winter/Spring CC-2D	Total
Total out-of-county/city students enrolled in manpower shortage programs	904	678	1,582
Total credit hours*	5,841	4,392	10,233
Total tuition differential*	<u>\$ 484,803</u>	<u>\$ 364,536</u>	<u>\$ 849,339</u>
Total State Aid Received for Manpower Shortage Program	\$ 477,120	\$ 359,458	\$ 836,578
Minus:			
Current year write off	\$ 7,683	\$ 5,078	\$ 12,761
Audit Adjustments (Enclose Check)	<u>-</u>	<u>-</u>	<u>-</u>
Total Audited State Aid Balance Due for Manpower Shortage Program	<u>-</u>	<u>-</u>	<u>-</u>

*Per Audit

HOWARD COMMUNITY COLLEGE

**Funding of ESOL Grant Program
For Fiscal Year Ended June 30, 2018**

	<u>Total</u>
1. Total Number of Students Enrolled in Noncredit ESOL Programs	<u>4,658</u>
2. Total Noncredit Equated FTEs	<u>547.61</u>
Total Noncredit ESOL Funding Noncredit Equated FTE x \$800	<u>\$438,088</u>
Total Noncredit ESOL Funding	<u><u>\$438,088</u></u>
	<u>Total</u>
1. ESOL Credit Hours	<u>2,227</u>
2. Total Credit FTEs	<u>74.23</u>
Total ESOL Credit FTEs x \$800	<u>\$ 59,384</u>
Total Credit ESOL Funding	<u><u>\$ 59,384</u></u>
Total Noncredit and Credit ESOL Funding	<u><u>\$497,472</u></u>

HOWARD COMMUNITY COLLEGE

**Retirement System Payments To/From MHEC
For Fiscal Year Ended June 30, 2018**

Optional Retirement System Reimbursements from MHEC	
Reimbursement Requested from MHEC	\$ 1,451,880
Prior Year Reimbursement not paid (from Fy17 CC4)	240,430
Audit Adjustment	-
Less Amount Received from MHEC	<u>(1,444,476)</u>
Balance Due From/(To) MHEC	247,834
 Teachers Retirement and Pension System Reimbursements	
Required Reimbursement Reported to MHEC	180,762
Audit Adjustment	
Less Amount Paid to MHEC	<u>(180,762)</u>
Balance Due From/(To) MHEC	-
 Amount due from MHEC for Cost of Audit Verification	<u>3,000</u>
 Total Amount Due From/(To) MHEC	<u><u>\$ 250,834</u></u>

HOWARD COMMUNITY COLLEGE

**CC-4 Reconciliation to Financial Statement
For Fiscal Year Ended June 30, 2018**

Total Revenue - CC-4 Ex I

Total Revenue - Statement of Revenue and Expense	\$	130,525,407
Scholarship reclassification		11,771,390
Restricted revenue		(15,275,280)
Capital appropriations		(22,818,534)
Bond interest		333,023
Plant fund revenue		(2,266,515)
State paid benefits		(4,514,216)
Total Revenue - CC-4 Ex I	\$	<u>97,755,275</u>

Total Expenditures - CC-4 Ex II

Total Expenditures - Statement of Revenue and Expenses	\$	114,928,892
Scholarship and other reclassification		12,603,969
Restricted expenditures		(15,532,819)
Auxiliary Expenditures		(2,654,781)
Depreciation		(11,367,698)
State paid benefits		(4,514,216)
Total Education and General Expenditures - CC-4 Ex II	\$	<u>93,463,347</u>

HOWARD COMMUNITY COLLEGE

Notes to Annual Report Year Ended June 30, 2018

Note 1: BASIS OF PRESENTATION

The Howard Community College (the College) annual financial report has been prepared in accordance with the basis of accounting prescribed and permitted by the Maryland Higher Education Commission and the laws and regulations contained in Title 16 of the Education Article of the Annotated Code of Maryland and Title 13B.07.03 of the Code of Maryland Regulations. These requirements do not present the College's revenue and expenditures in accordance with accounting principles generally accepted in the United States of America. The report includes the restricted and unrestricted funds only of the College. A reconciliation of the differences is provided on page 19 of this report.