Meeting of the Board of Trustees, Thursday, April 3, 2025 - 2:30 p.m. Northeast Regional Center Community Room 124/Hybrid

AGENDA

(1) Executive Session I

(2) Meeting Called to Order

The Goals for the April meeting in addition to routine matters are:

- Update on Executive Orders
- Update on Enrollment
- Update on the Pennsylvania Commission for Community Colleges Annual Meeting
- Update on Commencement

(3) Public Comment

(4) Report of the President

(a) Update on Executive Orders

(b) Update on Enrollment

(c) Update on the Pennsylvania Commission for Community Colleges Meeting

(d) Update on Commencement

(e) Foundation Report (Dr. Mellissia Zanjani and Dr. Ellyn Jo Waller)

(5) Student Outcomes Committee, March 13, 2025

3.13.25 Student Outcomes Committee Minutes - 5

(6) Business Affairs Committee, March 19, 2025

3.19.25 Business Affairs Committee Minutes - 10

(7) Audit Committee, March 24, 2025

3.24.25 Audit Committee Minutes - 39

(a) 2023-2024 Uniform Guidance Audit Report (A)

2023-2024 Uniform Guidance Report - 61

(b) Grant Thornton Contract Extension (A)

(8) Policy Work Group

(9) Labor Agreements' Approval-Subject to Federation

(11) Report of the Chair

(a) Commencement Ceremony – Saturday, May 3, 2025, 10:00 a.m. – Temple Liacouras Center

(b) Board Representation at Year End Events:

- Nurses Pinning Ceremony, Friday, May 2, 2025, 10:00 a.m. College Gymnasium

- Academic Awards Ceremony, Friday, May 2, 2025, 4:00 p.m. Bonnell Building Auditorium

(c) Nominating Committee for Board Officers

(d) Business Environment

(12) President's Contract (A)

(13) Old Business

(14) New Business

(15) Next Meeting: Thursday, May 1, 2025, 2:30 p.m. in the Isadore A. Shrager Boardroom M2-1/Hybrid

Committee Meetings

- Student Outcomes, Thursday, April 3, 2025, 12:30 p.m. Library and Learning Commons, L1-13/Hybrid

- Business Affairs, Wednesday, April 16, 2025, 9:00 a.m. Isadore A. Shrager Boardroom M2-1/Hybrid

- Workforce Subcommittee, Wednesday, April 23, 2025, 4:00 p.m. Center for Business and Industry, C3-5/Hybrid

Upcoming Events

- April is Art: Student Exhibition, April 1-28, 2025, Mint Building, Rotunda

- Power Up Graduation, Wednesday, April 16, 2025, 6:00 – 8:00 p.m. Center for Business and Industry, C2-28

- Lindback Lecture, Monday, April 21, 2025, 1:00 – 2:00 p.m. Pavilion Klein Cube, P2-3

- Latine Celebration, Wednesday, April 23, 2025, 5:00 – 7:00 p.m. Winnet Student Life Building, Great Hall, S2-19

- Catto Pinning Ceremony, Monday, April 28, 2025, 2:00 p.m. Winnet Student Life Building, Great Hall, S2-19

- College Budget Hearing Before City Council, Tuesday, April 29, 2025, 1:30 p.m. – City Hall , City Council, Room 400

- Nurses Pinning Ceremony, Friday, May 2, 2025, 10:00 a.m. Gymnasium

- Academic Awards Ceremony, Friday, May 2, 2025, 4:00 p.m. Large Auditorium, BG-20

• Commencement Ceremony, Saturday, May 3, 2025,
10:00 a.m. Temple Liacouras Center

Calendar of Events for April 2025 - 202

(16) Executive Session II (if needed)

Executive Session II will be devoted to a discussion of personnel matters.

STUDENT OUTCOMES COMMITTEE OF THE BOARD OF TRUSTEES

MEETING MINUTES

Thursday, March 13, 2025
12:30 p.m.

Zoom
&
Community College of Philadelphia
Main Campus
L1-13

Presiding: Ms. Chekemma Fulmore-Townsend

Committee Members: Ms. Mindy Posoff, Mr. Patrick Clancy, Pastor Jonathan Mason

Board Participants:

College Members: Dr. Alycia Marshall, Dr. Mellissia Zanjani, Sesime Adano

Guests: Dr. Judith Gay, Consultant to the Board of Trustees
Dr. Nicole Rayfield, Interim Dean of Business and Technology
Dr. Lisa Sanders, Dean of Liberal Studies
Anisa Kurbanali, BUSL, Saxby's Student CEO

I. Public Session

a) Approval of the Minutes **(A)**

Trustee Fulmore-Townsend presented the minutes of the February 6th meeting for a vote. Trustee Clancy motioned to approve the minutes, and Trustee Fulmore-Townsend seconded the motion. All members voted in favor of the motion, and the minutes were approved unanimously.

b) Experiential Learning and Student Success **(I)**

Dr. Marshall opened the meeting by discussing experiential learning opportunities that equip students with skills through work experiences, ultimately leading to effective outcomes. These programs provide students with the chance to gain practical experience and are aligned with our Academic and Student Success Master Plan Divisional Goal #3: Increase the number of students that attain field employment, career advancement, program completion, or successful transfer. This goal is also aligned with the College's strategic plan for workforce development goals. Dr. Marshall shared insights with the Board about how these experiential learning opportunities align with the college's strategic planning. This goal emphasizes the college's commitment to offering a supportive and dynamic environment for all learners, enhancing their ability to acquire relevant skills and achieve their objectives, including earning credentials for future success. Two strategic drivers related to this achievement goal were presented to the Board. One involves expanding opportunities for experiential learning and increasing work-to-learn initiatives, such as those offered through our Business and Technology department's Toyota T10 and Saxby's programs. Furthermore, these experiences connect to the goals of the Academic and Student Success Divisional goals to improve student learning outcomes through high-quality teaching of relevant curricula and to increase the number of students who secure field employment, experience career advancement, complete programs, or successfully transfer. Several internal key performance indicators will contribute to the larger strategic plan KPIs. The respective divisions are examining the percentage of students who obtain field employment within one year of completing their program, the average starting wage, and the number of programs offering work-based experiential learning opportunities. Dean Sanders and Interim Dean Rayfield attended to provide an overview of how these programs present unique opportunities for the College's students to work and learn while earning credit toward their degrees at CCP.

Dr. Rayfield informed the Board that Saxby's partnership program began in the Fall semester of 2022 and has been a successful initiative, providing students with hands-on experience in leadership, financial management, and community engagement. To date, over 29 CCP students have worked at the café, including 15 in leadership roles. Participants in the Saxby's program have also earned course credits and leadership certificates. There are two Saxby locations where the institution's students work: one on the main campus and the other at the Convention Center, where students are employed during events. Since its launch, Saxby's main campus location has served over 41,000 guests. Students at Saxby's work full-time. Through the partnership, a total of $149,000 has been paid to CCP student CEOs and café team members. In terms of actual labor hours, over 8,200 hours have been logged by Saxby's student workers. Throughout the program, students work the entire semester at either the main campus or the Convention Center location. Students undergo intensive summer boot camp training focusing on the three core principles of the experiential learning platform: team development, financial management, and community leadership, which are valuable in real-life situations. Reflective writing exercises are included in the training to help them gain a personal perspective on their growth as leaders and in their professional development. The student CEO leaders have three credit pathways available based on their program at CCP. Pathway 1 is for students enrolled in AAS in Business Leadership, Culinary Arts, AA in Tourism & Hospitality Management and Business Leadership PC earn 12 credits through Prior Learning Assessment within their area of study. Pathway 2 is for students in AA Business General who will earn 12 credits towards the Business Leadership PC through Prior Learning Assessment. Pathway 3 is for students who are nearing completion or have completed their studies at CCP and planning to continue their education at a four-year college to further their degrees will earn a Business Leadership Proficiency Certificate through Prior Learning Assessment and any FY Experience course will complete the Certificate.

Anissa Kurbanali, Saxby's Student CEO, shared her transformative experience in the BUSL program's experiential learning partnership with the Board, emphasizing her growth in leadership, networking, and professional development opportunities. Ms. Kurbanali was appointed Student CEO for the Spring term, starting her role in January and continuing through July. She discovered the opportunity to join the team while looking for ways to stay connected to campus and become more involved. To her surprise, she was selected as the Student CEO. Initially, she was unsure whether this opportunity aligned with her goals, as she is a secondary math major. However, due to her interest in teaching algebra at the middle and high school levels and her aspiration to eventually pursue an administrative role in those schools, she recognizes the importance of leadership skills. Saxby's program would help her further hone the leadership skills she has already developed in previous roles. She has gained insights into team development and financial management, particularly regarding the differences between budgeted and projected sales versus actual sales. Ms. Kurbanali is currently organizing an event for Women's History Month in collaboration with Saxby's Founder and CEO, Nick Bayer, who is dedicated to nurturing the student team at Saxby's on campus. Additionally, she was thrilled to have been interviewed alongside Mr. Bayer about his business and its mission. She explained how these experiences have influenced their educational journey and positively impacted the student experience, preparing her to enter the workforce in the STEM field upon completing her studies in May 2026. Furthermore, she will earn a Business Leadership proficiency certificate.

- Dr. Judy Gay inquired about what Saxby's, the partner, seeks concerning their success expectations for the program. Dr. Rayfield clarified that Saxby's recruitment team is looking for a new business student who can be developed and has a desire to lead. The department is exploring a special workshop and other events to enhance engagement and awareness among students in the BUSL program, the college community, and Saxby's. Saxby's recruitment team is both supportive and engaging, eager to see the campus café thrive. Trustee Fulmore-Townsend informed the Board that Saxby's is a B-Corp and that partnerships with colleges are a key aspect of their business model. One of the founder's goals was to expose students to business skills, allowing them to earn credit toward their degrees. Dr. Marshall noted that Saxby's partnership with CCP marks their first-ever collaboration with a community college.

- Both Dr. Marshall and Dr. Gay emphasized the importance of highlighting Saxby's successful business model and its partnership with the institution when developing the strategic plans. This will enable the exploration of how similar partnerships can replicate Saxby's positive experiences for students in other programs. Dr. Marshall noted that the Business & Technology department is currently pursuing a grant aimed at helping students gain experience in managing a food pantry grocery store, which would evolve into an on-campus storefront run by students.

Dr. Marshall continued the experiential learning presentation by sharing the current partnerships within the Liberal Arts department with the board. Last year, during the Student Outcomes Committee meeting, faculty provided an update on the Liberal Arts Honors program and their efforts to create an alternative honors program model that led to a significant increase in enrollment, more equitable and diverse participation, and new opportunities for student academic recognition and workforce preparation. Faculty have been developing and expanding partnerships with organizations in Philadelphia for internships and high-impact experiences through this program. Under the leadership of Dean Lisa Sanders, the Liberal Arts Honors program has established a pipeline for both short- and long-term internships at the Welcoming Center, a Philadelphia nonprofit that promotes inclusive economic growth through immigrant integration. This internship partnership will serve as a model for additional organizations in Philadelphia as the institution aims to build connections with the community and provide students with hands-on experiences.

Dean Sanders informed the board that this collaboration enables students to build portfolios and develop workplace skills. The department is exploring an applied humanities approach to partnerships that equip students with essential skills aligned with general education competencies including writing, communication, critical thinking, and public speaking.

Dr. Sanders discussed the grant-funded Gilroy Roberts collection program in the art department, which offers internships and research opportunities while planning to establish a CCP museum. Pat Herrick, the curator of the Gilroy Roberts program, is creating opportunities for students and collaborating with faculty to develop the curriculum. This spring, the program includes two work-study students, a recent graduate from Bryn Mawr College, two community volunteers, and one high school senior volunteer. The student volunteers are participating in the program to enhance their workplace skills, build a portfolio to showcase their learning and gain professional references. One of the student volunteers, a second-year liberal studies student, is a dually enrolled student at Drexel. Her educational goal is to earn a Master of Science in library science and information science with a concentration in archival studies. She is currently conducting primary research in historical newspaper archives and developing the institution's online and physical research files on Gilroy Roberts, the U.S. Mint, and the Franklin Mint. Since the volunteers are at various stages in their education, Pam and her team meet with them regularly, one-on-one, to tailor their experiences to fit their individual needs, helping them build their skills and enhance their portfolios.

- Trustee Fulmore-Townsend asked if baseline data on existing programs and their capacity to measure growth and impact in regard to the number of experiential learning experiences in each program could be identified. Dr. Marshall replied that the requested information would be examined by the academic divisions.

- Dr. Sanders stated that the practicum and hybrid fieldwork required in the various programs are assessed as work-based learning. There are several educational programs, including the behavioral health and human services (BHHS) programs. She mentioned that a list can be generated.

- Trustee Posoff asked how the high school student became a volunteer. Dr. Sanders told the board that the student was referred by Haverford High School.

- Trustee Fulmore-Townsend asked about the number of students benefiting from the programs and the capacity needed for that number. For instance, each certificate program may have different requirements for graduates compared to situations where the institution focuses solely on improving learning. Dr. Marshall acknowledged this concern, pointing out that managing both the students and the partnerships involved in experiential learning presents challenges for faculty resources, and many faculties have to take time outside of classes which requires additional compensation in released or extended time. Trustee Fulmore-Townsend stressed that having this information would assist the Board in distinguishing between the expectation that every program maintains this connection and what truly matters: preparing successful students; experiential opportunities are vital to the learning process. The Board will need to figure out how to implement this on a larger scale.

c) Strategic Plan Update **(I)**

Trustee Fulmore-Townsend highlighted the importance of acknowledging past achievements and prioritizing initiatives, resource allocation, and regular progress updates to ensure that alignment and success remain focal points. Trustee Posoff concurred and sought clarification on the status of the strategic plan and whether it is progressing as anticipated. Dr. Marshall informed the Board that targets need to be established for the institutional KPIs by the cabinet as the next step. The institutional goals that have been presented to the Board previously are strongly aligned with the institution's mission, and the KPIs have been approved. She envisions the Student Outcomes Committee providing feedback and insights on specific internal KPIs aligned with student achievement to be included in the regular Board reporting. For example, what does the KPI target look like for experiential learning opportunities? What defines an acceptable number of students based on our capacity? It is crucial for the SOC to provide input and have regular check-ins on progress toward the KPIs and more specific targets related to the achievement and equitable outcomes of strategic plan goals, Communication with the Board, Board subcommittees, and the broader community must be carefully considered concerning the plan and the messaging on the institution's website. What actions will the institution take regarding external communication and engagement with various groups? Integrating progress report communication with internal audiences and the Board would also be advantageous, as it would encourage faculty, staff, and administrators to see their part in the work, engage with the work, and understand the institution's performance.

Trustee Fulmore-Townsend confirmed the need to set targets for KPIs and to present a comprehensive package (goals, KPIs, and targets) to the board for approval, ensuring strong alignment and monitoring between the KPIs and the targets. As implementation progresses, a plan should be established for internal and external communication of the strategic plan, including updates on progress. Trustee Posoff added that the Board must ensure resources are used efficiently to address the anticipated challenges ahead. Dr. Marshall agreed, highlighting the importance of identifying our main focus areas for the first and second years and prioritizing the plan and action item implementation. Given the limited resources, all strategic plan items may not be able to be implemented all at one time so prioritization is essential. Trustee Posoff shared her insights and praised Dr. Marshall for the progress the students and programs are making as they advance in an exciting and innovative direction.

The meeting was adjourned.

HYBRID MEETING OF THE BUSINESS AFFAIRS COMMITTEE OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Wednesday, March 19, 2025 – 9:00 A.M.

Present for the Business Affairs Committee: Ms. Mindy Posoff, Chair (presiding), Mr. Harold Epps (via zoom), Pastor Mason (via zoom), Ms. Keola Harrington (via zoom), and Mr. Tim Ford (via zoom)

Present for the Administration: Dr. Donald Generals, Mr. Jacob Eapen, Ms. Carolyn Flynn, Esq., Mr. Derrick Sawyer, Dr. Alycia Marshall, Dr. Mellissia Zanjani, Dr. Shannon Rooney, Dr. David Thomas (via zoom), Mr. Gim Lim, Ms. Marsia Henley, Mr. Tim Trzaska, Mr. John Wiggins Dr. Lipscomb, and Mr. Bill Bromley.

Guest: Dr. Judith Gay, Vice President Emerita (via zoom)

Ms. Posoff called the meeting to order of 9:03 AM. She highlighted the agenda and ask Mr. Eapen to proceed with agenda item one.

AGENDA
BUSINESS AFFAIRS COMMITTEE
PUBLIC SESSION

(1) NERC Lower Roof Replacement Award to Garland/DBS, Inc. (Action Item)

Discussion: Mr. Eapen stated that the lower roof at NERC is 25+ years' old with multiple leaks and showing signs of deterioration. The roof has outlasted it useful life.

Bid pricing was obtained by Garland/DBS, Inc. through OMNIA Partners, Public Sector (US Communities) Agreement MICPA #PW1925 **(See attachment B)**. Mr. Eapen stated that there were four contractors who submitted bids, and the lowest bidder was Robert Ganter Contractors. Mr. Eapen stated the amount of the contract is $181,329. Ms. Marsia Henley stated that the demographic information for Robert Ganter, Inc. has 142 employees of which 25% are underrepresented minorities.

Arc Roofing Corporation:	$189,927
Belcher Roofing Corp.:	$183,312
Robert Ganter Contractors:	$181,329
United States Roofing Corporation:	$205,187

Staff requests that the Business Affairs Committee recommend to the full Board the award to Garland/DBS, Inc. in the amount of $181,329. These funds will come from the capital budget.

Action: Mr. Epps motioned and Ms. Posoff seconded the motion that staff recommend to the Board of Trustees to award Garland/DBS, Inc. in the amount of $181,329. These funds will come from the capital budget. The motion pass unanimously.

(2) Cisco Switch Replacement Lease Award to Iron Bow (Action Item)

Mr. Eapen stated RFP #10221 was competitively bid via PennBid on December 10th, with three responses received by the December 20th deadline. After evaluation, proposals from SHI International and Iron Bow were considered, while Turtle & Hughes was excluded due to the lack of lease pricing. Mr. Eapen stated that Iron Bow was the lowest bidder.

Mr. Eapen stated that during the time of COVID we had HEERF dollars to do significant upgrades to the system. One of the areas that was not upgraded was the switches, and requesting replacement at this time. The College is recommending a 7-year lease with Iron Bow for an annual cost of $148,057. Mr. Eapen stated that the funds are from the operating budget since it is a lease agreement.

Mr. Eapen stated that this project is critical for modernizing the college's aging network infrastructure, addressing end-of-life network components that pose security risks and reliability concerns. The recommended solution includes:

1. **Wireless Network Upgrades** – Replacing obsolete Cisco Aironet 1142/3602I access points and the unsupported 5760 controller with Cisco Catalyst 9115AX Wi-Fi 6 access points. These upgrades enhance security, performance, and scalability, ensuring support for high-density device usage, multimedia applications, and IoT integration while maintaining compatibility with existing Cisco 9800-40 WLC controllers.

2. **Network Edge Switch Replacement** – Replacing aging Cisco Catalyst 3750X-48 switches, which have exceeded their end-of-life and end-of-support status, with Cisco Catalyst 9300-48 switches. These next-generation switches offer enhanced security, higher performance, and modern capabilities such as SD-Access, full PoE+ support, and increased stacking bandwidth, ensuring a reliable and future-proof network.

This investment aligns with the college's strategic IT goals, ensuring a high-performance, secure, and scalable infrastructure to meet current and future technology needs. The selected vendor best meets the project's technical, financial, and operational requirements.

Iron Bow's cost-effective lease proposal is based on Cisco's recommended solutions for environments like the college's: Catalyst 9115AX access points and the Catalyst 9300 series switches and is broken down as follows:

5-Year Lease

- Total Annual Cost ($194,779): Iron Bow offers a highly competitive total annual cost for the 5-year lease option. This cost efficiency ensures that the organization can maximize its budget while obtaining high-quality Cisco equipment.

- Quarterly Price ($48,695): The quarterly price offered by Iron Bow is lower compared to other vendors, providing significant savings over the lease term.

7-Year Lease

- Total Annual Cost ($148,057): For the 7-year lease option, Iron Bow again presents a lower total annual cost, making it the most economical choice for a longer-term investment.

- Quarterly Price ($37,014): The quarterly pricing structure for the 7-year lease is designed to offer consistent savings, ensuring financial predictability and stability over the lease period.

Mr. Eapen stated upgrading both the wireless network and the network edge switches, the college will gain a highly secure, modern, high-performance, and scalable network that meets all current and future demands, mitigating the risks associated with the aging infrastructure and aligning perfectly with the RFP's goals and evaluation criteria. This comprehensive solution ensures a reliable and robust network experience for the entire college community, supporting advanced applications, high device density, secure IoT integration, and a seamless user experience across all connected devices.

Staff requests that the Business Affairs Committee recommend to the full board to award to a 7-year lease in the annual amount of $148,057 to Iron Bow for Cisco Switch. These funds will be paid from the operating budget.

Action: Mr. Epps motioned, and Ms. Posoff seconded the motion that the staff recommend to the Board of Trustees to award to a 7-year lease in the annual amount of $148,057 to Iron Bow for Cisco Switch. The motion passed unanimously.

(3) **Mannequins for the Healthcare Simulation Laboratory Award to Guamard (Action Item)**

Please note: Mr. Eapen stated that the funding language is the same for agenda items #3, #4, and #5

Discussion: Mr. Eapen stated the College is doing significant renovations in the West building for the new Simulation Lab and should be completed from middle to late April. The new Healthcare Simulation laboratory requires mannequins for students to get trained. Students are not legally permitted to perform many critical care skills in the clinical setting. Eight (8) mannequins are requested for critical care training, enabling healthcare professionals to practice and refine their skills in a controlled and realistic environment.

Mr. Eapen stated that the mannequins from Gaumard are the only ones available in the market with advanced simulator features lifelike symptoms, dynamic facial expressions, and active motor functions, enabling interprofessional collaboration simulations that allow students to work as a team providing realistic and holistic care including airway management, CPR, and select ultrasonography. Some of the mannequins offer features that blurs the line between mannequin and real patient. The features include Conversational Speech, lifelike motor movement, next-gen simulated physiology, etc. By practicing their health care skills on these mannequins, the students will learn how to better provide care to the patients and not make critical mistakes.

Guamard is the leader in the manufacturing of mannequins. Mr. Eapen stated that under Perkins, the College needs to procure and install the equipment on time. Mr. Eapen stated that funds are coming from Perkins subject to modifications which the college has already submitted to the state.

Mr. Eapen stated that the funding for this purchase will be from Perkins, contingent upon the approval of budget modifications by the state. In the event that the state does not approve the budget modifications, the purchase will be made using capital funds. Mr. Eapen stated that we are requesting that the Trustees allow us to use the capital funds to procure the mannequins. Mr. Eapen stated that Drs. Zanjani and Marshall have been very diligent on getting the budget modifications.

Staff requests that the Business Affairs Committee recommend to the full Board to award Gaumard to purchase eight (8) mannequins with accessories and three (3) year service plans at the cost of $647,051. These funds will be from the Perkins Grant or capital funds as appropriate.

Ms. Posoff stated that she and Mr. Eapen discussed using the "paused" $5,000,000 of the capital budget, that if the funds does not come from Perkins, it will come out of the $5,000,00 that was "paused". Ms. Posoff recommended keeping a running track that may impact the $5,000,000 that was identified. Mr. Epps concurred.

Action: Mr. Epps motioned, and Mr. Posoff seconded the motion that the staff recommend to the Board of Trustees to purchase eight (8) mannequins with accessories and three (3) year service plans at the cost of $647,051. The motion passed unanimously.

(4) PLC Trainers and Processors for AAS Degree in Electrical Engineering Award to Tecquipment (Action Item)

Discussion: Mr. Eapen stated the department of Physics and Engineering will be offering Electrical Engineering AAS degree from Fall 2025. As part of the degree program lab requirements, we need to purchase (8) PLC trainers and (8) PLC process training equipment. This equipment will be used for multiple labs in the program.

Mr. Eapen stated that the college has researched the product from different vendors. Industry-standard equipment is very expensive, does not cover the variety of topics, and are typically too large of equipment for the classroom. Other systems exist that cover different systems such as pick-and-place, and hydraulic control systems, but no other known product available for educational use covers as many topics as one offered by Tecquipment. Finally, the PLC trainers and PLC process equipment from Tecquipment closely resembles those in industrial environments. The students will receive training required in manufacturing, energy, and other industries.

Mr. Eapen stated that the funding for this purchase will be from Perkins, contingent upon the approval of budget modifications by the state. In the event that the state does not approve the budget modifications, the purchase will be made using capital funds.

Staff requests that the Business Affairs Committee recommend to the full Board to award Tecquipment to purchase eight (8) PLC trainers and eight (8) PLC processors at the cost of $149,992. These funds will be from the Perkins budget or capital funds as appropriate.

Ms. Posoff stated that she and Mr. Eapen discussed using the "paused" $5,000,000 of the capital budget, that if the funds does not come from Perkins, it will come out of the $5,000,00 that was "paused". Ms. Posoff recommended keeping a running track that may impact the $5,000,000 that was identified. Mr. Epps concurred.

Action: Mr. Epps motioned, and Mr. Posoff seconded the motion that the staff recommend to the Board of Trustees to purchase (8) PLC trainers and eight (8) PLC processors at the cost of $149,992. The motion passed unanimously.

(5) Intelligent Video Solutions Audio Video Package Award for the Healthcare Simulation Laboratory (Action Item)

Discussion: Mr. Eapen stated that the new Healthcare Simulation laboratory requires all training labs to have audio/video technology, that allows the instructor to communicate to students from the control room and also record the training session for evaluation and feedback.

We have reviewed available products in the market and believe that the Intelligent Video Solutions package is the only one available that meets the academic needs. The package includes fixed and movable cameras in each simulation room and software for faculty to monitor student performance from the control room. The package offers session recording, review, and debriefing features to assess student learning and improve student learning outcomes. This is the only package that has assessment features built in. This allows students to go back to the recording and see instructor assessment at a particular time point. Such feedback feature ensures students are less likely to repeat this mistake when helping patients.

Mr. Eapen stated that the funding for this purchase will be from Perkins, contingent upon the approval of budget modifications by the state. In the event that the state does not approve the budget modifications, the purchase will be made using capital funds.

Ms. Posoff stated that she and Mr. Eapen discussed using the "paused" $5,000,000 of the capital budget, that if the funds does not come from Perkins, it will come out of the $5,000,00 that was "paused". Ms. Posoff recommended keeping a running track that may impact the $5,000,000 that was identified. Mr. Epps concurred.

Staff requests that the Business Affairs Committee recommend to the full Board to award VALT Video Observation and Recording System from Intelligent Video Solutions at the cost of $256,222. These funds will be from the Perkins budget or capital funds as appropriate.

Ms. Posoff asked if it was possible that we get approved for one and not all three items. Mr. Eapen responded, all three would be approved as a package.

Action: Mr. Epps motioned, and Mr. Posoff seconded the motion that the staff recommend to the Board of Trustees to purchase (8) PLC trainers and eight (8) PLC processors at the cost of $149,992. The motion passed unanimously.

<u>Ms. Posoff re-stated items #3, #4, and #5, are in the event that we don't get the Perkins funding, that the funds will come from our capital budget.</u>

(6) <u>Digital Press Award to Xerox (Action Item)</u>

Mr. Eapen stated that Business Services is a leading provider of high-resolution printing and marketing materials for the College. Currently, there is a need to replace our outdated digital presses with advanced technology to ensure exceptional print quality and operational efficiency. By offering tailored printing solutions, we enhance the visibility and communication of our internal departments, positioning ourselves as a reliable partner for future branding and marketing efforts.

In 2014, the college purchased an HP Indigo 5500 specifically for printing materials such as letterhead, direct mail postcards, annual reports, brochures, flyers, and posters. All print products are produced on digital sheet sizes 12 x 18 and 13 x 19 to maximize the number of images per sheet, thereby being cost-effective. Currently, Business Services operates at a cost of $0.04 per 8.5 x 11 copy.

The HP Indigo 5500 has served the college well, but we have been notified by HP that we have reached the "End of Life" for this product. HP will no longer reproduce parts for the device, and the vendor will use existing parts from their inventory. Our operation is at risk of being unable to produce high-quality color printing in-house if parts become unavailable.

Mr. Eapen stated that while Ricoh offered the lowest bid, Strategic Communications has raised significant concerns regarding both the quality of the copies noted during our recent assessment. Opting for Xerox not only ensures we maintain excellence but also upholds our commitment to delivering superior results in all our projects. Choosing Xerox is a strategic decision that aligns with our goals of quality and reliability (<u>**See Attachment C**</u>).

Staff requests that the Business Affairs Committee recommend to the full Board to award Xerox for digital presses in the amount of $31,920 for a 6-year lease payment and additional year cost for clicks/service:

Year 1 - $29,000
Year 2 - $30,700
Year 3 - $32,600
Year 4 - $34,500
Year 5 - $36,600
Year 6 - $38,300

These funds will come from the coming years operating budget.

Ms. Posoff proposed an awareness of the number of clicks, and to be careful on printing. The Board can use BoardEffect prior to meetings, etc.

Action: Mr. Epps motioned, and Ms. Harrington seconded the motion that the staff recommend to the Board of Trustees to award Xerox for digital presses in the amount of $31,920 for a 6-year lease payment and additional costs for clicks/service . The motion passed unanimously.

(7) Construction for Enrollment Center Project Award to Hyde Electrical Corporation, Wayman Fire Protection, Torino Construction, Tricon Corporation (Action Item)

Mr. Eapen stated that staff seeks approval for construction of the Enrollment Center in the lobby of the Bonnell building. This will include the office moves from 1500 Spring Garden Street to the main campus, the design will relocate all student services for new student registration and tuition in one location to streamline the enrollment process.

The College issued RFP #10225 On January 29, 2025 via Penn Bid. The Pre-bid meeting was held on 2/11/2025 and 8 bidders attended. The College received 7 responses: below are the lowest responsible bidder fees by trade. **(See Attachment D).**

• General Construction: Tricon Construction	$976,287
• Fire Protection: Wayman Fire Protection	$ 32,500
• HVAC: Torino Construction	$288,630
• Electrical: Hyde Electric Corporation	$364,690
Grand Total:	$1,662,107

Mr. Eapen stated that these bids are coming in significantly higher that what was budgeted, and that we will have to do a re-balancing of the capital budget once the project starts. Mr. Epps asked about the return on investment on the school, and also asked about the local and diverse spin seems like categories of possibility. Mr. Eapen responded that Ms. Henley will talk about the demographics of the companies.

Mr. Eapen stated that the lease for 1500 Spring Garden Street is $350,000 will expire in October, 2025. The savings to the operating budget will be greater than $350,000 because the last contract was several years ago. This is an annual savings to the operating budget in terms of the ROI. Mr. Epps about the cost of the move. Mr. Eapen responded approximately $2,200,000, which is bringing back to the main campus the offices that are disbursed, so there is better collaboration.

Ms. Henley stated that Tricon is the general contractor for the project. Tricon is small with six (6) employees with zero diversity, except that they have 17% female employees. Wayman Fire Protection are located in Bensalem and have 105 employees of which 20% are underrepresented minorities. Torino Construction for HVAC are a small company with eight (8) employees, no diversity, and 50% female employees. Hyde Electric Corporation is located in Philadelphia, have 13 employees with 7.7% underrepresented minority. Ms. Posoff asked is the female staff is administrative staff. Ms. Henley responded that it is management employee. Ms. Harrington requested clarification regarding the $1.6 budget, and asked how much is the budget? Mr. Eapen responded that the total budget will be approximately $1.6 million dollars. However, we are experiencing the cost going up, not only for the construction work, but also for the furniture and fitting. That is why the rebalancing of the budget is required. We will be short at least by $600,000. Ms. Harrington asked if this shortage was due to inflated cost, or the construction costs going up. Mr. Eapen stated that the cost of construction has gone up and what we are experiencing is the number of bidders is significantly lower. Also, the same bidders are coming back and bidding, and the amount of time to get a contract through is taking at least two months because of the performance bond and it is very time consuming which is also impacting cost.

We will come back at the next Business Affairs Committee and do a complete re-balance budget to include the $5,000,000.

Staff request that the Business Affairs Committee recommend to the full Board to award the following: Tricon Construction Management in the amount of $976,287 for General Construction; Wayman Fire Protection in the amount of $32,500 for Fire Protection; Torino Construction for HVAC Construction in the amount of $288,630; Hyde Electrical Corporation in the amount of $364,690 for Electrical Construction. The Enrollment Center Project will be paid from the Capital Budget.

Action: Mr. Epps motioned and Ms. Harrington seconded the motion that the staff recommend to the full Board to award the following: Tricon Construction Management in the amount of $976,287 for General Construction; Wayman Fire Protection in the amount of $32,500 for Fire Protection; Torino Construction for HVAC Construction in the amount of $288,630; Hyde Electrical Corporation in the amount of $364,690 for Electrical Construction. The Enrollment Center Project will be paid from the Capital Budget. The motion passed unanimously.

(8) Capital Projects Paused (Information Item)

In consultation with the Chair of the Board of Trustees and the Chair of the Business Affairs Committee, the following capital projects have been paused and will be reviewed in March 2025:

• Mint Façade	$ 300,000
• Boardroom Renovations and Audio Visual	$ 900,000
• Great Hall Renovation	$ 1,200,000
• Winnet Front Offices	$ 2,600,000
	$ 5,000,000
3- Year Capital budget plan:	$30,226,695
Less: Projects that are paused	$ 5,000,000
Projects approved:	$25,226,695

(9) Renewal of Contract with SP+ Main Parking Garage (Action Item)

Mr. Eapen stated that the Main Garage has been managed by SP+, a Metropolis Company, since January 2019. While SP+ has provided satisfactory services to the College throughout the contract period, the current agreement is set to expire on June 30, 2025. Mr. Sawyer stated that SP+ manages our main garage on 17th Street since 2019.

As a result, staff issued a Request for Proposals (RFP #10224) for Parking Garage Management on January 22, 2025, via Penn Bid, and bids were received on February 18, 2025.

Mr. Sawyer stated of the public Penn Bid platform suppliers, nine firms with a local presence were invited to participate in the RFP process. Six firms attended the mandatory pre-bid meeting. Three formal proposals were received, and based on a thorough evaluation of these proposals, the selection committee shortlisted the following finalists: Imperial, Laz, and SP+.

- Project team experience, qualifications, and commitment
- Firm experience and past performance on similar projects
- Scope of work
- Innovation

- Commitment to diversity and inclusion
- Proposal quality and thoroughness
- Financial proposal

Mr. Sawyer stated that after conducting interviews with all three finalists, the selection committee, which included representatives from Budget & Auxiliary Services, Public Safety, Purchasing, Special Events, and a student representative, concluded that SP+ remained the best candidate.

As the incumbent vendor, SP+ offers the advantage of zero transition costs. Additionally, SP+ has proposed quarterly sweeps at no charge, a cost the College currently contracts out, during the first year of the contract. The management fee for the first two years is set at $15,000 annually, with a projected net income of $239,000.

Ms. Posoff asked what does the net revenue get account for. Mr. Sawyer responded that it is on the auxiliary side of the house. Some is included in our operating budget, and the net revenue actually splits three ways, 1) pays repairs of the garage, 2) support student life to support students, and 3) miscellaneous revenue.

Mr. Epps asked, what is the annual historical net revenue that the college had benefited from? Mr. Sawyer stated that prior to COVID, the College was $600,000. Currently we are down to approximately $240,000, and the reason for that is we get a lower rate from the garage for students using their Lion Card, so that decreases the revenue, and expenses going up, salaries are increased, our repair amounts increased. Mr. Sawyer stated that we do need to start looking at some other alternatives in regards to generating revenue. Ms. Posoff asked if people on campus use the parking garage? Mr. Sawyer stated that it is mainly used for faculty, staff, and students. The College tries for other initiatives. For example, we opened up the garage for the Eagles parade and generated $16,000. Mr. Sawyer stated that at one point we need to start exploring how we can better utilize the garage. During the summer it is very light, and the garage is closed on Friday, Saturday, and Sunday. Ms. Posoff asked if neighbors can park overnight at the garage. Mr. Sawyer responded, "No". Mr. Epps asked what is the utilization rate? Mr. Sawyer responded that during the semester, the garage is filled twice a day. There are over 600 spaces in the garage, by 9:00 the garage is filled. Mr. Epps stated that Mr. Sawyer mentioned that it comes with one sweep. Mr. Sawyer responded, quarterly for the first year. Mr. Epps asked what happens with the second and third, and Mr. Sawyer stated that we are charged. Mr. Sawyer also stated that it a minimum charge at approximately $5,000/year. Ms. Harrington asked, if the $239,000 there is no projected increase in future years? Mr. Sawyer stated for the other vendors it would have been a lost. Ms. Harrington also asked what the rates were for faculty and staff. Mr. Sawyer responded that faculty and staff pay $5.00 with ID. If they pay with cash/credit card the rate is $6.00, and monthly card holders pay approximately $80/month which is payroll deducted.

Based on the evaluation of the proposals, interviews, and the benefits of continuity with the current provider, staff recommends that the Business Affairs Committee recommend to the full Board to award a three-year contract with two option years to SP+, with the contract commencing on July 1, 2025.

Ms. Harrington asked for a follow-up meeting with the staff.

Action: Pastor Mason motioned; and Ms. Harrington seconded the motion that the Business Affairs Committee recommend to the full board to award a three-year contract with two option years to PS+, with the contract commencing on July 1, 2025. The motion passed unanimously.

***NOTE**: At the end of the meeting, Ms. Harrington suggested that at the next Business Affairs Committee meeting, to please plan to discuss the parking rates.*

(10) Contract Award to PT Mechanical for HVAC Installation (Action Item)

Mr. Eapen stated that staff would like to request approval to proceed with the HVAC installation projects for the IT rooms MG-41 and B2-38, utilizing the quotes provided by PT Mechanical Group under the COSTARS program.

Project Details:

- Mint Building IT Room MG-41 – HVAC Installation

  Scope of Work:

  - Recover disconnect and demo electric, piping, and ductwork from existing Leibert.
  - Furnish and install (3) 5-ton Johnson Controls wall-mounted ductless split systems.

  Fee - $78,668

- Bonnell Building IT Room B2-28 – HVAC Installation

  Scope of Work:

  - Recover disconnect and demo electric, piping, and ductwork from existing Leibert and Sanyo systems.
  - Furnish and install (2) 5-ton Johnson Controls wall-mounted ductless split systems.

  Fee - $62,609

Total for both Projects: $141,277

Warranty: 1 year on workmanship and 5-year limited manufacturer warranty on equipment and parts.

Mr. Bromley stated that B2-28 is a core infrastructure room that houses the virtualization services and also the Sysco switches. Room MG-41 houses our phone and security cameras and security systems.

Mr. Eapen stated that given the critical importance of maintaining our IT infrastructure, we believe it is essential to move forward with these installations to ensure optimal performance and reliability.

The proposals from PT Mechanical (from the COSTARS program) group offer comprehensive solutions and warranties that will safeguard our investment.

Staff requests that the Business Affairs Committee recommend to the full Board to award PT Mechanical under the COSTARS program for HVAC installation projects for IT Rooms MG-41 and B2-28 in the amount of $141,277. These funds will be paid from the capital budget.

Action: Mr. Epps motioned and Ms. Harrington seconded the motion that the Business Affairs Committee recommend to the full Board to award PT Mechanical for HVAC installation projects for IT Rooms MG-41 and B2-28 in the amount of $141,277. The motion passed unanimously.

NOTE: Mr. Eapen stated that the next three (3) items are related to the Advanced Manufacturing Education Program that is funded by the Navy. There was a panel discussion that was led by Consultant, Kris Jones. This is a procurement of equipment and materials.

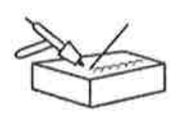
(11) Welding Equipment Acquisitions from FumeDog, Silicon, and Airgas (Action Item)

Staff is requesting approval to proceed with equipment purchase for the Advanced Manufacturing Education funded by the Navy. This program requires the purchase and installation of welding equipment. Kris Jones, the CCP Consultant from the Navy in coordination with Ms. Marsia Henley of the College's department of Purchasing to identify vendors under consortium pricing for the best price, and we have selected Fumedog, Silicon, and Airgas. Staff is recommending the following Welding Equipment Acquisition.

Welding Equipment Acquisition

Company	Quote	Item	Quantity	Total Cost	Discount	Method/Org
FumeDog	FD-WB-55	Welding Booths (Fumeless)	22	64,330	45%	Sole Source / OEM
Silicon	MZ-EM-31225	Rapid Arc Welder	2	55,000	50%	Sole Source / OEM
Lincoln	2013273383	Weld Machine Type 300C	4	56,000	10%**	GP / Airgas
	2013273504	Weld Machine Type S350	4	64,000	10%**	GOP / Airgas
Miller	2012745601	Welder Power Source	8	60,000	10%**	GOP / Airgas
ESAB	JL-EM-31425	Welding Machine	4	50,000	10%**	GOP / Airgas
			Weld Total	349,330*		

* quotes honored, prices fixed
**email confirmation from Lynch



Staff request that the Business Affairs Committee recommend to the full board of trustees the purchase of welding equipment from FumeDog in the amount of $64,330, Silicon in the amount of $55,000 and Airgas in the amount of $230,000. The funds for this purchase will be from the Navy through Blueforge Alliance.

Action: Mr. Epps motioned and Ms. Harrington seconded the motion of the purchase of welding equipment from FumeDog in the amount of $64,330, Silicon in the amount of $55,000 and Airgas in the amount of $230,000. The funds for this purchase will be from the Navy through Blueforge Alliance. The motion passed unanimously.

(12) <u>Inspection Equipment Acquisition from Evident, Sonatest, Trident Welding, and Hocker Inc. (Action Item):</u>

<u>Discussion</u>: Mr. Eapen stated that staff is requesting approval to proceed with the equipment purchase for Advanced Manufacturing Education funded by the Navy. This program requires the purchase and installation of welding equipment. Kris Jones, the CCP Consultant from the Navy in coordination with Ms. Marsia Henley from the College's department of Purchasing is recommending the following Inspection equipment Acquisition from Evident ($104000), Sonatest ($16,000), Trident ($48640), and Hocker, Inc. for $156,000.

Inspection Equipment Acquisition

Company	Quote	Item	Quantity	Total Cost	Discount	Method/Org
Evident	Q-00148590-V6	Ultrasonic Tester - EP650	10	104,000	7%	Sole Source / OEM
Sonatest	SQI0005988	Ultrasonic Tester - WAVE BNC	2	16,000	40%	Sole Source / OEM
Hocker Inc.	S59870-MOD	MT Equipment Bundle	B	78,000	0%	Sole Source / Distributor
Hocker Inc.	S59871	PT Equipment Bundle	B	37,000	0%	Sole Source / Distributor
Hocker Inc.	S59868	VT Equipment Bundle	B	41,000	0%	Sole Source / Distributor
Trident Welding	271	Inspection Test Plates	96	48,640	0%	Sole Source / OEM
			Inspection Total	324,640		

* quotes honored, prices fixed

<u>Action</u>: Mr. Epps motioned, and Ms. Harrington seconded the motion that staff request that the Business Affairs Committee recommend to the full board of trustees the purchase of Inspection Equipment from Evident in the amount of $104,000, Sonatest in the amount of $16,000, Trident in the amount of $48,640, and Hocker, Inc. in the amount of $156,000. The funds for this purchase will be from the Navy through Blueforge Alliance. The motion passed unanimously.

(13) Support Materials Acquisition from Triangle Engineering and Linde (Action Item)

Discussion: Staff is requesting approval to proceed with Support Materials purchase for Advanced Manufacturing Education funded by the Navy. This program requires the purchase and installation of Support Materials Acquisition . Kris Jones, the CCP Consultant from the Navy in coordination with Ms. Marsia Henley from the College's department of Purchasing is recommending the following Support Materials Acquisition from Triangle Engineering and Linde. Funds will be from the Navy and through its funding source Blueforge Alliance.

Action: Mr. Epps motioned, and Ms. Harrington seconded the motions that staff request that the Business Affairs Committee recommend to the full board of trustees the purchase of support materials from Triangle Engineering in the amount of $238,500, and Linde in the amount of $10,000. The funds for this purchase will be from the Navy through Blueforge Alliance. The motion passes unanimously.

Support Materials Acquisition

Company	Quote	Item	Quantity	Total Cost	Discount	Method/Org
Triangle Eng.	19385	2205 Duplex	B	25,000	0%	Sole Source / Distributor
Triangle Eng.	19388	SB443 N06625 Inconel	B	160,000	0%	Sole Source / Distributor
Triangle Eng.	19402	2205 Duplex + ss05 duplex	B	10,000	0%	Sole Source / Distributor
Triangle Eng.	19403	A790 S31803 (2205 Duplex)	B	5,000	0%	Sole Source / Distributor
Triangle Eng.	19404	B444 N06625 Beveled	B	26,500	0%	Sole Source / Distributor
Triangle Eng.	19405	1" sch 80 x 4" B444 N06625	B	12,000	0%	Sole Source / Distributor
Linde	EC20240515	Assorted Weld Wire	B	10,000	0%	Sole Source / Distributor
			Material Total	248,500*		

TRIANGLE ENGINEERING

5% contingency for price volatility in materials market. Projected total = $260k

Linde

(14) Next Meeting – Business Affairs Committee of the Board of Trustees (Information Item)

The next meeting of the Business Affairs Committee is scheduled for Wednesday, April 16, 2025 at 9:00 A.M.

EXECUTIVE SESSION

An Executive Session will follow the Public Session. Discussions will center on labor negotiations and contracts. The Zoom information for the Executive Session will be provided to those in attendance.

JE/tn

c: Ms. Mindy Posoff
Dr. Donald generals
Mr. Gim Lim
Ms. Marsia Henley
Mr. Derrick Sawyer
Mr. John Wiggins

ATTACHMENT A FUNDING FOR ACTION ITEMS			
MEETING OF THE BUSINESS AFFAIRS COMMITTEE OF THE BOARD OF TRUSTEES			
AGENDA: March 19, 2025			
Agenda No.	**Vendor/Consultant**	**Amount**	**Source**
1	Garland/DBS (Subcontractor: Robert Ganter)	$181,329	Capital Budget
2	Iron Bow	$148,057	Operating Budget
3	Guarmard	$647,051	Perkins Funds/Capital
4	Tecquipment	$149,992	Perkins Funds/Capital
5	Intelligent Video Solutions	$256,222	Perkins Funds/Capital
6	Xerox	$ 31,920	Operating Budget
7	Tricon Construction Wayman Fire Protection Torino Construction Hyde Electrical	$976,287 $ 32,500 $288,630 $364,690	Capital Budget Capital Budget Capital Budget Capital Budget
10	PT Mechanical	$141,277	Capital Budget
11	FumeDog Silicon Airgass	$ 64,330 $ 55,000 $ 230,000	Navy through Blueforge Navy through Blueforge Navy through Blueforge
12	Evident Sonatest Trident Welding	$104,000 $324,640 $ 48,640	Navy through Blueforge Navy through Blueforge Navy through Blueforge
13	Support Materials Acquisition from Triangle Engineering and Linde	$248,500	Navy through Blueforge

ATTACHMENT B

ROOFING MATERIAL & SERVICES PROPOSAL

Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055

ROOFING MATERIAL AND SERVICES PROPOSAL

Community College of Philadelphia
Northeast Regional Center
12901 Townsend Rd
Philadelphia, PA 19154

Date Submitted: 11/20/2024
Proposal #: 25-PA-241298
MICPA # PW1925

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

Scope of Work: Base Bid

MOBILIZATION/SAFETY:

1. Furnish and maintain temporary toilet facilities for our employees.
2. Tape off staging for equipment and material.
3. Set up and maintain rooftop safety system to comply with OSHA requirements.
4. Follow all CCP safety requirements and procedures.

VEGETATIVE SYSTEM:

1. Remove the existing vegetative tray system/paver system and place on the ground behind the building. Tray system and pavers to be reinstalled in the same location.

DEMOLITION:

1. Remove the existing roof system and drainage mat and properly dispose of debris.
2. Remove existing coping and properly dispose of metal.

LOADING OF MATERIAL AND EQUIPMENT:

1. Load the required material and equipment onto the roof areas scheduled to be replaced.
2. Ensure material and equipment is spread out to evenly over the existing roof surface to disperse the additional weight load and cover all material that is water sensitive.

INSULATION:

1. Mechanically attach first layer of 1.5" of Polyisocyanurate insulation.
2. Adhere 1.5" of second layer of 1.5" set in Insul-Lock HR w/6" ribbon spacing.
3. Install ½" tapered crickets between drains.
4. Adhere ½" Securock set in Insul-Lock HR adhesive based on specific wind uplift.
5. Install 4' sumps (tapered insulation) at all drain locations.

DRAINS:

1. Properly flash existing drains and install new 4# lead pan and, reuse the existing clamping ring.

FIELD MEMBRANE:

1. Install HPR Torch Base sheet over primed Securock.
2. Install KEE-Stone FB membrane over base sheet set in KEE-Lock Foam Adhesive.

CURB/WALL FLASHING:

1. Curbs less than eight (8) inches must be raised using # 2 Grade BRT Dry wood blocking to achieve proper flashing height.
2. At rising wall, fabricate .040 mil finish aluminum and install under existing receiver and fasten with noncorrosive fasteners.
3. At wood blocking, apply Pro-Stop FR Primer at a rate of .5 gal per square and adhere SA Base IV over wood prior to torching base sheet.
4. Install HPR Torch Base sheet.
5. Install KEE-Stone membrane set in flashing adhesive.
6. Furnish and Install an Aluminum Termination Bar mechanically attached six (6) inches on center at all curbs and wall.

PARAPET WALL:

1. Install pre-engineered ANSI/SPRI ES-1 R-Mer Edge Coping .040 aluminum, color to match.

WATER TEST:

1. Plug the drains and flood the roof to identify roof leaks.

VEGETATIVE TRAY/PAVER SYSTEM:

1. Under Tray System, install an Air Layer Mat System 4' x 75'.
2. Reinstall vegetative trays and paver system based on the previous location.
3. Install new River Ballast at drain locations and at the north end of the roof.

WARRANTY:

1. Installer's Warranty: 5 years from date of substantial completion.
2. Manufacturer's Warranty: 30 years from date of substantial completion.

Proposal Price Based Upon Market Experience: $ 181,329

Garland/DBS Price Based Upon Local Market Competition:

Robert Ganter Contractors	**$**	**181,329**
Belcher Roofing	**$**	**183,312**
ARC Roofing	**$**	**189,927**
United States Roofing Corp.	**$**	**205,187**

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers.

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could effect your project. Thank you for your understanding and cooperation.

Clarifications/Exclusions:

1. Permits are excluded.
2. Plumbing, Mechanical, Electrical work is excluded.
3. Masonry work is excluded.
4. Interior Temporary protection is excluded.
5. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Matt Egan

Matt Egan
Garland/DBS, Inc.
(216) 430-3662

ATTACHMENT C

DIGITAL PRESS

ATTACHMENT C

DIGITAL PRESS

Summary

Xerox	Canon	Ricoh
Purchase Price	Purchase Price	Purchase Price
$211,570.00	$255,896.30	$174,589.50
Total Spend 5 Year Lease (Click & Service)	Total Spend 5 Year Lease (Click & Service)	Total Spend 5 Year Lease (Click & Service)
$450,800.00	$479,133.60	$389,293.04
Total Spend 6 Year Lease (Click & Service)	Total Spend 6 Year Lease (Click & Service)	Total Spend 6 Year Lease (Click & Service)
$508,128.00	$524,306.88	$456,516.96

*Click charge is price per copy. 1 million per year was used based past 4 year usage of the college.

HP Indigo Totals Digital Sheet Prints (12 x 18 or higher sheet size)

2018	2019	2020	2021	2022	2023	2024
3,108,814	2,742,223	866,802	918,735	1,046,386	847,607	1,004,814

ATTACHMENT D

CONSTRUCTION FOR ENROLLMENT CENTER PROJECT

Tricon Construction Management

						Tricon Construction Management	
					Total Cost	$976,287	
					Selected #	0	
					Selected ($)	$ 0	
#	Locked	Items	Selected	Lowest	QuantityRequired	UnitPrice	Total Cost
1	Base Bid Pricing (1)						
#1-1	FALSE	Total Base Bid cost per the scope of work defined within the documents	$ 0	$976,287	1	$976,287	**$976,287**

WAYMAN FIRE PROTECTION

								Torino Inc		Wayman Fire Protection	
							Total Cost	$49,113		$32,500	
							Selected #	0		0	
							Selected ($)	$ 0		$ 0	
#	Locked	Items	Selected	Lowest	Unit of Measure	Quantity Required		Unit Price	Total Cost	Unit Price	TotalCost
1	Base Bid Pricing (1)										
#1-1	FALSE	Total Base Bid cost per the scope of work defined within the documents	$ 0	$32,500	LS	1		$49,113	$49,113	$32,500	**$32,500**

TORINO CONSTRUCTION

	Torino Inc
Total Cost	$288,630
Selected #	0
Selected ($)	$ 0

#	Locked	Items	Selected	Lowest	Unit of Measure	Quantity Required	Unit Price	Total Cost
1	Base Bid Pricing (1)							
#1-1	FALSE	Total Base Bid cost per the scope of work defined within the documents	$ 0	$288,630	LS	1	$ 288,630.(	**$288,630**

HYDE ELECTRIC CORPORATION

							H.B. Frazer Company - Pennsylvania		Hyde Electric Corporation		Torino Inc	
						Total Cost	$379,500		$364,690		$399,957	
						Selected #	0		0		0	
						Selected ($)	$ 0		$ 0		$ 0	
#	Locked	Items	Selected	Lowest	Unit of Measure	Quantity Required	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
1	Base Bid Pricing (1)											
#1-1	FALSE	Total Base Bid cost per the scope of work defined within the documents	$ 0	$364,690	LS	1	$379,500	$379,500	$364,690	**$364,690**	$399,957	$399,957

MEETING OF AUDIT COMMITTEE (HYBRID)
Community College of Philadelphia (CCP)
Monday, March 24, 20254 – 10:00 a.m.

Present for the Audit Committee: Mr. Anthony Simonetta (*via* Zoom), Mr. Timothy Ford (*via* Zoom) and Mr. Harold Epps (*via* Zoom)

Present for the Administration: Mr. Jacob Eapen, Carolyn Flynn, Esq., and Mr. Gim Lim

Representing Grant Thornton: Ms. Angelica Roiz, Ms. Elizabeth Ireland, Ms. Gabriella D'Angelo and Mr. Dennis Morrone

Representing Meridian Group: Mr. Tony Scott (*via* Zoom)

Guests: Dr. Judith Gay, Vice President of Emerita (*via* Zoom) and Ms. Keola Harrington, CFO of Philadelphia Parking Authority (*via* Zoom)

AGENDA – PUBLIC SESSION

The Audit Committee meeting was held on-campus and also available *via* Zoom for those who could not attend in person.

(1) Approve Minutes of Audit Committee Meeting on October 18, 2024 (Action Item):

Action: Mr. Tony Simonetta asked whether anybody has corrections or changes to the minutes. Hearing no changes, Mr. Simonetta asked for a motion to recommend acceptance of the October 18, 2024 Audit Committee meeting minutes (Attachment A). Mr. Harold Epps made the motion. Mr. Simonetta seconded the motion. The motion passed unanimously.

(2) Introduction of New Engagement Partner – Elizabeth Ireland (Information Item):

Mr. Simonetta stated that Ms. Elizabeth Ireland of Grant Thornton (GT) has joined the Audit Committee Meeting today. Mr. Simonetta stated that the Audit Committee members and CCP management decided that it was appropriate for them to seek a change in the audit partner with the extension of the Grant Thornton audit contract.

Mr. Simonetta stated that accounting firms typically have rotation policies for their audit partners on public companies, but not for not-for-profit organizations. Mr. Simonetta stated that the Audit Committee felt that, although it has been extraordinarily happy with the work Ms. Angelica Roiz as the leader of her team has done over the years, it was a good time for CCP to get a new perspective from an experienced GT not-for-profit audit partner.

Mr. Simonetta stated the Audit Committee had the opportunity to interview three outstanding individuals and the unanimous decision was for CCP to ask Ms. Ireland to become CCP's audit partner and part of our team.

Mr. Simonetta asked if Ms. Ireland had anything she would like to say at this time?

Ms. Ireland stated she is happy to be back working with Community College of Philadelphia, and she is looking forward to working with the Audit Committee and Community College of Philadelphia for the upcoming years.

Mr. Simonetta asked if there were any questions for Ms. Ireland before moving forward. Hearing none, Mr. Simonetta asked for Ms. Angelica Roiz to move forward with the Uniform Guidance report presentation.

(3) <u>2023-2024 Uniform Guidance Report (Action Item)</u>:

Ms. Roiz stated in addition to herself, Ms. Ireland and Ms. Gabriella D'Angelo, Mr. Dennis Morrone of Grant Thornton is joining the meeting. Ms. Roiz stated that Mr. Morrone is Grant Thornton's national leader of the not-for-profit and higher education practice. Ms. Roiz stated that the Audit Committee will hear from Mr. Morrone at the end of her presentation. Ms. Roiz stated that Grant Thornton also has asked Mr. Tony Scott, Chairman and CEO of the Meridian Group, to attend. Grant Thornton has worked closely with the Meridian Group over many years to ensure that it has a minority business enterprise partnership included in their audit.

Ms. Roiz stated the presentation for the Audit Committee are the results of Grant Thornton's Uniform Guidance audit procedures and procedures done for the financial statement audit back in the fall.

Ms. Roiz reported that Grant Thornton shared with the Audit Committee an overview of the programs they focused on over the past three years. The primary focus has consistently been on student financial assistance due to the size of these programs at the Community College of Philadelphia. For this year Grant Thornton included a new additional major program for audit, which was the Connecting Minority Communities pilot program. Ms. Roiz stated that this popped up for Grant Thornton because the CCP expended over $750,000 of federal monies this period. Ms. Roiz stated as a new major program, it was subjected to compliance and control testing. Grant Thornton did not identify any compliance or control findings for the programs within the audit scope. Ms. Roiz also noted that the findings from the previous year related to student financial aid have been fully remediated from Grant Thornton's perspective.

Ms. Roiz stated the final schedule of expenditures of federal awards for CCP will be certified by management as well as by Grant Thornton and submitted to the Federal Audit Clearinghouse before March 31st.

Mr. Simonetta noted that in the compliance audit report, Grant Thornton is still describing the noncompliance item, which occurred last year. Mr. Simonetta asked how much longer will it appear in the reports going forward. Ms. Roiz stated that this will be the last year it will be noted on the report. Ms. Roiz stated that Grant Thornton is required to show anything that came up on last year's compliance issues and share remediation status of those issue or issues. Basically, this year is just an abridged version of last year's issue and noting the fact that it has now been fully remediated. Ms. Roiz stated going forward for the 2025 audit, it would no longer be listed and because Grant Thornton had no findings for 2024, the CCP's summary of prior audit findings next year will be blank.

Mr. Harold Epps stated before the Audit Committee moves forward with the meeting, he would like to introduce a new Board of Trustees member, Ms. Keola Harrington, to the meeting. Ms. Harrington will be joining the Audit Committee next year so he invited her to the meeting so she understands and appreciates the process.

Ms. D'Angelo then presented an overview of the actual procedures around the compliance audit. Ms. D'Angelo stated that Grant Thornton performed compliance and controls procedures over the major programs in accordance with the 2024 compliance supplement, as well as test the SEFA for completeness and review the related disclosures to ensure that everything is included and they are complete as well. Ms. Roiz stated that Grant Thornton had no finding and this would be a clean opinion.

Ms. Roiz stated that part of Grant Thornton's technology review included the Banner ERP and testing the general ledger. Grant Thornton also looked at the Financial Aid module in Banner to ensure proper segregation of duties on who is packaging, reviewing and dispersing aid. Ms. D'Angelo stated that there were no significant deficiencies noted with the testing.

Ms. Roiz stated that once Grant Thornton is in receipt of the signed rep letter, the last steps will be issuing the report, certifying the data collection form, and all of that has to happen before March 31, 2025 so CCP is well within the deadline.

Ms. Roiz stated that the last part of the GT presentation will have Mr. Dennis Morrone, talk about leadership updates, state of higher education and some of the topics Grant Thornton has talked about before with the Audit Committee.

Mr. Morrone stated that it is wonderful that the Audit Committee chose to work with Ms. Ireland going forward even though CCP has been exceptionally well served by Ms. Roiz, but Ms. Ireland is one of Grant Thornton's best as well.

Mr. Morrone stated there are tough times for higher education right now and really not entirely sure exactly what is happening, but Grant Thornton is monitoring the landscape and the press releases on a daily basis. Mr. Morrone stated that most institutions need to file all of their reports by March 31st but with the executive order that has been signed and now awaiting congressional approval and so on, Grant Thornton does not know what these audit requirements will look like going forward.

Mr. Morrone stated there is so much that he could really talk about, whether it's declining contributions, enrollment cliffs, the reduction in federal funding, the pernicious impacts of inflation and what everybody has learned about how to scale and control costs. Mr. Morrone stated there is Title IX, discount rates, new ERPs, ERM and deferred maintenance, but four topics have come up for most colleges and universities right now:

1. Redesigning strategy for growth, making sure that we agree introspective about who we are, the cohort of students that we serve, how we burnish our brand, and how we attract and make sure that we have a sturdy pipeline of students in attendance.
2. Rethinking operational and performance model. There is a recognition that top-line revenue growth and certainly programmatic delivery, while distinct, are interconnected and institutions, again, are focusing on making sure they are offering the programs that are accretive to their overall brand as well as margin.
3. Revitalizing board governance – even as CCP is adding committee members to this committee, he thinks organizations continue to be reflective and say, what do we need to do to ensure that we strengthen our board governance and that we are a complementing force for the institutional leadership team.
4. Enterprise risk management - if it does not live in some other committee of the board, the Audit Committee really is tasked with working closely with the members of management to identify, evaluate, inventory the risks that are confronting your institution.

Mr. Morrone stated those risks today are different than they were just last year, so now to what is going on here in terms of the federal administration. Mr. Morrone stated some of the factors or some of the issues that we have heard do not really apply to your college, whether it be capping indirect cost rates, the endowment tax for institutions, whether it be a demonstrative decline in research and development dollars. Mr. Morrone stated the good news is that Pell program that CCP relies on a great deal is just going to be repositioned under a different federal agency. Now that is of significance, and Pell for context is roughly about $8,000 for the most significant need-based student that is attending the institution.

Mr. Morrone stated it is important, but it is not going to defray the entire cost of attendance, but that will be relocated to a different agency. Mr. Morrone stated what Grant Thornton is seeing is some of the federal programs may be shifted to the States. Over the past decade, Grant Thornton has seen more and more autonomy and empowerment going to the States to really drive, define, and guide the delivery of education within the States in which they operate.

Mr. Morrone stated the big issue is the loan program and if that becomes privatized, there is a significant issue from where Grant Thornton sits. The capacity for the private sector to give loans that is commensurate and on parity with the federal government is going to go down significantly.

Mr. Morrone stated the underwriting process that could naturally follow to ensure that students will have the ability or the propensity to eventually service that debt, I think will be more significant and onerous on the student. If privatized, there is the chance that the interest rates will be higher than what we've historically seen on those loan portfolios. That is a confluence of three very significant factors that could impact higher education.

Mr. Morrone stated another issue here is that there has been no word about SEOG, which complements the Pell packaging process, where that would go. Since CCP also has monies coming from the state, it will now have multiple reporting structures to address where presently it has just the Department of Education. This means more work for auditors, more work for the institution, more risk of compliance and non-compliance.

Mr. Morrone stated that Congress has approved and allotted substantial funds, as we know, to the Department of Education and they are under a congressional mandate to execute those programs. You cannot cut those departments down to a level where they cannot execute on those programs. Mr. Morrone stated he believes there is a law called the Impoundment Control Act, that actually prevents that from happening. At some point, the government, even in light of these executive orders, needs to deliver on the programs that have been approved, unless there is an act of Congress of rescission, where the monies then flow back to the Treasury. In summary, that means there is a lot more steps to follow here before we likely see the true demise and closure of the Department of Education.

Mr. Morrone stated that process applies more broadly to these other departments that are under microscope of the current administration. Mr. Simonetta asked if anyone had questions for Mr. Morrone or Ms. Roiz.

Mr. Harold Epps asked in today's world, cynicism reigns supreme in some circles, what are the consequences if somebody does not adhere to whatever the law says and they are supposed to adhere to, which right now is rampant? So, what happened if they do not do it?

Mr. Morrone stated it is unclear and the resources might not necessarily be available to an institution to comply. Mr. Morrone shared an example of one of his clients that is not in Higher Education. Mr. Morrone stated the organization received a significant sum of federal monies, in the excess of $200 million. That money flowed through to the institution's financial custodian institution which is a very well-known bank. Mr. Morrone stated that particular institution would not disperse those funds to the NGO, even though it was in their account titled to the name of the organization in which they were the beneficiary. The organization was doing that because they were concerned that the federal government may try to claw those monies back, and they did not want to be on the hook for them so they froze those monies.

Mr. Morrone stated even if the organization wanted to execute on the program imperatives that they agreed to in the contract that they signed with the respective federal agency, they could not do it and he thinks that is the mechanism right now in which organizations are going to experience. They are just not going to have the access to the capital to affect the purposes of the programs.

Ms. Flynn asked Mr. Morrone when he was talking about the financial assistance being repositioned underneath another federal agency. Is there a specific update when this is happening, and if so, to which agency that would be repositioned? Mr. Morrone replied at this time he does not have an answer. Mr. Morrone stated the information that he shared with the Audit Committee is fairly new and just came out last Thursday. There is just not a lot of specificity at this time.

Ms. Roiz stated there was a mention of some of the student loans going to SBA, and SNAP and other programs like that moving to the HHS (Health and Human Services), but nothing has been finalized.

Mr. Simonetta asked if there were any more comments or questions?

Mr. Timothy Ford asked what are the impacts that the new administration is having on the audit specifically? For example, what does it mean for the footnotes? Is Grant Thornton seeing any changes in how they are running audits or the notes you are making on higher education?

Ms. Morrone stated that Grant Thornton is watching closely what this means. In fact, many employees of Grant Thornton worked this past weekend on the compliance requirements leading to the submission of these reports by this Friday but the Department of Education over the past several years has done two very significant things. One, it has obligated institutions to report in a very robust fashion on the nature of their related party transactions. Mr. Morrone stated that Grant Thornton does not exactly have clarity in terms of why the Department of Education wants that data.

Mr. Morrone stated that the Department of Education asked institutions to prepare the fiscal responsibility supplemental ratios, which those make a little bit more sense. The Department of Education continues to expand the federal uniform guidance compliance supplement in terms of asking Grant Thornton to look at additional compliance requirements and that could be a requirement for colleges and universities to report on the following:

- Post-graduation student success rates
- Are the students working in a field that aligns with their major?
- Do they have the ability to service their loans, etc.?

Ms. Roiz stated for Community College of Philadelphia from a reporting perspective, some of the ratios and the liquidity and supplemental schedules do not apply because it is a public institution and the reporting requirements are a bit different. There has to be much more egregious liquidity issues or triggers before the reporting requirements apply. Ms. Roiz stated often times public institutions follow along with the private sector, which currently has all the reporting requirements that Mr. Morrone mentioned. Ms. Roiz added that typically, around May is when they would see the compliance supplement released and each of the departments, including the Department of Education, Health and Human Services, has their main programs listed out.

Ms. Roiz stated that Grant Thornton is not sure yet how much of these changes are going to actually manifest themselves in their audit procedures and work that Grant Thornton will be doing for next year's audits.

Ms. Ireland stated CCP will also start to notice some of the disclosure requirements related to the financial statements and experience uncertainty in funding. Grant Thornton is starting to see some public companies that do receive significant government funding mention DOGE (Department of Government Efficiency) and uncertainty in government funding. Ms. Ireland stated it will work with CCP to determine the disclosure requirements.

Mr. Ford stated that the Business Affairs Committee at CCP has been looking at what to keep funding and what CCP could live without in light of the funding uncertainty. This uncertainty has to reflect somewhere on the paper.

Mr. Simonetta asked whether Mr. Epps has any more questions.

Mr. Epps stated before we close the meeting, he would like to go back to what Mr. Morrone discussed and two words come to his mind: Expensive and human tracking. There are many organizations that he is involved with that try to drive for outcomes because that is how you are continuously funded. Mr. Epps stated it is expensive to track outcomes because people do not respond and while technology exists nobody wants that either. Mr. Epps stated that CCP needs to really understand the challenges and expectations.

Action: Mr. Simonetta asked for a motion to recommend to the full board acceptance of the Uniform Guidance Report (Attachment C). Mr. Ford made the motion. Mr. Epps seconded the motion. The motion passed unanimously.

(4) Grant Thornton Contract Extension (Action Item):

Mr. Simonetta stated the extension of Grant Thornton's contract is for a two-year extension with an increase of about 3%. This is based on the scope of services that has existed over the last few years.

	2022-2023	2023-2024	2024-2025	2025-2026
Audit*	$145,140	$145,140	$149,500	$154,000
AUP**	$ 20,360	$ 20,360	$ 21,000	$ 21,500
Total	$165,500	$165,500	$170,500	$175,500

*Financial Statement Audit and Uniform Guidance Audit (assuming 1 major program which is the Student Financial Assistance Cluster)
** Agreed upon procedures including Keys, PDE, and President's Expenses

Mr. Simonetta stated if there are any changes in the scope based on a governmental perspective, the Audit Committee and Grant Thornton will have to sit down and go through that and figure out what the impact would have on the fees. Mr. Simonetta asked if Mr. Jacob Eapen had any comments and Mr. Eapen stated that he did not have any additional comments.

Action: Mr. Simonetta asked for a motion to recommend to the full board the acceptance of Grant Thornton's proposal for a two-year contract extension, covering fiscal years 2024-2025 for $170,500 and 2025-2026 for $175,500, if there were no questions or comments regarding the fees. Mr. Epps made the motion, which was seconded by Mr. Ford. The motion passed unanimously.

(5) **Next Meeting**:

The next meeting of the Committee will be in June 2025 at which time Ms. Ireland of Grant Thornton, the new engagement partner, will discuss their proposed Audit Plan for the 2024-2025 Fiscal Year.

Mr. Simonetta asked for a motion to adjourn the meeting, Mr. Epps motioned and Mr. Ford seconded. The motion passed unanimously.

EXECUTIVE SESSION

During any audit committee meeting; Management, The Independent Auditors or the Internal Auditor may request an Executive Session to meet privately with the Audit Committee.

GSL/lmh
Attachments

cc: Dr. Donald Generals, Jr.
Mr. Jacob Eapen
Ms. Carolyn Flynn, Esq.
Mr. Derrick Sawyer
Mr. Barry Sulzberg
Representing Grant Thornton: Ms. Angelica Roiz
Representing Grant Thornton: Ms. Gabriella D'Angelo

ATTACHMENT A

Minutes from October 18, 2024
Audit Committee Meeting

MEETING OF AUDIT COMMITTEE (HYBRID)
Community College of Philadelphia
Friday, October 18, 2024 – 1:00 p.m.

Present for the Audit Committee: Mr. Anthony Simonetta (*via* Zoom), Mr. Rob Dubow (*via* Zoom), Mr. Timothy Ford (*via* Zoom) and Mr. Harold Epps (in-person)

Present for the Administration: Donald Generals, Ed.D., Mr. Jacob Eapen, Carolyn Flynn, Esq., Mr. Gim Lim, Mr. Robert Lucas, Dr. Mellissia Zanjani and Ms. Elly Jo Waller (*via* Zoom)

Representing Grant Thornton: Ms. Angelica Roiz and Ms. Gabriella D'Angelo

Guest: Dr. Judith Gay, Vice President Emerita (*via* Zoom)

AGENDA – PUBLIC SESSION

The Audit Committee meeting was held on-campus and also available *via* Zoom for those who could not attend in person.

1. Approve Minutes of Audit Committee Meeting on June 17, 2024 (Action Item):

Action: Mr. Tony Simonetta asked whether anybody has corrections or changes to the minutes. Hearing no changes, Mr. Simonetta asked for a motion to recommend acceptance of the June 17, 2024 Audit Committee meeting minutes (Attachment A). Mr. Harold Epps made the motion. Mr. Rob Dubow seconded the motion. The motion passed unanimously.

2. 2024 Fiscal Year Audit Report (Action Item):

Ms. Angelica Roiz introduced herself and Ms. Gabriella D'Angelo who was recently promoted to manager. Ms. D'Angelo has been the Senior Associate on the College's audit for a number of years. Ms. Roiz stated that Grant Thornton is here today to present the results of our 2024 Financial Statement Audit (Attachment B) for the College. Ms. Roiz stated if there are any questions or comments to please feel free to stop her as she goes along. Ms. Roiz stated it was a clean audit with no significant findings or issues or material misstatements. The audited financial statements have to be submitted to the City of Philadelphia by October 31st as the College is a component unit of the City. Grant Thornton will come back to the Committee in March 2025 to present the results of their compliance audit or the long form.

Ms. Roiz stated that Grant Thornton also work with Mr. Tony Scott's firm, the Meridian Group, a local minority-owned firm. Mr. Scott provides staffing for the audit as part of Grant Thornton's contract with the College. Ms. Roiz stated that Grant Thornton's work is complete and they are ready to issue the opinion as soon as they receive the signed Management Rep Letter and a few legal updates from external counsels as part of their final concluding procedures.

Ms. Roiz stated from a timeline and scope perspective, the audit is consistent with what Grant Thornton shared with the Committee back in June 2024. Grant Thornton started working in the spring and summer time as they do their planning and risk assessments, walk-throughs over the course of the summer and completing the final field work in the September/October time frame. Ms. Roiz stated that they will be performing a few Agreed-Upon Procedures for the College in December.

According to Ms. Roiz, Grant Thornton's significant risk is management override of controls. This is not due to any issues at the College but because audit standards require it to be identified as a significant risk. She stated that Grant Thornton conducted extensive testing on the design of systems, pervasive controls, and tone at the top, engaging with individuals both within and outside of Finance. She also mentioned that Grant Thornton performed substantial testing on journal entries for the year, and the results of their procedures did not reveal any identified or suspected instances of fraud or management override of controls. Revenue remains their main area of focus, examining all financial statement line items and disclosures, but certain items received more time and effort.

Ms. Roiz stated that Grant Thornton examined the tuition and fee revenues to ensure they were appropriately recorded and disclosed. This involved detailed testing of student account statements, billings, and collections. On the grant side, Grant Thornton conducted extensive testing on all Federal, State, and Local Grants received by the College to ensure funds were appropriately spent and financial statement disclosures were complete and accurate. Ms. Roiz mentioned that some funds are deferred if projects have yet to start, and sometimes there are receivables for completed work that have yet to be collected. All of these aspects were subject to their procedures, and they found no significant issues. Regarding investments, Grant Thornton confirmed and performed valuation testing on the investment holdings of both the College and the Foundation. Ms. Roiz noted no significant findings or issues and expressed confidence in the recorded values and the footnotes of the financial statements. Additionally, Grant Thornton reviewed appropriations to ensure that disclosed amounts were appropriate, whether for operating or capital purposes, and verified the various funding sources, all of which were subject to their procedures.

Ms. Roiz stated that GASB 75 has been around for several years and pertains to OPEB, the other post-employment benefits liability on the College's books. She explained that actuaries handle this work for the College, and Grant Thornton has their own actuaries who review it to ensure it's reasonable and appropriate. Grant Thornton is confident in these estimates and confirmed that management has not made any inappropriate or unusual adjustments. All financial disclosures are complete and accurate in accordance with GASB standards. Ms. Roiz noted that there were no significant new accounting pronouncements this year, so there weren't major changes in the financials related to GASB. However, they still performed a completeness check to ensure everything was recorded appropriately.

Ms. Roiz stated that Banner was in scope for Grant Thornton's IT audit, which included general ledger, financial aid and administrator access and password testing. Grant Thornton collaborated with the College's Finance and IT departments to ensure employees are added and removed in a timely manner, access is appropriate, and Finance personnel do not have inappropriate administrative access, thereby maintaining proper segregation of duties. This work also complements the financial aid testing to be conducted later in the year, ensuring that financial aid limits are integrated into the systems and the College complies with the Department of Education regulations. Ms. Roiz mentioned that Grant Thornton found no instances of fraud, significant findings, or issues with related party transactions. She added that all component unit dealings, including those involving the Foundation and CCP Development, LLC, are disclosed in the financial statements.

Ms. Roiz stated that Grant Thornton identified two immaterial past adjustments related to year-end cut-off items that management was aware of. The adjustments have negligible impact on the change in net position due to their immateriality. One adjustment was related to the implementation of a new leasing software, LeaseCrunch, which automates the tracking of all leases and SAAS for GASB 87 and GASB 96. During the conversion, a portion of interest receivable had to be adjusted. The second adjustment involved a Catto scholarship grant receivable. Once more accurate information was available, the College adjusted the estimate, and all corrections were made as part of the year-end testing.

Mr. Simonetta inquired about the grant receivables, mentioning that it was his understanding these receivables dated back a couple of years and should probably have been written off last fiscal year. He asked Ms. Roiz to elaborate on the situation. Ms. Roiz then invited Mr. Lim or Mr. Eapen to provide more details. Mr. Lim explained that the issue originated in 2021 when the Catto Scholarship fund was first established. At that time, the College booked a list of items related to furniture, fittings, and equipment as receivables. These items were billed the following year, but due to staff turnovers at the College, the entry was not reversed. Mr. Simonetta asked whether the College received the funds. Mr. Lim clarified that the College did indeed receive the funds. The $505,252 in question was included on an invoice totaling about $1.5 million.

Mr. Simonetta asked if there were any more questions before moving forward. Hearing none, Ms. Roiz stated that this concludes Grant Thornton's required communications of the audit. She welcomed any questions or comments from the Audit Committee regarding their presentation (Attachment C) or on the draft financial statement.

Ms. Roiz continued with the industry update, mentioning that there are headwinds in the sector that began before COVID, were exacerbated by the pandemic, and are still present. She noted significant differences between the public and private sectors. Ms. Roiz highlighted that the Department of Education has focused more on the liquidity of institutions in the private sector, where they lack the support, appropriations, and public funding that public institutions receive. Consequently, Grant Thornton has been working extensively with private clients on enhanced disclosures for the Department of Education. While the Department has not mandated these enhanced disclosures in the public sector, it remains a focus area due to precarious enrollment trends and changing student demographics. Despite pressures on tuition, Ms. Roiz noted that the College has maintained flat tuition rates over a number of years, and enrollment is moving in a positive direction.

Ms. Roiz stated that while the sector faces significant headwinds, the College is well-positioned in many ways compared to what Grant Thornton is observing elsewhere. She noted that schools are increasingly focusing on Enterprise Risk Management (ERM), strategic planning, and programming. With the end of HEERF funding and challenging demographics, the Department of Education appears to be emphasizing liquidity. This trend is evident in Philadelphia's higher education landscape.

Mr. Rob Dubow asked if these concerns affect all higher education institutions or specifically community colleges. Ms. Roiz confirmed it affects all higher education, but noted that the impact on community colleges is different. Community colleges benefit from state, local, and federal support, which buffers them compared to private institutions. Public sector enrollment has remained strong compared to other higher education sectors. Although community colleges are not immune to these issues, they are less severe assuming tuition remains flat, programs continue to develop, and demographic challenges are managed.

Mr. Harold Epps asked whether there were any discussions about the extent of excess capacity in the system, excluding private higher education. Ms. Roiz clarified if he meant within the community college system. Mr. Epps confirmed, adding that it could also apply to state-funded institutions in general. Ms. Roiz responded that it's challenging to quantify due to variables such as the system, geography, and specific institutions.

Dr. Generals noted that the focus on workforce development, which increasingly involves not just 17-year-olds but also four-year institutions, is seen as a response to declining youth demographics. This trend suggests a growing demand from various sectors for workforce development. Dr. Generals mentioned that Grant Thornton's observation about community colleges' enrollment out performing four-year institutions aligns with broader demographic trends and cost factors, indicating a disruption in higher education.

Ms. Roiz agreed, emphasizing that while demographic factors are crucial, the Department of Education's evolving approaches to aid calculation, eligibility, and auditing reflect these changes. She noted that these factors would likely influence future statistics and reporting. Dr. Generals added that in Pennsylvania, the Governor is pushing for higher education reorganization, promising more revenue and a focus on performance-based funding, impacting all aspects of workforce development.

Mr. Simonetta stated that Colleges are experiencing a capacity issue. Penn State University is closing some of its suburban locations, the University of the Arts has shut down, and Cabrini University was acquired by Villanova University. These events clearly indicate a capacity issue which universities are trying to resolve. Dr. Generals noted that the Pennsylvania State System of Higher Education (PASSHE) consolidated six universities into three, yet they still face struggles, indicating that these measures are not enough.

Ms. Roiz mentioned that Grant Thornton is observing a decrease in capacity across the board, with an increase in mergers, consolidations, and partnerships between schools and programs to retain and attract students. Mr. Simonetta inquired if Dr. Generals had heard about additional funding targeted primarily at community colleges for students aiming for workforce training rather than pursuing a degree. Dr. Generals stated that is a significant part of the Governor's strategy and plan to focus on higher education on the workforce economic needs of the State. All indicators point to the fact that college is costly. At the same time, it does the least in terms of retaining students to stay and contribute to the local economy.

Dr. Generals stated that the Governor's original plan called for a thirteen percent increase in funding, which did not happen. The College received six percent and is still holding the State to the thirteen percent increase. The Higher Education Board has just formed and is scheduled to have a plan by 2025, which brings the Governor to year two or three of his term. Dr. Generals mentioned that the plan is to expand in areas such as workforce development and short-term certificates. The Governor is focusing on Applied Sciences like Nursing and Auto Tech, as these areas are expected to receive more funding through performance-based structures, with the State looking at graduation rates and contributions to the economy.

The Higher Education Board has met twice and is scheduled to have a plan by September 2025. This plan will encompass all higher education in the State except for Penn State and Carnegie Mellon University, but includes PASSHE and State-related institutions, all of which are represented. Community colleges have one representative on the board. Dr. Generals stated that the Governor's goal is to make a difference in higher education. Initially, he tried to include governance, but this time he is making it clear that governance is not part of it. Instead, authority will be placed with the Higher Education Board, which will have regulatory authority despite local governance. Dr. Generals acknowledged that this may sound confusing, but he believes it is changing the landscape of higher education.

Mr. Epps asked about the protections in place for the next steps and what to expect as the Governor reaches the halfway point of his administration in two months. He inquired about the speculation on what might happen between now and the end of the Governor's term. Dr. Generals responded that it is overly optimistic to expect a 13 percent increase and for the Higher Education Board to structure a performance-based model. With only two years left in his term, the Governor's ambitious plans are uncertain, which has always been a concern. Dr. Generals mentioned he is worried about the regulatory authority over colleges that will be passed on to the next administration.

The Higher Education Board had their second meeting, aiming to create performance-based funding. Efforts to revitalize articulation agreements have been ongoing for four months, but progress has stalled due to the election. Meanwhile, colleges are closing, and there is a sense of urgency in Harrisburg to address these issues carefully. The University of the Arts' closure, along with Pierce, Cabrini, and the University of the Sciences, highlights the severity of the situation in Philadelphia.

Dr. Generals mentioned that colleges are struggling with changes to financial aid and there are concerns about financial aid fraud. Ms. Roiz added that from a compliance testing perspective, the College is still awaiting results from the 2018 program review. She mentioned that Grant Thornton will be conducting more detailed compliance testing to ensure all requirements are met this winter. Although it is hard to predict the outcome, Grant Thornton's testing will increase, with a focus on more compliance and fraud testing due to the inherent risks.

Action: Mr. Simonetta asked whether anybody had any concerns or questions. Hearing no concerns or questions, Mr. Simonetta asked for a motion to recommend acceptance of the June 30, 2024 Financial Statements (Attachment C) to the full board. Mr. Dubow made the motion. Mr. Timothy Ford second the motion. The motion passed unanimously.

3. Internal Audit Plan (Information Item):

Mr. Bob Lucas provided an update on the 2022-2024 Internal Audit Plan. He provided a summary report of activities since the last Audit Committee meeting and a spreadsheet of the Internal Audit Plan by email in advance of the meeting. Mr. Lucas stated that, since the last Audit Committee meeting, two audits had been completed and the draft audit reports were issued to management. He also noted that five audits were in progress.

Mr. Lucas noted that the two completed were part of the proposed 2024-2026 Internal Audit Plan and that both audits were requested by senior management to be performed as soon as possible for logistical reasons. Mr. Lucas stated that the audit of purchasing cards had been performed previously and that, based on the turnover of a number of cardholders since the prior audit, it was recommended that another audit be performed to help ensure compliance with the existing policies and procedures.

Mr. Dubow asked Mr. Lucas whether there were planned cycles to perform certain audits. Mr. Lucas responded that with limited staff it was not practical to perform audits on a cycle basis, and that the timing of the audits, which may recur over time, were based on the professional judgment of the Internal Auditor to recommend them to senior management for inclusion in the Annual Audit Plan.

Mr. Lucas then reviewed the 2022-2024 Internal Audit Plan which was also provided to the members by email in advance of the meeting. He noted that certain audits were still in progress and that several had not started in that period, some of which are now included in the Proposed 2024-2026 Internal Audit Plan which was also included in the Internal Audit materials sent to Committee members. Mr. Lucas stated that the proposed plan had been provided to Dr. Generals for his review and that the new plan, once approved, would be shared with the Cabinet as well.

Mr. Lucas then reviewed with the Committee the Internal Audit Follow Up Matrix on which the audit comments, recommendations, and management's action plans are tracked. The matrix had also been distributed to the Committee members by email in advance of the meeting. Mr. Lucas noted that the target dates and action plans had been updated at the direction of the vice presidents who were responsible for those plans.

Mr. Lucas stated that the Internal Audit Committee (IAC) continues to meet at least quarterly. The most recent meeting of the IAC was in September.

Lastly, Ms. Carolyn Flynn, General Counsel, informed the Audit Committee that Mr. Lucas had resigned from his position with the College. The Committee members thanked Mr. Lucas for his work in Internal Audit and wished him well in his retirement.

Mr. Simonetta stated Grant Thornton's contract expires with the June 30, 2024 audit. The College was considering whether to seek proposals. Mr. Eapen and I decided we would instead consider a change of the engagement partner for the audit and continue our relationship with Grant Thornton. Mr. Eapen stated he will reach out to the Committee members to get their feedback and invite Committee members interested in interviewing from the pool of available engagement partners.

Mr. Simonetta asked for a motion to adjourn the meeting, Mr. Dubow motioned and Mr. Simonetta seconded. The motion passed unanimously.

4. <u>March 2025 Meeting Date (Information Item)</u>:

The next meeting will be to discuss the results of the College's Uniform Guidance Audit. Typically, this meeting is scheduled for the month of March, since the deadline to submit the results to the Department of Education is March 31st of each year.

<u>EXECUTIVE SESSION</u>

During any audit committee meeting; Management, The Independent Auditors or the Internal Auditor may request an Executive Session to meet privately with the Audit Committee.

GSL/lmh
Attachments

cc: Dr. Donald Generals, Jr.
Mr. Jacob Eapen
Ms. Carolyn Flynn, Esq.
Mr. Robert Lucas
Mr. Derrick Sawyer
Mr. Barry Sulzberg
Representing Grant Thornton: Ms. Angelica Roiz
Representing Grant Thornton: Mr. Alex Ney

ATTACHMENT B

Grant Thornton's 2024 Annual Uniform Guidance Results Presentation

2024 Annual Uniform Guidance Results Presentation

Community College of Philadelphia

March 24, 2025

PRESENTATION TO THOSE CHARGED WITH GOVERNANCE

This communication is intended solely for the information and use of management and the Audit Committee of Community College of Philadelphia and is not intended to be and should not be used by anyone other than these specified parties.

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Area of focus: Single Audit

The following provides an overview of the major programs tested this year; it has been determined based on the final schedule of expenditures of federal awards prepared by management.

Major program(s)	2024	2023	2022
Student Financial Assistance Cluster	X	X	X
Connecting Minority Communities Pilot Program (ALN 11.028)	X		
Education Stabilization Fund (ALN 84.425)		X	X
Career and Technical Education – Basic Grants to States (ALN 84.048A)		X	

Area of focus for Single Audit (continued)

Area of focus	Results
Compliance with Uniform Guidance	Performed compliance and controls procedures in accordance with the Uniform Guidance Requirements, including: • Planning, identification of major federal programs and risk assessment. • Review the respective federal compliance supplements and, as applicable, the specific grant/award agreements and assess and document the applicable compliance requirements. • Document/update internal controls over compliance for each of the respective major federal programs or clusters. • Test compliance and internal controls over compliance for each direct and material compliance requirement over each major federal program. ◦ There are 12 compliance requirements for each major program. Of these, typically 6-8 have been direct and material to each major program or cluster. • Test the reconciliation of the schedule of expenditures of federal awards to the respective amounts included within the financial statements. • Communicate compliance/control findings, if any, to management and TCWG. **None noted.** • Address resolution of communicated compliance/control findings and understand management's response to be included in the corrective action plan. **None noted.** • Assess completeness of disclosures related to the federal schedule of expenditures. • Render respective independent auditor opinions. • Prepare the appropriate sections of the federal Data Collection Form submitted to the Federal Audit Clearinghouse.

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Technology support as part of the audit process

Phase 1 — Understand and document business processes material to the audit

Phase 2 — Assess IT risks

Phase 3 — Identify IT controls that support audit objectives

Phase 4 — Test design effectiveness of technology-related controls

An important component of our audit approach is to understand how IT is used and deployed in supporting business operations and producing financial reports. Our technology specialists place particular emphasis on the risks relating to the use of technology and its associated controls, processes and practices.

Our general controls review evaluates the design of controls that mitigate risk in areas such as organization and operations, protection of physical assets, application systems development and maintenance, access controls and computer operations.

In scope system: Banner – general ledger and student financial aid

Leadership Check-In and Industry Update

Dennis Morrone
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Financial Statements and Report of Independent Certified Public Accountants in Accordance with OMB Uniform Guidance

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

June 30, 2024

Contents

Contents

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REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

Board of Trustees
Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

Report on the financial statements

Opinions

We have audited the financial statements of the business-type activities and the aggregate discretely presented component units of the Community College of Philadelphia (the "College"), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the College's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the business-type activities and the aggregate discretely presented component units of the College as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for opinions

We conducted our audit of the financial statements in accordance with auditing standards generally accepted in the United States of America ("US GAAS") and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States ("*Government Auditing Standards"*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the College and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of management for the financial statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the College's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's responsibilities for the audit of the financial statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with US GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with US GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 College's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the College's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required supplementary information
Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis included on pages 8 through 15 and the required supplementary information on pages 53 through 55 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an

essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with US GAAS. These limited procedures consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other supplementary information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the College's basic financial statements. The other supplementary information, comprised of the reformatted schedule of net position, reformatted schedule of activities, and the schedule of changes in capital asset balances on pages 57 through 59 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures. These additional procedures included comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with US GAAS. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other information

Management is responsible for the other information included in the annual report. The other information comprises the statistical section and demographic statistics on pages 61 through 69 and is presented for purposes of additional analysis, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

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Other reporting required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 24, 2024, on our consideration of the College's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the College's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the College's internal control over financial reporting and compliance.

Grant Thornton LLP

Philadelphia, Pennsylvania
October 24, 2024

INTRODUCTION

This Management's Discussion and Analysis ("MD&A") is based upon facts, decisions, and conditions known as of the date of the audit report. The MD&A should be read in conjunction with the financial statements and accompanying notes that follow this section.

Community College of Philadelphia (the "College") has prepared its financial statements in accordance with Governmental Accounting Standards Board ("GASB") principles, which establish standards for external financial reporting for public colleges and universities and require the financial statements presented to focus on the College as a whole.

The financial results of Community College of Philadelphia Foundation (the "Foundation") and CCP Development, LLC are reported as discrete component units. The Foundation was incorporated exclusively to secure philanthropic funding to benefit academic and student success. CCP Development, LLC was organized as a qualified active low-income community business ("QALICB") to secure new market tax credit funding for the construction of the College's Career and Advanced Technology Center at 4750 Market Street, Philadelphia, Pennsylvania.

Financial and Institutional Highlights

- The College continued its commitment to keep higher education affordable for all Philadelphia residents. Tuition has remained unchanged at $159 per credit since fall of 2017.

- The College continued its efforts to set the trajectory for greater student success guided by the collective efforts of faculty, staff, and students. Student intake and onboarding now includes intentional advising and individually designed support.

- The College distributed more than $100,000 in emergency funds directly to students experiencing crises who would have otherwise withdrawn from the College.

- The College continued its successful pilot program where students with more than 30 credits receive additional time to satisfy outstanding balances without fear of being dropped for nonpayment. Over 1,000 students were able to continue taking classes, contributing to retention and revenue growth.

- The new Food Pantry was established to address food insecurity among the College's students. Students can receive Snack Packs and Family Foodie Bags from the Food Pantry. The Food Pantry is funded by internal and external donations.

- The City of Philadelphia (the "City"), under its new Mayor, is funding a first-in-the nation City College for Municipal Employment. This new initiative at the College began with the first cohort in fall 2024. The goal is to develop talent and create pathways to jobs at the City.

- The Catto Scholarship was offered for the fourth year with 1,820 students receiving free tuition, books, and monthly stipends. The Catto Scholarship is a bold anti-poverty initiative sponsored by the City of Philadelphia. The Scholarship provides comprehensive wraparound services including individualized success coaching, last-dollar tuition funding, and financial support to cover the cost of student basic needs such as food, transportation, and books. The enrollment in Catto has reached maximum capacity and has a steady waitlist. For the 2023-2024 academic year, the City allocated $11.7 million to the College to support the Catto Scholarship program.

- The College continued supporting high school students to enroll in college level courses via contracts with the School District of Philadelphia. High school students enrolled in Gateway to College or Parkway Center City Middle College High School will graduate with a high school diploma and College credits up to an Associate’s degree.

- In Spring 2024, the Toyota T-TEN program certified the College’s Career and Advanced Technology Center (“CATC”) at West Philadelphia as one of 36 national certified technicians training sites. This site is the only one of its kind in the region.

- In Spring 2024, a new partnership was established between College and Lincoln University to allow qualified Lincoln graduates to earn a post-baccalaureate associate's degree in nursing from the College. The healthcare programs continue to have over 90% passing rate in licensure exams, with programs like Nursing and Diagnostic Medical Imaging having 100% passing rates for all the students.

- During the year the College offered new certificate programs in Insurance and Interdisciplinary Analysis and Critical Reasoning, Restorative Justice, and Video Game Audio. Other notable new degree and certificate programs approved for Fall 2024 include Community Health and Wellness Proficiency Certificate; the Pre-Doctorate in Pharmacy Proficiency Certificate (“PAPC”) and Real Estate Proficiency Certificate (“REPC”).

- Over 300 classrooms (more than 95%) are now outfitted with large interactive display monitors. Each classroom is also equipped with a web camera. The College also offered Hybrid Flexible (or HyFlex) model allowing students to choose how to attend class on any given day. Students have the option to attend classes either face-to-face or synchronous via Zoom, or completely asynchronously.

- Additional software and hardware are being implemented to support teaching and learning, including a 24/7 helpdesk chatbot with knowledgebase and extended reality (virtual reality, mixed reality, and augmented reality) platforms.

- A student equity initiative was launched two years ago with the goal of closing the achievement gap of underrepresented populations. Last year the focus was on supporting students with invisible disabilities. This year the focus of the equity initiative included learning opportunities for faculty in the areas of: grading for equity; Critical Race Theory; using data to guide equity work; and ensuring equity and inclusion in the online environment.

- The Jr. STEM Academy at CATC continued to offer after school and summer programming in robotics; drone building, programming, and operation; app development; and advanced manufacturing to students from West Philadelphia middle schools.

- Enrollment continues to trend upwards. Total enrollment increased 4.6% from 16,769 students to 17,537 students while total credit hours increased 6.7% from 227,709 credit hours to 243,045 credit hours.

- In April 2024, the College launched a comprehensive new brand, visual identity, and website aimed directly at increasing student enrollment and affiliation. Messaging, look, and feel were developed based on extensive research and interviews with current and prospective students.

- Moody’s affirmed the College A3 issuer and revenue bond ratings, maintaining a stable outlook. This rating is a positive indicator for the College, suggesting confidence in its financial practices and stability.

Overview of Financial Statements

The College's financial statements focus on the College as a whole, rather than upon individual funds or activities. The GASB reporting model is designed to provide readers with a broad overview of the College's finances and is comprised of three basic statements:

- The *Statement of Net Position* presents information on the College's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets serve as one indicator of how the financial position of the College is changing.

- The *Statement of Revenues, Expenses and Changes in Net Position* presents information showing how the College's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods.

- The *Statement of Cash Flows* is reported using the direct method. The direct method of cash flow reporting portrays net cash flows from operations, financing, and investing receipts and disbursements.

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements. The notes contain details on both the accounting policies and procedures that the College has adopted, as well as additional information about amounts reported in the financial statements.

Net Position

At June 30, 2024, the College's net position was $56.9 million, with liabilities of $253.6 million and assets of $339.6 million. Net position increased by $42.5 million in 2024 prior to recording the impact of the post-employment benefit liability. Unrestricted net position improved from a negative $82.0 million to a negative $42.5 million. Absent the cumulative impact of the post-employment benefit liability ("GASB 75 and 68") reporting requirements, unrestricted net position would currently be at a level of positive $116.0 million. The other factor contributing to the change in the unrestricted net position value was unfunded depreciation expense for 2024 in the amount of $8.8 million.

	Summary of Net Position June 30,	
	2024	2023
	(in millions)	
Assets:		
Current assets	$ 88.8	$ 84.8
Noncurrent assets:		
Loan receivable	19.9	19.9
Bond proceeds available for campus construction	6.9	6.5
Other long-term investments	29.6	27.2
Long-term lease receivable	19.0	19.3
Capital assets, net	175.4	174.8
Total assets	339.6	332.5
Deferred outflows of resources	7.7	15.1
Liabilities:		
Current liabilities	35.9	47.9
Noncurrent liabilities	217.8	220.2
Total liabilities	253.7	268.1
Deferred inflows of resources	36.8	60.8
Net position:		
Net investment in capital assets	93.4	94.5
Restricted: expendable	5.9	6.2
Unrestricted	(42.5)	(82.0)
Total net position	$ 56.8	$ 18.7

Assets

Current assets increased by $4.0 million during 2024. Short-term investments, accounts receivable and other assets decreased due to timing differences offset by increase in receivable from government agencies.

Noncurrent assets increased by $3.1 million. This is primarily attributable to the increase in value of long-term investments. Bond proceeds available for campus construction decreased as construction of the Library and Learning Commons and the Center for Advanced Technology progressed towards completion. The College's capital assets as of June 30, 2024 net of accumulated depreciation were $175.4 million, an increase of $0.6 million over the amount reported for 2023 of $174.8 million. The increase in the net value of capital assets is related to the increase in the value of capital additions exceeding the accumulated depreciation. Total current liabilities decreased by $12.0 million in 2024. Accounts payable and accrued liabilities decreased by $4.6 million primarily due to timing. Unearned revenue decreased by $8.3 million due to the College's receipt of $15.0 million from the City for future capital projects in 2023 which were completed in 2024.

The College's outstanding long-term debt was $55.3 million as of June 30, 2024, a decrease of $6.2 million from June 2023. This decrease is due to the debt service payments made during the year. The pension liability amount of $5.1 million related to GASB 68, which requires the College to record its relative proportion of the net funded status of certain state cost sharing pension plans. The cumulative estimated value for the accrued other post-employment benefit liability in 2024 and 2023 was $158.5 million and $154.2 million, respectively. Absent this reporting requirement, the College's net assets as of June 30, 2024 would have been at a level of $215.3 million.

Statements of Revenues, Expenses and Changes in Net Position

The change in net position for 2024 and 2023 was a positive $38.1 million and $22.3 million, respectively. The following table quantifies the changes:

	Revenues, Expenses and Changes in Net Position Year ended June 30,	
	2024	2023
	(in millions)	
Operating revenues:		
Net tuition and fees	$ 20.6	$ 23.2
Auxiliary enterprises and other sources	1.0	0.9
Total	21.6	24.1
Operating expenses	152.2	141.1
Operating loss	(130.6)	(117.0)
Net non-operating revenues	144.0	124.8
Change in net position before other revenues	13.4	7.8
Capital appropriations	24.7	14.5
Total change in net position	$ 38.1	$ 22.3

Operating Revenues

The largest sources of operating revenue for the College are student tuition and fees and auxiliary enterprises revenues. In 2024, tuition charge was unchanged at $159 per credit. The Technology Fee, General College Fee, and Course Fee also remained unchanged from prior year. The College charges course fees for selected high-cost courses. Course fees range from $70 to $690. Average total tuition and fee revenue per credit for 2024 was $235.

Tuition and fee revenue totaled $57.3 million in 2024 and $55.0 million in 2023, an increase of 4.2%. Total enrolled credit headcount increased 6.2% for the same period.

Scholarship allowance amounts for 2024 and 2023 totaled $36.7 million and $31.8 million, respectively. The scholarship allowance represents tuition and fee payments made using public and private grants and scholarships. The increase in scholarship allowance amounts between 2024 and 2023 is reflective of the 1% increase in overall credit enrollment and maximum Pell award increasing from $6,895 in 2022-2023 to $7,395 in 2023-2024.

Non-operating Revenues

Commonwealth appropriations in 2024, excluding capital appropriations, totaled $34.3 million, an increase of $0.7 million or 2.1% over the $33.6 million received in 2023.

Total 2024 City funding was $48.0 million. Of the funding appropriation, $38.6 million was used for operating budget purposes in 2024 and $9.4 million was used for CATTO Scholarships. In 2023, $33.9 million of the total appropriation was used for operating purposes and $6.7 million was used for CATTO Scholarships. Net investment income was $6.9 million in 2024 and $3.8 million in 2023.

As shown above, non-operating revenues increased by 15.4% from $124.8 million in 2023 to $144.0 million in 2024 primarily due to the increase of $7.4 million in City funding and $2.9 million of other non-operating revenues.

Capital Appropriations

The Commonwealth provided capital funding for debt service and capital purchases in the amount of $5.7 and $4.7 for 2024. The College used $4.6 million of the total City of Philadelphia appropriation of $49.3 million in 2024 for debt service. In 2023, City of Philadelphia appropriations used for debt service were $5.4 million. An additional $10 million of funding was received from the City of Philadelphia in 2024. $4.0 million was for operations and $6.0 million was deferred for the City College Municipal Employment Project ("CCME").

	Expenses by Function Year ended June 30, 2024	
	2024	2023
	(in millions)	
Instruction	$ 56.2	$ 49.9
Public service	0.0	0.1
Academic support	18.1	15.3
Student services	21.9	19.8
Institutional support	22.3	21.1
Physical plant operations	13.7	15.7
Depreciation and amortization	8.8	7.2
Student aid	10.8	11.5
Auxiliary enterprises	0.4	0.5
Total operating expenses	$ 152.2	$ 141.1

Exclusive of student aid and depreciation expenses, the College's operating expenses totaled $132.6 million in 2024 and $122.4 million in 2023. On October 25, 2021, the College and the Faculty and Staff Federation ("Federation") agreed to extend the Collective Bargaining Agreements through August 31, 2024. The College and the Federation are currently negotiating the terms of successor Collective Bargaining Agreements.

In accordance with GASB 75, *Accounting and Financial Reporting for Postemployment Benefits other than Pensions ("OPEB")*, the College reports the Net OPEB Liability ("NOL") on the statement of net position. Changes to the NOL are recognized either in OPEB Expense and/or as deferred inflows/outflows. The value of the expense for 2024 and 2023 was a credit of $12.1 million and $19.2 million, respectively.

	Expenses by Natural Classification Year ended June 30, 2024	2023
	(in millions)	
Salaries	$ 77.8	$ 77.0
Benefits	31.8	35.5
Contracted services	7.4	10.9
Supplies	1.4	2.0
Depreciation	8.8	7.2
Student aid	10.8	11.5
Other post-employment benefits	(12.0)	(19.2)
Other	26.2	16.2
Total operating expenses	152.2	141.1
Interest on capital asset-related debt service	1.9	2.9
Total nonoperating expenses	1.9	2.9
Total expenses	$ 154.1	$ 144.0

Schedule of Fund Balances

The 2024 and 2023 amounts reported for unrestricted operating funds were reduced by the impact of accrued expense liability for post-employment benefits GASB 75. The impact of GASB 75 reporting in 2024 was a negative $153.4 million while the impact of GASB 68 reporting was a negative $5.1 million.

	June 30, 2024	2023
	(in millions)	
Net investment in capital assets	$ 93.4	$ 94.5
Restricted expendable:		
Capital projects	5.9	5.8
Scholarships, awards, and faculty chair	-	0.4
Unrestricted	(42.5)	(82.0)
Total net position	$ 56.8	$ 18.7

Community College of Philadelphia Foundation

The Foundation was established in 1985 for the exclusive purpose of raising friends and funds to support student scholarships, programs, and facility needs. Total assets for 2024 and 2023 were $22.9 million and $20.7 million, respectively. Total unrestricted net position for 2024 and 2023 for the Foundation was $3.6 million and $3.2 million, respectively. The remaining net position is restricted based upon donor intent.

CCP Development, LLC

CCP Development, LLC, is a Pennsylvania limited liability company established in 2020 for purposes of obtaining New Market Tax Credit ("NMTC") financing for the construction of the Career and Advanced Technology Center at 4750 Market Street, Philadelphia, Pennsylvania. Total assets for 2024 and 2023 were $32.8 million and $33.2 million, respectively, and total net position for 2024 and 2023 was $6.7 million and $7.0 million, respectively.

Future Impacts

The Mayor's City Budget Plan for 2024-2025 includes appropriations of $39.8 million for operating funds and $4.5 million for debt service. An additional $11.7 million appropriation for the Octavius Catto Scholarship program, which includes $0.5 million dedicated for dual enrollment programs is being finalized.

The Governor's Budget Plan for 2024-2025 includes an appropriation of $36.1 million for operating funds, which is an increase of $2.0 million or 5.9% over prior's year's appropriation of $34.1 million.

Requests for information

Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Controller's Office, Community College of Philadelphia, 1700 Spring Garden Street, M1-7, Philadelphia, PA 19130.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATEMENT OF NET POSITION

June 30, 2024

	Business-Type Activities Community College of Philadelphia	Component Unit Community College of Philadelphia Foundation	Component Unit CCP Development, LLC
ASSETS			
Current assets			
Cash and cash equivalents (Note B)	$ 64,532,038	$ 3,038,032	$ 3,101,333
Short-term investments (Note B)	13,296,750	3,271,095	-
Accounts receivable, net (Note C)	3,621,520	6,858	137,500
Receivable from government agencies (Note I)	6,064,986	-	-
Interest receivable	301,107	-	-
Other assets	1,007,712	-	-
Total current assets	88,824,113	6,315,985	3,238,833
Non-current assets			
Endowment investments (Note B)	-	16,607,286	-
Loan receivable (Note O)	19,880,421	-	-
Bond proceeds available for campus construction (Note B)	6,901,647	-	-
Other long-term investments (Note B)	29,614,738	-	-
Long-term lease receivable (Note E)	19,017,335	-	-
Capital assets, net (Note D)	175,405,961	-	29,605,452
Total non-current assets	250,820,102	16,607,286	29,605,452
Total assets	$ 339,644,215	$ 22,923,271	$ 32,844,285
Deferred outflows of resources			
Deferred outflows	$ 7,675,274	$ -	$ -

The accompanying notes are an integral part of this financial statement.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATEMENT OF NET POSITION - CONTINUED

June 30, 2024

	Business-Type Activities Community College of Philadelphia	Component Unit Community College of Philadelphia Foundation	Component Unit CCP Development, LLC
LIABILITIES AND NET POSITION			
Current liabilities			
Accounts payable and accrued liabilities (Note G)	$ 16,534,451	$ 188,259	$ 186,411
Payable to government agencies (Note I)	329,876	-	-
Deposits	238,297	1,931	-
Unearned revenue	9,706,086	800,153	-
Current portion of lease obligation (Note E)	391,982	-	-
Current portion of subscription obligation (Note F)	1,381,272	-	-
Current portion of long-term debt (Note H)	6,550,000	-	-
Unamortized bond premium	728,918	-	-
Total current liabilities	35,860,882	990,343	186,411
Non-current liabilities			
Accrued liabilities (Note G)	2,472,942	-	-
Payable to government agencies (Note I)	941,336	-	-
Annuity payable	-	31,474	-
Deposits	250,000	-	-
Lease obligation (Note E)	547,947	-	-
Subscription obligation (Note F)	2,550,391		
Long-term debt (Note H)	48,715,000	-	-
Notes payable (Note O)	-	-	25,945,000
Unamortized bond premium	3,796,071	-	-
Other post-employment benefits liability (Note J)	158,495,848	-	-
Total non-current liabilities	217,769,535	31,474	25,945,000
Total liabilities	$ 253,630,417	$ 1,021,817	$ 26,131,411
Deferred inflows of resources			
Deferred inflows	$ 36,837,939	$ 7,538	$ -
Net position			
Net investment in capital assets	$ 93,434,624	$ -	$ 1,115,060
Restricted:			
Nonexpendable:			
Scholarships, awards and faculty chair	-	14,161,648	-
Annuities	-	9,277	-
Expendable:			
Scholarships, awards and faculty chair	-	3,795,063	-
Capital projects	5,937,483	376,044	6,473,136
Unrestricted	(42,520,974)	3,551,884	(875,322)
Total net position	$ 56,851,133	$ 21,893,916	$ 6,712,874

The accompanying notes are an integral part of this financial statement.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

Year ended June 30, 2024

	Business-Type Activities	Component Unit	Component Unit
	Community College of Philadelphia	Community College of Philadelphia Foundation	CCP Development, LLC
Operating revenues			
Student tuition	$ 43,275,175	$ -	$ -
Student fees	14,005,439	-	-
Less: scholarship allowance	(36,662,363)	-	-
Net student tuition and fees	20,618,251	-	-
Auxiliary enterprises	933,921	-	-
Gifts	-	2,482,975	-
Other sources	94,114	-	-
Total operating revenues	21,646,286	2,482,975	-
Operating expenses			
Educational and general:			
Instruction	56,195,710	218,927	-
Public service	35,650	-	-
Academic support	18,087,046	1,536,142	-
Student services	21,931,275	380,664	-
Institutional support	22,274,373	472,877	-
Physical plant operations	13,752,781	-	157,756
Depreciation	8,836,208	-	1,346,508
Student aid	10,751,090	1,794,501	-
Auxiliary enterprises	381,300	-	-
Total operating expenses	152,245,433	4,403,111	1,504,264
OPERATING LOSS	$ (130,599,147)	$ (1,920,136)	$ (1,504,264)

The accompanying notes are an integral part of this financial statement.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION - CONTINUED

Year ended June 30, 2024

	Business-Type Activities	Component Unit	Component Unit
	Community College of Philadelphia	Community College of Philadelphia Foundation	CCP Development, LLC
Non-operating revenues (expenses)			
Commonwealth appropriations (Note M)	$ 34,343,287	$ -	$ -
City appropriations (Note M)	48,042,033	-	-
Federal grants and contracts	43,187,004	-	-
Commonwealth grants and contracts	6,280,382	-	-
Nongovernmental grants and contracts	3,036,321	2,217,840	-
Net investment gain	6,947,434	2,203,190	-
Interest on capital asset-related debt service	(1,881,355)	-	(483,356)
Other nonoperating revenues	4,058,710	442,307	1,650,011
Net non-operating revenues	144,013,816	4,863,337	1,166,655
Gain (loss) before other revenues, expenses, gains or losses	13,414,669	2,943,201	(337,609)
Capital appropriations	24,688,807	-	-
Increase (decrease) in net position	38,103,476	2,943,201	(337,609)
Net position, beginning of the year	18,747,657	- 18,950,715	7,050,483
Net position, end of the year	$ 56,851,133	$ 21,893,916	$ 6,712,874

The accompanying notes are an integral part of this financial statement.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATEMENT OF CASH FLOWS

Year ended June 30, 2024
(Business-Type Activities - College Only)

Cash flows from operating activities:	
Tuition and fees	$ 15,095,431
Payments to suppliers	(39,859,943)
Payments to employees	(95,804,729)
Payments for employee benefits	(12,949,786)
Payments for student aid	(10,751,090)
Auxiliary enterprises	933,921
Other cash receipts	401,278
Net cash used in operating activities	(142,934,918)
Cash flows from non-capital financing activities:	
Commonwealth appropriations	34,343,287
City appropriations	48,042,033
Gifts and grants	52,503,707
Other nonoperating	6,589,443
Net cash provided by non-capital financing activities	141,478,470
Cash flows from capital and related financing activities:	
Commonwealth capital appropriations	4,729,382
City capital appropriations	19,959,425
Change in bond proceeds available for campus construction	(350,121)
Purchases of capital assets	(11,916,011)
Loss on disposal of capital assets	2,461,857
Principal payments on long-term debt and amortization of leases	(6,287,735)
Interest payments on long-term debt and leases	(2,185,363)
Net cash provided by capital and related financing activities	6,411,434
Cash flows from investing activities:	
Proceeds from sales and maturities of investments	896,000
Purchases of investments	(1,379,356)
Lease receivable	(470,818)
Income on investments	3,442,029
Net cash provided by investing activities	2,487,855
INCREASE IN CASH AND CASH EQUIVALENTS	7,442,841
Cash and cash equivalents, beginning	57,089,197
Cash and cash equivalents, ending	$ 64,532,038

The accompanying notes are an integral part of this financial statement.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATEMENT OF CASH FLOWS - CONTINUED

Year ended June 30, 2024
(Business-Type Activities - College Only)

Reconciliation of operating loss to net cash used in operating activities:	
Operating loss	$ (130,599,147)
Adjustments to reconcile operating loss to net cash used in operating activities:	
Depreciation	8,836,208
Changes in assets and liabilities:	
Accounts receivable	2,409,081
Other assets	307,164
Accounts payable and accrued liabilities	(3,570,189)
Unearned revenue	(8,290,564)
Other post-employment benefits	(12,027,471)
Net cash used in operating activities	$ (142,934,918)

The accompanying notes are an integral part of this financial statement.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

The Community College of Philadelphia (the "College") operates in accordance with the provisions of Commonwealth of Pennsylvania (the "Commonwealth") legislation and through the sponsorship of the City of Philadelphia (the "City"). For financial reporting purposes, the College has been determined to be a component unit of the City, and, as such, has adopted the applicable provisions of the GASB.

Component Units

In accordance with GASB Statement No. 61, *The Financial Reporting Entity: Omnibus - an Amendment of GASB Statements No. 14 and No. 34, GASB Statement No. 39, Determining Whether Certain Organizations Are Component Units - an Amendment of GASB Statement No. 14, GASB Statement No. 80, Blending Requirements for Certain Component Units – an Amendment of GASB Statement No. 14, and GASB Statement No. 14, The Financial Reporting Entity*, the College has determined that the Community College of Philadelphia Foundation (the "Foundation") and CCP Development LLC should be included in the College's financial statements as discretely presented component units. A component unit is a legally separate organization for which the primary institution is financially accountable or to which the primary institution is closely related.

The Foundation was established to serve as an organization responsible for college fundraising activities. The bylaws of the Foundation give the College's board of trustees the authority to amend the Articles of Incorporation of the Foundation at any time. Although the College does not control the timing or amount of receipts from the Foundation, the resources, or income thereon, the Foundation holds investments that are used exclusively for the benefit, support, and promotion of the College for its educational activities. Because these resources held by the Foundation can only be used by, or for the benefit of, the College, the Foundation is considered a component unit of the College and is discretely presented in the College's financial statements.

CCP Development, LLC was established on October 20, 2020 under the Limited Liability Company Law of the Commonwealth of Pennsylvania and organized as a Qualified Active Low Income Community Business ("QALICB") to secure NMTC to finance the construction of a career-based education and training facility at 4750 Market Street, Philadelphia, Pennsylvania. The facility creates jobs and provides training for the low-income community where it is located. CCP Development, LLC is 90% owned by the College and 10% owned by Career and Advanced Technology Center, Inc., a 501(c)3 corporation. Because of its relationship with the College, CCP Development, LLC is considered a component unit of the College and is discretely presented in the College's financial statements.

Measurement Focus, Basis of Accounting, and Basis of Presentation

The accompanying financial statements have been prepared using the economic resources measurement focus and the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("US GAAP"), as prescribed by the GASB. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements have been met.

The College has determined that it functions as a Business-Type Activity, as defined by the GASB. The effect of interfund activity has been eliminated from these financial statements.

The College's policy is to define operating activities in the statement of revenues, expenses and changes in net position as those that generally result from exchange transactions such as the payment received for services and payment made for the purchase of goods and services. Certain other transactions are reported as non-operating activities. These non-operating activities include the College's operating and capital appropriations from the Commonwealth and the City; federal, Commonwealth, and private grants; net investment income; gifts; interest expense; and gains/losses on disposals of capital assets.

Government Appropriations

Revenue from the Commonwealth and the City is recognized in the fiscal year during which the funds are appropriated to the College. The College is fiscally dependent upon these appropriations. Specific accounting policies with regard to government appropriations are as follows:

Commonwealth of Pennsylvania

General Commonwealth legislation establishing community colleges provides for the reimbursement of certain college expenses from Commonwealth funds appropriated for this purpose. Act 46 enacted in July 2005 changed the original basis of allocating operating funds to Commonwealth community colleges from a formula approach based upon full-time equivalent ("FTE") students taught in the current fiscal year to a Commonwealth-wide community college appropriation. Under Act 46, the Commonwealth-wide operating budget appropriation for community colleges is to be distributed among each of the 14 colleges in three parts: base funding, growth funding and high-priority (economic development) program funding. The provisions of Act 46 are intended to ensure that base operating funding for each college will at least equal the amount of funds received in the prior year. Annually, 25% of any new dollars in the operating funding granted community colleges is to be distributed proportionally among the colleges experiencing growth in the prior year based upon their share of the FTE growth. Colleges whose enrollments are stable, or decline, do not receive any increase from the growth funding.

The other significant operating funding change as a result of Act 46 was the establishment of Economic Development (high priority) program funding. High-priority program funding is based upon prior year enrollments in program areas defined by the Commonwealth to contribute to trained worker growth in critical employment areas. Using prior year FTE enrollments in targeted programs as the allocation mechanism, each college is to receive a proportionate share of the available funds allocated to high-priority programs.

For 2024, the provisions of Act 46 were not followed in allocating operational funds to Pennsylvania community colleges. Instead, the 2023-24 operating allocations for community colleges were based on the General Appropriation Act of 2021, Act 1A.

Previously, under the provisions of Act 46, a separate revolving pool was established for community college capital funding. Capital funding, which may include major equipment and furniture purchases, capital improvements to buildings and grounds, debt service on major capital projects, and net rental costs for eligible capital leases, is reimbursed at the rate of 50%. Capital costs not previously approved for annual funding are subject to a competitive application process, with the allocation of available funds made by the Pennsylvania Department of Education using Commonwealth-wide criteria.

Any excesses or deficiencies between provisional payments and the final annual reimbursement calculation of annual Commonwealth funding are reflected as a payable or receivable from the Commonwealth.

Net Position

The College classifies its net position into the following four net position categories:

Net investment in capital assets: Capital assets, net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction, repair, or improvement of those assets.

Restricted - nonexpendable: Net position subject to externally imposed conditions that the College must maintain them in perpetuity.

Restricted - expendable: Net position whose use is subject to externally imposed conditions that can be fulfilled by the actions of the College or by the passage of time.

Unrestricted: All other categories of net position. Unrestricted net position may be designated by actions of the College's Board of Trustees.

The College has adopted a policy of generally utilizing restricted - expendable funds, when available, prior to unrestricted funds.

Cash and Cash Equivalents

The College considers all cash accounts and demand deposits with financial banking institutions to be cash. The College considers all short-term investments (primarily certificates of deposit) with a maturity of 90 days or less to be cash equivalents.

Investments

Investments in marketable securities are stated at fair value. Valuations for non-marketable securities are provided by external investment managers and are based upon net asset value ("NAV") as provided by investment managers.

Dividends, interest and net gains or losses on investments of endowments and similar funds are reported in the statement of revenues, expenses and changes in net position. Any net earnings not expended are included in net position categories as follows:

1. As increases in restricted - nonexpendable net position if the terms of the gift require that they be added to the principal of a permanent endowment fund;

2. As increases in restricted - expendable net position if the terms of the gift or the College's interpretation of relevant Commonwealth law impose restrictions on the current use of the income or net gains; and

3. As increases in unrestricted net position in all other cases.

The College policy permits investments in obligations of the U.S. Treasury, certificates of deposit, commercial paper rated A1 by Standard and Poor's Corporation or P1 by Moody's Commercial Paper Record, bankers' acceptances, repurchase agreements, and the Commonfund's Intermediate Term Fund and Multi-Strategy Bond Fund, and specifically approved fixed income securities.

Lease Receivables

Lease receivables are recorded by the College as the present value of lease payments expected to be received under all leases other than short-term. Lease receivables are subsequently reduced over the life of the lease as cash is received in the applicable reporting period. Short-term leases, those with a maximum period of 12 months, are recognized as collected.

Capital Assets

Real estate assets, including improvements, are generally stated at cost. Furnishings and equipment are stated at cost at date of acquisition or, in the case of gifts, at fair value at date of donation.

Assets are depreciated using the straight-line method. The range of estimated useful lives by asset categories is summarized as follows:

Asset Category	Years
Buildings and improvements	10 to 50
Equipment and furniture	3 to 10
Library books	10
Microforms	5
Software	3
System software	10

The costs of normal maintenance and repairs that do not increase the value of the asset or materially extend assets' lives are not capitalized.

Right-to-Use Lease Assets and Lease Liability

Right-to-use ("ROU") assets are recognized at the lease commencement date and represent the College's right to use an underlying asset for the lease term. ROU assets are measured at the initial value of the lease liability plus any payments made to the lessor before commencement and initial direct costs. These assets are included within capital assets, net, on the statement of net position.

Lease liabilities represent the College's obligation to make lease payments arising from leases other than short-term leases. Lease liabilities are recognized at the lease commencement date based on the present value of future lease payments over the remaining lease term. Present value of lease payments is discounted at the College's incremental borrowing rate. Short-term leases, those with a maximum period of 12 months, are expensed as incurred.

Right-to-Use Subscription Assets and Subscription Liability (SBITAs)

ROU SBITA assets are initially measured at an amount equal to the initial measurement of the related SBITA liability plus any SBITA payments made prior to the subscription term, less SBITA incentives, and plus any ancillary charges necessary to place the SBITA into service. The SBITA assets are amortized on a straight-line basis over the life of the related contract. These assets are included within capital assets, net, on the statement of net position.

SBITA liabilities represent the College's obligation to make SBITA payments arising from contracts other than short-term SBITAs. SBITA liabilities are recognized at the SBITA commencement date based on the present value of future SBITA payments over the remaining SBITA term. Present value of SBITA payments is discounted at the College's incremental borrowing rate. Short-term SBITAs, those with a maximum period of 12 months, are expensed as incurred. SBITAs which are based on variable payments (or user seats) are not recorded as subscription assets or liabilities and are expensed as incurred.

Compensated Absences

Employees earn the right to be compensated during absences for vacation leave and sick leave. Accrued vacation is the amount earned by all eligible employees through the statement of net position date. Upon retirement, these employees are entitled to receive payment for this accrued balance as defined in the College policy and collective bargaining agreements.

Deposits and Unearned Revenue

Deposits and advance payments received for tuition and fees related to certain summer programs and tuition received for the following academic year are deferred and are recorded as revenues when instruction is provided. Grant funds collected in advance of the College incurring eligible expenditures are recorded as unearned revenue in the statement of net position.

Student Fees

Student fees for the year ended June 30, 2024 are general college fees of $991,972, which have been designated for use by the various student organizations and activities.

Tax Status

The College generally is exempt from federal and Commonwealth taxes due to its status as an unincorporated association established by the Pennsylvania Community College Act of 1963 ("the Act"). Under the Act, community colleges are activities of the Commonwealth.

Use of Estimates

The preparation of financial statements in conformity with US GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant estimates include the allowance for doubtful accounts, useful lives of capital assets, assumptions related to self-insurance reserves, assumptions related to lease and SBITA discount rates, and assumptions related to pension and other post-employment benefit accruals. Actual results could differ from those estimates.

Scholarship Discounts and Allowances

Student tuition and fee revenues, and certain other revenues from students, are reported net of scholarship discounts and allowances in the statements of revenues, expenses and changes in net position. Scholarship discounts and allowances are the difference between the stated charge for goods and services provided by the College and the amount that is paid by students and/or third parties making payments on students' behalf. Certain governmental grants are recorded as either operating or non-operating revenues in the College's financial statements. To the extent that revenues from such programs are used to satisfy tuition and fees and other student charges, the College has recorded a scholarship discount and allowance.

Self-Insurance

The College participates in a self-insurance medical plan with a reinsurance limit of $250,000 to limit institutional financial exposure for individuals with extraordinarily large claims in a policy year. The College has established a self-insurance accrued liability account for incurred claims, as well as an estimate of claims incurred but not reported. The College's self-insurance liability at June 30, 2024 was $1,600,500 based upon an actuarial calculation based upon historical claim experience.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position includes a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to future periods and will not be recognized as an outflow of resources until that time. In addition to liabilities, the statement of net position includes a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of a net position that applies to future periods and will not be recognized as an inflow of resources until that time. The College's deferred outflow/inflow relates to amounts recorded in connection with GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* (GASB 68), amounts recorded in connection with GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits other than Pensions* (GASB 75), GASB Statement No. 87, *Leases*, as well as the advance refunding of the 2008 Series Community College Revenue Bonds in September 2015. See Notes E, H, and J for additional details.

Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the State Employees Retirement System ("SERS") and the Pennsylvania Public School Employees Retirement System ("PSERS") and additions to/deductions from the SERS' and PSERS' fiduciary net position have been determined on the same basis as they are reported by SERS/PSERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Pending Accounting Pronouncement

In June 2022, the GASB issued Statement No. 101, *Compensated Absences*. The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. The requirements of this Statement are effective for periods beginning after December 15, 2023, and all reporting periods thereafter. The College has not yet determined the impact of the Statement on the financial statements.

NOTE B - DEPOSITS AND INVESTMENTS

The College invests its funds in accordance with the Board of Trustees' investment policy, which authorizes the College to invest in cash equivalents which consist of treasury bills, money market funds, commercial paper, bankers' acceptances, repurchase agreements and certificates of deposit; fixed income securities including U.S. government and agency securities, corporate notes and bonds, asset-backed bonds, floating rate securities and Yankee notes and bonds; stock equities and mutual funds including the Commonfund Multi-Strategy Bond Fund, Commonfund Intermediate Fund and Core Equity Fund. Regardless of fund classifications, certain general tenets apply. Investments in all classifications seek to maintain significant liquidity and maximize annual income for the College while avoiding excessive risk. Specific objectives include maintaining sufficient liquidity to meet anticipated cash needs and the preservation of principal. The College recognizes that it may be necessary to forego opportunities for potential large gains to achieve a reasonable risk posture. Certain investments are prohibited, including commodities and futures contracts, private placements, options, limited partnerships, venture capital, tangible personal property, direct real estate, short-selling, margin transactions and certain derivative instruments. Diversification, insofar as it reduces portfolio risk, is required. The Investment Subcommittee of the Business Affairs Committee meets quarterly to oversee the College's investment portfolio, guidelines, and to consider any recommended changes. At least annually, the Business Affairs Committee will report to the Executive Committee on the performance of the investments and recommended changes, if any.

Fixed-income portfolio must be of investment grade overall (equivalent of Moody's credit rating of Baa3 rating or higher). The average quality rating for the corporate bond portfolio should not fall below Moody's rating of AA3.

Deposits are comprised of demand deposit accounts with financial institutions. At June 30, 2024, cash on hand was $4,000. At June 30, 2024, the carrying amount of deposits was $64,528,038 and the bank balance was $57,868,928. The differences were caused primarily by items in transit.

The following is the fair value of deposits and investments at June 30, 2024:

		Component Units	
	College	Foundation	CCP Development, LLC
Deposits:			
Demand deposits	$ 64,532,038	$ 3,038,032	$ 3,101,333
Investments:			
U.S. equity funds	7,277,200	-	-
International equity funds	-	4,288,716	-
U.S. Treasury obligations	5,919,543	-	-
U.S. government agency obligations	251,721	-	-
Corporate and foreign bonds	3,285,096	-	-
Long-term fixed income mutual funds	-	3,598,886	-
Intermediate fixed income mutual fund	5,376,979	822,782	-
Short-term fixed income mutual funds	-	1,311,723	-
Investment in subsidiary	6,474,136	-	-
Multi-strategy bond mutual fund	5,370,514	-	-
Core equity fund	7,669,772	6,585,146	-
Money market mutual funds	1,286,527	3,271,095	-
Private real estate fund	-	33	-
	$ 107,443,526	$ 22,916,413	$ 3,101,333

In addition to the deposits and investments listed above, the College also has bond proceeds available for campus construction held by State Public School Building Authority, and the Bank of New York (the trustees), under the terms of various bond indentures. Bond proceeds available for campus construction are carried in the financial statements at fair value and consist of short-term investments and government securities. As of June 30, 2024, bond proceeds available for campus construction were $6,901,647.

The College's investments are subject to various risks. Among these risks are custodial credit risk, credit risk, and interest rate risk. Each one of these risks is discussed in more detail below.

Custodial credit risk is the risk that in the event of a bank failure, the College's deposits may not be returned to the College. The College does not have a deposit policy for custodial credit risk. Commonwealth of Pennsylvania Act 72 of 1971, as amended, allows banking institutions to satisfy the collateralization requirement by pooling eligible investments to cover total public funds on deposit in excess of federal insurance. Such pooled collateral is pledged with the financial institutions' trust departments.

At June 30, 2024, the College's bank balance was exposed to custodial credit risk as follows:

Uninsured and collateral held by pledging bank's trust department not in the College's name	$ 64,528,038

The College participates in the Certificate of Deposit Account Registry Service ("CDARS") for its certificates of deposit and Insured Cash Sweep ("ICS"). CDARS and ICS allow the College to access Federal Deposit Insurance Corporation insurance on multi-million-dollar certificates of deposit and money market deposit accounts to earn rates that compare favorably to treasuries and money market mutual funds. Custodial credit risk has been eliminated for the College's certificates of deposit as a result of its participation in the CDARS program.

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The credit risk of a debt instrument is measured by nationally recognized statistical rating agencies such as Moody's.

The multi-strategy bond mutual fund and the intermediate fixed income mutual fund are mutual funds managed by the Commonfund. The credit quality of the investments that comprise these funds at June 30, 2024 are:

	Multi-Strategy Bond	Intermediate Fixed Income
Government	21%	32%
Agency	22	21
AAA	12	22
AA	2	4
A	8	17
BBB	16	4
Below BBB	15	-
Non-rated/other	4	-
	100%	100%

The credit quality of the fixed income investments in which the College directly invests, including U.S. Treasury obligations, U.S. government agency obligations and corporate and foreign bonds, at June 30, 2024, is as follows:

	Fixed Income Investments
Aaa	62%
Aa	12
A	18
Baa	8
	100%

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of fixed income investments. The College's investment policy does not specifically address limitations in the maturities of investments. The weighted average maturities of the College's fixed income investments at June 30, 2024 are as follows:

	Weighted-Average Maturity (Years)
U.S. Treasury obligations	3.89
U.S. government agency obligations	3.17
Corporate and foreign bonds	4.33

The College categorizes its fair value measurements within the fair value hierarchy established by US GAAP. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs, and Level 3 inputs are significant unobservable inputs.

The College has the following recurring fair value measurements as of June 30, 2024:

Demand deposits, U.S. Treasury obligations, U.S. government agency obligations, equity mutual funds and money market mutual funds of $86,936,801 are valued using quoted market prices (Level 1 inputs).

Corporate and foreign bonds of $3,285,096 are valued using a matrix pricing model (Level 2 inputs), while the intermediate fixed income mutual fund and the multi-strategy bond mutual fund totaling $10,747,493 are valued at the NAV per share (or its equivalent) of the investments (Level 2 inputs).

The Foundation has the following recurring fair value measurements as of June 30, 2024:

Demand deposits, equity mutual fund, and money market mutual funds of $17,183,022 are valued using quoted market prices (Level 1 inputs).

The fixed income mutual funds of $5,733,391 are valued at the NAV per share (or its equivalent) of the investments (Level 2 inputs).

CCP Development, LLC has the following recurring fair value measurements as of June 30, 2024:

Demand deposits $3,101,333 are valued using quoted market prices (Level 1 inputs).

The valuation method for investments measured at the NAV per share (or its equivalent) at June 30, 2024 are presented in the following table:

	Fair Value	Unfunded Commitments	Redemption Frequency (If Currently Eligible)	Redemption Notice Period
Intermediate term fixed income mutual fund [1]	$ 5,376,979	-	Monthly	30 days
Multi-strategy bond mutual fund [2]	5,370,514	-	Weekly	7 days
Total investments measured at NAV	$ 10,747,493			

[1] *Intermediate Fixed Income Mutual Fund*. The investment objective of the Intermediate Term Fund is to produce a total return in excess of its benchmark, the Bank of America Merrill Lynch one to three Year Treasury Index but attaches greater emphasis to its goal of generating a higher current yield than short-term money market investments in a manner that mitigates the chances of a negative total return over any 12-month period. The fair values of the investments in this type have been determined using the NAV per share (or its equivalent) of the investments.

[2] *Multi-Strategy Bond Mutual Fund*. The investment objective of the Multi-Strategy Bond Fund is to offer an actively managed, multi-manager investment program that will provide broad exposure to global debt markets. The fund seeks to add value above the return of the broad U.S. bond market as measured by the Barclays Capital U.S. Aggregate Bond Index, net of fees, and to provide competitive returns relative to the Russell U.S. Core Plus Fixed Income Universe. The fund's risk characteristics will vary from those of the index due to its diversified exposures to sectors outside of the index, including below investment grade debt and international bond and currency markets. The fair values of the investments in this type have been determined using the NAV per share (or its equivalent) of the investments.

NOTE C - ACCOUNTS RECEIVABLE

Accounts receivable include the following at June 30, 2024:

		Component Units	
	College	Foundation	CCP Development, LLC
Tuition and fee receivables	$ 5,138,076	$ -	$ -
Grants receivable	115,576	6,858	-
Other receivables	1,156,167	-	137,500
	6,409,819	6,858	137,500
Less: allowance for doubtful accounts	(2,788,299)	-	-
Total	$ 3,621,520	$ 6,858	$ 137,500

The College anticipates that all of its net accounts receivable will be collected within one year.

Accounts receivable, tuition and fees and other are reported as net realizable value. Accounts are written off when they are determined to be uncollectible based upon management's assessment of individual accounts. The allowance for doubtful accounts is estimated based on the College's historical losses and periodic review of individual accounts.

NOTE D - CAPITAL ASSETS

The College's capital assets consist of the following at June 30, 2024:

	Balance July 1, 2023	Additions	Retirements and Adjustments	Transfer to CCP Development, LLC	Balance June 30, 2024
Capital assets not depreciated:					
Land and improvements	$ 37,844,976	$ -	$ -	$ -	$ 37,844,976
Construction in progress	1,493,222	613,834	(1,280,676)	-	826,380
Works of art	902,620	39,802	-	-	942,422
	40,240,818	653,636	(1,280,676)	-	39,613,778
Capital assets being depreciated:					
Buildings and improvements	267,810,883	5,779,441	-	(484,342)	273,105,982
Equipment and furniture	21,333,629	3,343,432	(137,169)	(356,673)	24,183,219
Library books	6,222,462	203,131	-	-	6,425,593
Microforms	1,669,831	-	-	-	1,669,831
Leases	30,991,592	636,881	(29,906,337)	-	1,722,136
Software	4,095,294	53,754	-	(26,877)	4,122,171
System software	6,918,606	6,963	-	-	6,925,569
SBITAs	5,049,133	1,233,844	(91,687)	-	6,191,290
Total before depreciation	344,091,430	11,257,446	(30,135,193)	(867,892)	324,345,791
	$ 384,332,248	$ 11,911,082	$ (31,415,869)	$ (867,892)	$ 363,959,569

Accumulated depreciation/amortization by asset categories is summarized as follows:

	Balance July 1, 2023	Additions	Retirements and Adjustments	Transfer to CCP Development, LLC	Balance June 30, 2024
Buildings and improvements	$ 147,049,197	$ 5,711,082	$ -	$ -	$ 152,760,279
Equipment and furniture	13,390,027	1,247,212	(99,792)	-	14,537,447
Library books	5,427,252	128,850	-	-	5,556,102
Microforms	1,669,832	-	-	-	1,669,832
Leases	30,131,315	314,131	(29,630,428)	-	815,018
Software	4,045,162	18,800	-	-	4,063,962
System software	6,885,940	12,035	-	-	6,897,975
SBITAs	945,511	1,404,098	(96,616)	-	2,252,993
Total accumulated depreciation and amortization	$ 209,544,236	$ 8,836,208	$ (29,826,836)	$ -	$ 188,553,608
					$ 175,405,961

CCP Development's capital assets consist of the following at June 30, 2024:

	Balance July 1, 2023	Additions	Retirements and Adjustments	Transfer from CCP	Balance June 30, 2024
Capital assets not depreciated:					
Land and improvements	$ 246,600	$ -	$ -	$ -	$ 246,600
	246,600	-	-	-	246,600
Capital assets being depreciated:		-	-	-	
Buildings and improvements	27,520,136	-	-	484,342	28,004,478
Equipment and furniture	3,225,279	-	-	356,673	3,581,952
Software	207,112	-	-	26,877	233,989
Total before depreciation	30,952,527	-	-	867,892	31,820,419
	$ 31,199,127	$ -	$ -	$ 867,892	$ 32,067,019

Accumulated depreciation/amortization by asset categories is summarized as follows:

	Balance July 1, 2023	Additions	Retirements and Adjustments	Transfer from CCP	Balance June 30, 2024
Buildings and improvements	$ 679,284	$ 816,998	$ -	$ -	$ 1,496,282
Equipment and furniture	378,244	459,727	-	-	837,971
Software	57,531	69,783	-	-	127,314
Total accumulated depreciation and amortization	$ 1,115,059	$ 1,346,508	$ -	$ -	$ 2,461,567
					$ 29,605,452

NOTE E - LEASES

Leases Where College is the Lessor

On May 17, 2017, the College entered into a ground lease agreement with RPG Hamilton. The lease term is for 75 years with an option to extend the lease for an additional 24 years. Annual lease rental is payable to the College every quarter. The agreement allows RPG Hamilton to develop, operate and manage a mixed-use development to be built in two phases. Phase 1 consists of 2,000 square feet of retail space, 47,800 square feet of parking, and 290 apartments. Phase 1 was completed on April 5, 2019. Phase 2 consists of 297 apartment units. Phase 2 was completed on October 18, 2021. The addition of housing, retail space, and parking adjacent to the College provides an important marketing advantage for recruiting students, especially international and out of state students by providing a safe and secure environment while providing additional revenue to the College.

Under GASB 87, the College as a lessor, reports receivables for all leases of land, buildings, and equipment (except for short-term leases and contracts that transfer ownership). As of June 30, 2024, the College had a lease receivable $19,017,335 and deferred inflow $18,432,686. For the year ended June 30, 2024, the College received $450,000 in lease interest revenue.

Leases Where College is the Lessee

The College leases certain equipment and property under lease arrangements through 2029. The principal and interest for the next five years and beyond are projected below for lease obligations:

June 30,	Principal	Interest	Total
2025	$ 391,982	$ 24,298	$ 416,280
2026	218,213	14,045	232,258
2027	128,643	9,326	137,969
2028	132,953	5,016	137,969
2029	68,138	846	68,984
	$ 939,929	$ 53,531	$ 993,460

NOTE F - SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS (SBITA)

The College has entered into SBITAs for finance, reporting, communication, and learning software through 2028. The principal and interest for the next five years and beyond are projected below for SBITAs:

June 30,	Principal	Interest	Total
2025	$ 1,381,272	$ 113,270	$ 1,494,542
2026	1,314,963	75,166	1,390,129
2027	1,007,487	37,673	1,045,160
2028	227,941	7,100	235,041
	$ 3,931,663	$ 233,209	$ 4,164,872

NOTE G - ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Accounts payable and accrued liabilities consisted of the following at June 30, 2024:

	College	Component Unit Foundation	Component Unit CCP Development LLC
Category:			
Vendors and others	$ 7,475,966	$ 62,160	$ 186,411
Accrued salaries	2,893,531	126,099	-
Accrued benefits	3,687,171	-	-
Compensated absences	4,106,499	-	-
Retirement incentive payments	656,792	-	-
Accrued interest	187,434	-	-
	$ 19,007,393	$ 188,259	$ 186,411

Long-term liability activity for the year ended June 30, 2024 was as follows:

	Beginning Balance July 1, 2023	Additions	Deductions	Total Ending Balance June 30, 2024	Current Portion
Long-term liabilities:					
Accounts payable and accrued liabilities	$ 22,939,146	$ -	$ (3,931,753)	$ 19,007,393	$ 16,534,451
Payable to government agencies	912,549	358,663	-	1,271,212	329,876
Lease liability	623,448	637,387	(320,906)	939,929	391,982
SBITA liability	4,140,707	1,233,844	(1,442,888)	3,931,663	1,381,272
Long-term debt	61,505,000	-	(6,240,000)	55,265,000	6,550,000
Unamortized bond premium	5,253,907	-	(728,918)	4,524,989	728,918
Other post-employment benefits	154,213,535	4,282,313	-	158,495,848	-
	$249,588,292	$ 6,512,844	$ (12,664,465)	$243,436,034	$ 25,916,499

NOTE H - DEBT

The College's debt financing is primarily provided through Community College Revenue Bonds issued by the Hospitals and Higher Education Facilities Authority and the State Public School Building Authority.

Debt consisted of the following at June 30, 2024:

	Balance July 1, 2023	Additions	Principal Payments	Balance June 30, 2024	Current Portion
2015 Series	$ 26,660,000	$ -	$ (5,325,000)	$ 21,335,000	$ 5,590,000
2018 Series	12,320,000	-	(575,000)	11,745,000	600,000
2019 Series	7,945,000	-	(340,000)	7,605,000	360,000
2020 Series	14,580,000	-	-	14,580,000	-
	$ 61,505,000	$ -	$ (6,240,000)	$ 55,265,000	$ 6,550,000

Future annual principal and interest payments at June 30, 2024 are as follows:

	Principal	Interest	Total
June 30:			
2025	$ 6,550,000	$ 2,366,534	$ 8,916,534
2026	6,000,000	2,039,034	8,039,034
2027	6,305,000	1,739,034	8,044,034
2028	7,565,000	1,423,784	8,988,784
2029	2,135,000	1,071,450	3,206,450
2030	2,220,000	990,192	3,210,192
2031	2,305,000	903,848	3,208,848
2032	2,395,000	812,343	3,207,343
2033	2,495,000	715,876	3,210,876
2034	2,595,000	614,002	3,209,002
2035	2,705,000	506,661	3,211,661
2036	2,805,000	405,660	3,210,660
2037	2,900,000	310,502	3,210,502
2038	3,000,000	212,120	3,212,120
2039	1,950,000	108,950	2,058,950
2040	1,340,000	45,413	1,385,413
	$ 55,265,000	$ 14,265,403	$ 69,530,403

2015 Series

Under a loan agreement dated September 10, 2015, between the Authority and the College, the College borrowed $52,075,000 of 2015 Series Community College Revenue Bonds to advance refund a portion of the Authority's Community College Revenue Bonds (Community College of Philadelphia Project), Series of 2008 and additional 2015 Capital Projects. The 2015 Capital Projects consist of the following: (1) renovating the College's biology labs; (2) replacing certain escalators located in the College's West Building; and (3) various other renovations, repairs and capital improvements. All of the foregoing components of the 2015 Capital Projects will be used in connection with the College's operation of its community college buildings in furtherance of its educational mission. The 2015 Series Bonds are payable over 12½ years at rates from 2.00% to 5.00%, with an average debt service payment of $6,000,437 from 2025 through 2028.

Remaining principal payments for the 2015 Series Bonds required by the loan agreement are as follows:

	Principal
2025	$ 5,590,000
2026	4,995,000
2027	5,245,000
2028	5,505,000
	$ 21,335,000

2018 Series

Under a loan agreement dated May 1, 2018, between the Authority and the College, the College borrowed $24,155,000 of 2018 Series Community College Revenue Bonds to refund the outstanding Authority's Community College Revenue Bonds (Community College of Philadelphia Project), Series of 2017 and the additional 2018 Capital Projects. The 2018 Capital Projects consist of the renovation and improvements of the Library Learning Commons facility at the main campus. All of the foregoing components of the 2018 Capital Projects will be used in connection with the College's operation of its community college buildings in furtherance of its educational mission. The 2018 Series Bonds are payable over 20½ years at rates from 3.63% to 5.00%, with average debt service principal and interest payments of $1,146,218 from 2025 through 2038.

	Principal
2025	$ 600,000
2026	630,000
2027	665,000
2028	695,000
2029	730,000
2030-2038	8,425,000
	$ 11,745,000

2019 Series

Under a loan agreement dated May 2019, between the Authority and the College, the College borrowed $9,155,000 College Revenue Bonds (Community College of Philadelphia Project), Series A of 2019. The 2019 Capital Projects consist of (a) the development, construction, improvement, furnishing, equipping and outfitting of a new, approximately 75,500 square foot, building on land owned by the College in West Philadelphia, with a facility that will be used to house the College's Career and Advanced Technology Center, (b) the demolition of an existing building on such site, and (c) other miscellaneous capital improvements at such site including parking, landscaping and related improvements. All of the foregoing components of the 2019 Capital Projects will be used in connection with the College's operation of its community college buildings in furtherance of its educational mission. The 2019 Series A Bonds are payable over 21 years at rates from 3.00% to 5.00%, with average debt service principal and interest payments of $676,560 from 2025 through 2040.

Principal payments required by the loan agreement are as follows:

	Principal
2025	$ 360,000
2026	375,000
2027	395,000
2028	415,000
2029	435,000
2030-2040	5,625,000
	$ 7,605,000

2020 Series

Under a loan agreement dated December 8, 2020, between the Authority and the College, the College borrowed $14,580,000 College Revenue Bonds (Community College of Philadelphia Project), Series of 2020 (Federally Taxable). The 2020 Capital Project is completion funding for the 2019 Capital Project and consists of:

(a) the development, construction, improvement, furnishing, equipping, and outfitting of a new, approximately 75,000 square foot building on land owned by the College in West Philadelphia, which facility will be used to house the College's Career and Advanced Technology Center, and

(b) other miscellaneous capital improvements at such site, including parking, landscaping and related improvements.

The 2020 Series Bonds were issued prior to the closing of the new market tax credit transaction which occurred on December 9, 2020. A portion of the proceeds of the 2020 Series Bonds was used as a leveraged loan to an investment fund which in turn, through three community development entities, lent such proceeds to CCP Development, LLC, which is 90% owned by the College and 10% owned by Career and Advanced Technology Center, Inc., a 501(c)(3) tax-exempt nonprofit corporation. CCP Development, LLC will use the proceeds and net new market tax credit equity received to construct the Career and Advanced Technology Center. The loan to CCP Development, LLC is secured by a first priority mortgage and lien on the Career and Advanced Technology Center. All of the foregoing components of the 2020 Capital Project will be used in conjunction with College's operation of its community college buildings in furtherance of its educational mission. Refer to Note O for additional details.

Remaining principal payments required by the loan agreement are as follows:

	Principal
2028	$ 950,000
2029	970,000
2030	995,000
2031	1,020,000
2032	1,045,000
2033	1,075,000
2034-2040	8,525,000
	$ 14,580,000

NOTE I - (PAYABLE TO) RECEIVABLE FROM GOVERNMENT AGENCIES

(Payable to) receivable from government agencies includes the following at June 30, 2024:

	(Payable)	Receivable
Commonwealth of Pennsylvania:		
Provision for potential audit findings and reimbursement calculation	$ (259,406)	$ -
Grants and special projects	-	1,098,217
Pennsylvania Higher Education Assistance Agency for grants	(70,470)	-
	(329,876)	1,098,217
City of Philadelphia:		
Grants receivable	-	3,662,036
Federal:		
Financial aid programs	-	124,865
Grants and special projects	-	1,179,868
Other	(941,336)	-
	(941,336)	4,966,769
Total	$ (1,271,212)	$ 6,064,986

NOTE J - EMPLOYEE BENEFITS

Retirement benefits are provided for substantially all employees through payments to one of the board authorized retirement programs. Although the College does not offer participation in the Pennsylvania State Employees' Retirement System ("SERS") or the Public School Employees' Retirement System ("PSERS"), it has grandfathered continued participation for those employees currently enrolled. The College has 12 employees participating in the SERS and 23 employees in the PSERS.

Defined Benefit Plans

The PSERS and SERS are cost-sharing multiple employer-defined benefit plans and are administered by the Commonwealth as established under legislative authority. The financial statements for PSERS and SERS can be obtained from the following: Commonwealth of Pennsylvania, Public School Employees' Retirement System, 5 North Fifth Street, P.O. Box 125, Harrisburg, PA 17108 0125; and Commonwealth of Pennsylvania, State Employees' Retirement System, 30 North Third Street, P.O. Box 1147, Harrisburg, PA 17108-1147.

<u>Benefits Provided</u>

PSERS and SERS provide retirement, disability, and death benefits. For PSERS, retirement benefits are determined as 2.00% or 2.50% (depending on membership class), of the individual's final average salary multiplied by the number of years of credited service. After completion of five years of service, an individual's right to defined benefits is vested, and early retirement may be elected. Individuals are eligible for disability retirement benefits after completion of five years of credited service. Such disability benefits are generally equal to 2.00% to 2.50% (depending on membership class) of the member's final average salary multiplied by the number of years of credited service, but not less than one-third of such salary nor greater than the benefit the member would have had at normal retirement age. Death benefits are payable upon the death of an active member who has reached age 62 with at least one year of credited service. Such benefits are actuarially equivalent to the benefit that would have been effective if the member had retired on the day before death.

For SERS, retirement benefits are determined at 2.00% or 2.50% (depending on membership date) of the highest three-year average salary times the number of years of service. The vesting period is either five or 10 years (depending on membership date) of credited service.

Contributions

For PSERS, the contribution policy is set by Commonwealth statutes and requires contributions by active members, employers and the Commonwealth of Pennsylvania. Funding percentages are determined by the plan in accordance with actuarial calculations and are based on covered payroll. Currently, for full time faculty, administrators and other staff, the College contributes 34.00% of all earnings as long as contributions are adequate to accumulate assets to pay retirement benefits when due. Employee contributions are 6.50% of all earnings for members prior to July 22, 1983 and 7.50% of all earnings for members after July 22, 1983.

For SERS, the contribution policy is set by Commonwealth statutes and requires contributions by active members, employers and the Commonwealth of Pennsylvania. Funding percentages are determined by the plan in accordance with actuarial calculations and are based on covered payroll. Currently, for full-time faculty, administrators and other staff, the College contributes 27.60%, 32.24%, and 41.09% of all earnings as long as contributions are adequate to accumulate assets to pay retirement benefits when due. Employee contributions are 6.25% of all earnings.

Pension Liabilities, Pension Expense, and Deferred Outflows and Inflows of Resources

At June 30, 2024, the College reported a liability of $1,957,000 and $3,128,332 within other post-employment benefits liability on the statements of net position, for its proportional share of the net pension liability for PSERS and SERS, respectively. The net pension liability was measured as of June 30, 2023 for PSERS and December 31, 2023 for SERS, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The College's proportion of the net pension liability is based on a projection of the College's long-term share of contributions to the pension plan relative to the projected contributions of all participating institutions, actuarially determined. At June 30, 2023 and December 31, 2023, the College's proportion of PSERS and SERS was 0.0044% and 0.0148%, respectively.

For the year ended June 30, 2024, the College recognized proportional pension expense for PSERS and SERS of $339,000 and $246,414, respectively, as provided by the plans' actuarial schedules. At June 30, 2024, the College reported deferred outflows and inflows of resources related to pensions from the following sources:

PSERS

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	$ -	$ 27,000
Changes in assumptions	29,000	-
Net difference between projected and actual earnings on pension plan investments	55,000	-
Changes in proportion and differences between College contributions and proportionate share of contributions	460,000	-
Total	$ 544,000	$ 27,000

SERS

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	$ 88,326	$ 6,359
Changes in assumptions	134,816	-
Net difference between projected and actual earnings on pension plan investments	245,789	-
Changes in proportion	180,503	384,952
Changes in proportion and differences between College contributions and proportionate share of contributions	-	199,484
Total	$ 649,434	$ 590,795

Actuarial Assumptions

The following methods and assumptions were used in the actuarial valuations for the year ended June 30, 2024, unless otherwise stated. These methods and assumptions were applied to all periods included in the measurement:

PSERS

Actuarial cost method	entry age normal level % of pay
Investment rate of return	7.00%, includes inflation at 2.50%
Salary increases	effective average of 4.50%, which reflects an allowance for inflation of 2.50%, real wage growth of 2.00% for real wage growth and for merit or seniority increases
Mortality rates	Mortality rates were based on a blend of 50% PubT-2010 and 50% PubG-2010 Retiree Tables for males and females, adjusted to reflect PSERS experience and projected using a modified version of the MP-2020 Improvement Scale

SERS

Actuarial cost method	entry age
Amortization method	straight-line amortization of investments over five years and amortization of assumption changes and noninvestment gains/losses over the average expected remaining service lives of all employees that are provided benefits
Investment rate of return	6.875% net of manager fees including inflation
Projected salary increases	average of 4.55% with range of 3.30% - 6.95% including inflation
Inflation	2.50%
Mortality rate	projected PubG-2010 and PubNS-2010 Mortality Tables adjusted for actual plan experience and future improvement for retirees, beneficiaries, and survivors and rates determined by SERS actuaries using actual SERS experience for pre-retirement active members
Cost of living adjustments	none (ad hoc)

PSERS

The long-term expected real rate of return on pension investments is determined using a building-block method in which best estimates of ranges of expected future real rates of return are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of real rates of return are summarized at June 30, 2024, in the following table:

Asset Class	Target Allocation	Long-Term Expected Rate of Return
Global Public Equity	30.00%	5.20%
Private Equity	12.00%	7.90%
Fixed Income	33.00%	3.20%
Commodities	7.50%	2.70%
Absolute Return	4.00%	4.10%
Infrastructure/MLPs	10.00%	5.40%
Real Estate	11.00%	5.70%
Cash	3.00%	1.20%
Financing (LIBOR)	(10.50)%	1.20%
	100.00%	

SERS

Some of the methods and assumptions mentioned above are based on the 17th Investigation of Actuarial Experience, which was published in January 2011 and analyzed experience from 2006 through 2010. The long-term expected real rate of return on pension investments is determined using a building-block method in which best estimates of ranges of expected future real rates of return are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of real rates of return are summarized, at June 30, 2024, in the following table:

Asset Class	Total Allocation	Long-Term Expected Rate of Return
Private equity	16.00%	6.00%
Real estate	7.00%	4.80%
U.S. equity	31.00%	4.85%
International developed markets equity	14.00%	4.75%
Emerging markets equity	5.00%	4.95%
Fixed income - core	22.00%	1.75%
Inflation protection (TIPS)	3.00%	1.50%
Cash	2.00%	0.25%
	100.00%	

For both PSERS and SERS, the discount rate used to measure total pension liability was 7.00% and 6.875%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers will be made at actuarially determined rates as set by statute. Based on those assumptions, the Defined Benefit Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected investment rate of return on Defined Benefit Plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Position Liability

For PSERS, the College’s net pension liability at June 30, 2024 is $1,957,000 using a 7.00% discount rate. The College’s net pension liability would have been $2,537,000 assuming a 1%-point decrease (6.00%) in the discount rate and would have been $1,468,000 assuming a 1%-point increase (8.00%) in the discount rate.

For SERS, the College’s net pension liability at June 30, 2024 is $3,128,332 using a 6.875% discount rate. The College’s net pension liability would have been $4,023,036 assuming a 1%-point decrease (5.875%) in the discount rate and would have been $2,372,701 assuming a 1%-point increase (7.875%) in the discount rate.

Defined Contribution Plans

The College also sponsors one defined contribution plan, and as such, benefits depend solely on amounts contributed to the plan plus investment earnings. Full-time faculty and administrative employees are eligible to participate from the date of employment, and clerical employees have a one year waiting period. Participation is mandatory for full-time faculty and administrative employees upon reaching the age of 30 or after two years of employment, whichever is the later date. Participation is mandatory for full-time classified and confidential employees upon reaching the age of 30 or after four years of employment, whichever is the later date. Part-time faculty may participate after earning four seniority units, as defined in the collective bargaining agreement. College policy and collective bargaining agreements require that both the employee and the College contribute amounts, as set forth below, based on the employee’s earnings.

The College’s contributions for each employee (and interest allocated to the employee’s accounts) are fully vested. Death benefits for value of accumulation are provided to the beneficiary of a participant who dies prior to retirement. Various payment options are available. The College has 977 employees participating in this program.

The payroll for employees covered by the three plans was $78,504,296 and the College’s total payroll is $79,190,152 at June 30, 2024. Contributions made by the College for the year ended June 30, 2024 are $6,210,013, representing 7.91% of covered payroll. College employees contributed $4,681,461 for the year ended June 30, 2024.

A summary of retirement benefits follows:

Type of Employee:	
Full-time faculty	10% of base contract
Visiting lecturers	5% of base contract
Part-time faculty	5% of all earnings
Administrators and other staff	10% of base contract
Others	10% of annual salary
Employee contribution	5% of base salary

Post-Employment Benefits (OPEB)

Program Description

The College provides OPEB to eligible retirees of the College and their spouses. Health benefits include medical, prescription drug and dental coverage. Retirees and spouses are eligible to continue coverage for life as long as the retiree premium rates are paid. Life insurance benefit continues until age 65. Spouses are not covered. Life insurance benefit is determined as follows: Administrators = 2.5 times last annual salary, rounded up to next $1,000; Faculty, Classified, Confidential = 2 times last annual salary, rounded up to next $1,000; Faculty on Pre-Retirement Half-Time Workload Option = 4 times last annual salary, rounded up to next $1,000. These healthcare benefits are funded by a single employer plan.

Eligibility

Participants must be at least age 62 with 10 years of full-time service and have attained age plus service being greater than or equal to 77.

Funding Policy

Post-employment benefits other than pensions stem from the College's three collective bargaining agreements. For the year ended June 30, 2024, the College paid $3,881,292 on behalf of the retirees and spouses. The College pays 100% of the premium for coverage for retirees until the end of the contract year in which the retiree attains age 65. Thereafter, the retiree pays 50% of the total premium, less the Medicare Part B premium. Pre-65 and post-65 retirees pay 50% of active medical benefits for pre-65 spouses. Post-65 retirees pay 50% of the premium for the coverage of post-65 spouses, less their Medicare Part B premium. Pre-65 retirees pay 0% of the premium for the coverage of post-65 spouses (the College pays 100% of their premium). Surviving spouses must pay 100% of the premium for coverage without getting reimbursed for Medicare Part B premium if over 65. Retirees on Medicare disability are given the Medicare Part B reimbursement regardless of age. The College pays 100% of the premium for retired post-65 part-time teachers and their spouses.

Employees/Retirees/Beneficiaries	Number of Participants as of July 1, 2023
Actives	789
Inactives currently receiving benefit payments	698
	1,487

The following table provides a summary of the changes in the College's total OPEB liability for fiscal year ended June 30, 2024. The valuation date was July 1, 2023 and the measurement date was June 30, 2024.

Change in Total OPEB Liability ("TOL")

TOL, beginning of year – July 1, 2023	$ 148,665,760
Service cost	3,258,749
Interest	5,515,241
Difference between expected and actual experience	5,405,508
Benefits paid	(4,919,987)
Changes in assumptions	(4,514,755)
TOL, end of year – June 30, 2024	$ 153,410,516

The following summarizes the development of benefit for the year ended June 30, 2024:

	2024
Service cost	$ 3,258,749
Interest	5,515,241
Changes in assumptions	(10,138,703)
Amortization of:	
Total OPEB liability and assumption gain	(5,811,956)
Total benefit	$ (7,176,669)

	2024
Weighted-average assumptions to determine expense:	
Actual benefit payments	$ 4,919,987
Discount rate	3,86%
Expected return on assets	N/A
Salary scale	4.00%
Current rate	7.50%
Ultimate rate/year reached	4.50%/2044

Deferred inflows of resources reported by the College at June 30, 2024 are as follows:

Date Amortization Base Set	Net Amount	Amortization Period Remaining
June 30, 2024	$ (17,787,458)	2 years

Deferred outflows of resources reported by the College at June 30, 2024 are as follows:

Date Amortization Base Set	Net Amount	Amortization Period Remaining
June 30, 2024	$ 3,603,572	2 years

Deferred Inflows Projection

Amounts reported as deferred inflows of resources will be recognized in expense as follows:

Years Ending June 30:	
2025	$ (14,480,703)
2026	296,917

Actuarial Assumptions

Mortality Table: The Pub-2011 Public Retirement Plans Teachers mortality table projected generationally with Scale MP-2021 for faculty participants and Pub-2011 Public Retirement Plans General mortality projected generationally with Scale MP-2021 for all other participants.

Discount Rate: 3.86% for determining June 30, 2024 disclosure and estimated 2025 expense.

Discount Rate Determination Method: Under GASB 75, the discount rate for unfunded plans must be based on a yield or index rate for a 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. Rates were taken from the Fidelity 20-year GO AA Bond index as of the measurement dates.

A one-percentage point change in the discount rate and assumed health care cost trend rates would have the following impact on the liability for post-employment benefits obligations at June 30, 2024:

Discount Rate Change	1% Decrease	1% Increase
Net OPEB Liability	$ 177,599,588	$ 133,860,202
Net OPEB Liability Healthcare Trend Rate	$ 133,068,803	$ 178,840,455

Retirement Incentive Program

Effective September 1, 2014, the collective bargaining agreement provides for a retirement incentive for full-time employees at age 63, 64 or 65 with at least 20 years of service. The incentive payment is a percentage of final pay based on years of service. 17 employees will receive the incentive payment during fiscal year 2024-25. The present value of these payments is $1,318,842.

NOTE K - COMMITMENTS AND CONTINGENCIES

The use of grant monies received is subject to compliance audits by the disbursing governmental agency. The College believes it is in compliance with all significant grant requirements.

The nature of the educational industry is such that, from time to time, the College is exposed to various risks of loss related to torts; alleged negligence; acts of discrimination; breach of contract; labor disputes; disagreements arising from the interpretation of laws or regulations; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. While some of these claims may be for substantial amounts, they are not unusual in the ordinary course of providing educational services. The College addresses these risks by purchasing commercial insurance. The College's retention of risk is limited to the deductibles on its insurance policies, which range from $0 to $150,000 per claim depending on the nature of the claim.

There have been no significant reductions in insurance coverage from the prior year. There have been no instances where a settlement amount exceeded the insurance coverage for each of the last three years. It is not expected that the resolution of any outstanding claims and litigation will have a material adverse effect on the accompanying financial statements.

The College's Collective Bargaining Agreement with Faculty and Classified employee unions expired on August 31, 2024. The College and the Federation are currently negotiating the terms of successor Collective Bargaining Agreements.

NOTE L - OPERATING EXPENSES

The College's and component unit operating expenses, on a natural-classification basis, were comprised of the following for the year ended June 30, 2024:

	College	Component Unit Foundation	Component Unit CCP Development
Salaries	$ 77,783,715	$ 1,116,430	$ -
Benefits	31,811,616	421,237	-
Contracted services	7,401,950	4,312	117,345
Supplies	1,387,989	79,586	-
Depreciation	8,836,208	-	1,346,508
Student aid	10,751,090	1,794,501	-
Other post-retirement benefits	(12,027,469)	-	-
Other	26,300,334	987,045	40,411
	$ 152,245,433	$ 4,403,111	$ 1,504,264

NOTE M - CITY AND COMMONWEALTH APPROPRIATIONS

Appropriations from the Commonwealth and the City for the year ended June 30, 2024 were as follows:

	Operations	Capital
Commonwealth of Pennsylvania	$ 34,343,287	$ 4,729,382
City of Philadelphia	48,042,033	19,959,425
	$ 82,385,320	$ 24,688,807

NOTE N - PASS-THROUGH GRANTS

The College distributed $25,009,712 during the year ended June 30, 2024 for student loans through the U.S. Department of Education Federal Direct Loan Program. These distributions and related funding sources are not included as expenses and revenues, nor as cash disbursements and cash receipts in the accompanying financial statements.

NOTE O - NEW MARKET TAX CREDITS (CAREER AND ADVANCED TECHNOLOGY CENTER PROJECT)

On April 5, 2018, the Board of Trustees of the College approved a Resolution authorizing the West Regional Center Expansion. The West Regional Center Expansion is a capital project consisting of the development, construction, improvement, furnishing, equipping and fit out of a new building of approximately 75,000 square foot on land owned by the College in West Philadelphia. The building is being referred to as the Career and Advanced Technology Center (the “CATC”).

The construction of CATC is supported by several mechanisms that include tax-exempt and taxable municipal bonds, Pennsylvania Department of Education capital funding, Redevelopment Assistance Capital Program grants and NMTC. On August 15, 2018, the Pennsylvania Department of Education approved the College’s application for State assistance for the construction of community college facilities to expand the West Regional Center. The Department provided $10,000,000 towards the capital expense of this Project in the form of debt service for the Series 2019 bonds, with the remainder to be financed by local sponsorship and other sources.

On May 8, 2019, the College successfully issued $9,155,000 Series 2019 bonds with a premium of $1,028,784 for total proceeds of $10,183,784. The Series 2019 bonds were issued to assist with the construction of the CATC.

For additional funding of the CATC, the College utilized NMTC by which investors provide capital to community development entities (“CDEs”), and in exchange are awarded credits against their federal tax obligations. The NMTC program offers credits against federal income taxes over a seven-year period for Qualified Equity Investments in designated CDEs pursuant to Section 45D of the Internal Revenue Code in order to assist eligible businesses in making investments in certain low-income communities.

The CATC is located at 4750 Market Street, Philadelphia, Pennsylvania, within a census tract that constitutes a “low-income community” and therefore qualified for the NMTC program. CCP Development, LLC (the “LLC”) was established as a QALICB and serves as the leveraged loan lender for the NMTC transaction. The LLC was allocated $25,945,000 of NMTC’s from three separate CDEs which invested in the CATC.

As part of the NMTC transaction, an investment fund ("the Fund") was established and funded through an investment of NMTC equity from an investor ("Fund Investor"). The Fund invested in the three CDEs which made loans to the LLC on December 9, 2020 in the aggregate amount of $25,945,000.

The construction of the CATC building was completed in August 2022 and leased to the College per the Master Lease Agreement between the LLC and the College. The College is responsible for all operating and maintenance costs of the CATC since completion. The base rent of $137,500 is due quarterly on the first day of February, May, August and November. The College plans to exercise its option to terminate the lease arrangement at the end of the seven-year tax credit investment period at which time a one-time base rent payment in the amount of $90,000 shall be made on December 9, 2027. A one-time base rent payment in the amount of $66,000 shall be made on February 1, 2028. Quarterly payments due on payment dates occurring during the period beginning May 1, 2028 and ending on November 1, 2028, shall be in the amount of $156,000.

Interest on the three loans is paid by the LLC, commencing on February 5, 2021, at 1.836% per annum. The notes all mature on November 1, 2050 with interest only payments through October 31, 2028 and principal and interest payments from February 5, 2029 and continuing each annual payment date thereafter through and including August 5, 2050. The College provided a limited payment guaranty and completion guaranty to the CDEs to secure the loans.

The loan receivable and related interest receivable from the Fund to the College are recorded as a loan receivable within the statement of net position. The LLC recorded the three loan obligations owed to the CDEs as notes payable within the statement of net position.

NOTE P - SUBSEQUENT EVENTS

The College has evaluated subsequent events through October 24, 2024, noting no items which would require disclosure in the financial statements.

REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

SCHEDULES OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS - LAST 10 YEARS* (UNAUDITED)

Years ended June 30,
(Amounts are in thousands)

	2024	2023	2022	2021	2020	2019	2018
Total OPEB Liability							
Service cost	$ 3,259	$ 4,973	$ 5,707	$ 3,923	$ 5,863	$ 6,425	$ 10,624
Interest cost	5,515	4,128	3,974	4,952	6,925	5,696	6,234
Difference between expected and actual experience	5,406	-	2,021	-	(33,487)	-	(47,379)
Changes in assumptions	(4,515)	(44,333)	4,711	31,764	617	-	(19,251)
Changes in benefit terms	-	-	-	-	(11,026)	(9,920)	-
Benefit payments	(4,920)	(4,488)	(4,303)	(3,874)	(4,929)	(4,449)	(4,934)
Net change in total OPEB liability	4,745	(39,720)	12,110	36,765	(36,037)	(2,248)	(54,706)
Total OPEB liability - beginning	148,666	188,386	176,276	139,511	175,548	177,796	232,502
Total OPEB liability - ending (a)	$ 153,411	$ 148,666	$ 188,386	$ 176,276	$ 139,511	$ 175,548	$ 177,796
Plan Fiduciary Net Position							
Contribution - employer	$ 4,920	$ 4,488	$ 4,303	$ 3,874	$ 4,929	$ 4,449	$ 4,934
Benefit payments	(4,920)	(4,488)	(4,303)	(3,874)	(4,929)	(4,449)	(4,934)
Net change in plan fiduciary net position	-	-	-	-	-	-	-
Plan fiduciary net position - beginning	-	-	-	-	-	-	-
Plan fiduciary net position - ending (b)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net OPEB liability - ending (a)-(b)	$ 153,411	$ 148,666	$ 188,386	$ 176,276	$ 139,511	$ 175,548	$ 177,796
Covered-employee payroll	$ 57,856	$ 59,397	$ 56,145	$ 55,279	$ 53,434	$ 51,546	$ 54,241
Total OPEB liability as a percentage of covered-employee payroll	265%	250%	336%	319%	261%	341%	328%

**This schedule is intended to show information for 10 years. Additional years will be displayed as they become available.*

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

SCHEDULES OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY - LAST 10 YEARS* (UNAUDITED)

Years ended June 30,

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
PSERS										
College's proportion of the net pension liability	0.0044%	0.0035%	0.0028%	0.0028%	0.0030%	0.0034%	0.0034%	0.0035%	0.0032%	0.0026%
College's proportionate share of the net pension liability	$ 1,957,000	$ 1,556,000	$ 1,150,000	$ 1,379,000	$ 1,403,000	$ 1,632,000	$ 1,679,000	$ 1,734,000	$ 1,386,000	$ 1,030,000
College's covered employee payroll	$ 228,783	$ 215,604	$ 268,640	$ 244,157	$ 407,745	$ 456,911	$ 455,779	$ 454,763	$ 413,104	$ 335,800
Plan fiduciary net position as a percentage of the total pension liability	61.85%	61.34%	63.67%	54.32%	55.66%	54.00%	51.84%	50.14%	54.36%	57.24%
SERS										
College's proportion of the net pension liability	0.0148%	0.0174%	0.0173%	0.0155%	0.0149%	0.0148%	0.0160%	0.0147%	0.0110%	0.0120%
College's proportionate share of the net pension liability	$ 3,128,332	$ 3,991,775	$ 2,528,564	$ 2,831,037	$ 2,710,432	$ 3,083,795	$ 2,758,923	$ 2,827,306	$ 1,998,201	$ 1,784,684
College's covered employee payroll	$ 1,039,018	$ 1,179,551	$ 1,165,438	$ 1,021,917	$ 958,066	$ 930,394	$ 979,992	$ 894,293	$ 653,759	$ 692,779
Plan fiduciary net position as a percentage of the total pension liability	65.30%	61.50%	76.00%	67.00%	63.10%	56.40%	63.00%	57.80%	58.90%	64.80%

**This schedule is intended to show information for 10 years.*

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

SCHEDULES OF EMPLOYER CONTRIBUTIONS - LAST 10 YEARS* (UNAUDITED)

Years ended June 30,

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
PSERS										
Contractually required contribution	$ 105,815	$ 92,170	$ 95,000	$ 175,000	$ 134,000	$ 144,000	$ 130,000	$ 111,000	$ 83,000	$ 52,000
Contribution in relation to the contractually required contribution	105,815	92,170	95,000	175,000	134,000	144,000	130,000	111,000	83,000	52,000
Contribution deficiency (excess)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Covered employee payroll	$ 228,783	$ 215,604	$ 268,640	$ 244,157	$ 407,745	$ 456,911	$ 455,779	$ 454,763	$ 413,104	$ 335,800
Contributions as a % of covered employee payroll	46.2513%	42.7497%	35.3633%	71.6752%	32.8637%	31.5160%	28.5226%	24.4083%	20.0918%	15.4854%
SERS										
Contractually required contribution	$ 298,005	$ 263,580	$ 229,696	$ 352,495	$ 334,491	$ 323,944	$ 325,667	$ 301,735	$ 202,576	$ 98,248
Contribution in relation to the contractually required contribution	298,005	263,580	229,696	352,495	334,491	323,944	325,667	301,735	202,576	98,248
Contribution deficiency (excess)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Covered employee payroll	$ 1,039,018	$ 880,309	$ 1,165,438	$ 1,021,917	$ 958,066	$ 930,394	$ 979,992	$ 894,293	$ 653,759	$ 692,779
Contributions as a % of covered employee payroll	28.6814%	29.9418%	19.7090%	34.4935%	34.9131%	34.8179%	33.2316%	33.7401%	30.9863%	14.1817%

See accompanying report of independent certified public accountants.

OTHER SUPPLEMENTARY INFORMATION

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

REFORMATTED SCHEDULE OF NET POSITION

June 30, 2024
(In thousands)

	Community College of Philadelphia	Community College of Philadelphia Foundation	CCP Development, LLC
Cash on deposit and on hand	$ 64,532	$ 3,038	$ 3,101
Investments	42,911	19,878	-
Accounts receivable	6,410	7	138
Allowance for doubtful accounts	(2,788)	-	-
Due from other governments	6,065	-	-
Restricted assets	46,101	-	-
Other assets	1,008	-	-
Property, plant and equipment	175,405	-	29,605
Total assets	$ 339,644	$ 22,923	$ 32,844
Deferred outflows of resources:			
Deferred outflows	$ 7,675	$ -	$ -
Liabilities:			
Vouchers and accounts payable	$ 7,476	$ 222	$ 186
Salaries and wages payable	11,344	-	-
Accrued expenses	187	-	-
Funds held in escrow	488	-	-
Due to other governments	1,271	-	-
Deferred revenue	9,706	800	-
Current portion of long-term obligations	9,052	-	-
Noncurrent portion of long-term obligations	55,609	-	-
Notes payable	-	-	25,945
Other post-employment benefits (GASB 75)	158,496	-	-
Total liabilities	$ 253,630	$ 1,022	$ 26,131
Deferred inflows of resources:			
Deferred inflows	$ 36,838	$ 7	$ -
Net position:			
Net investment in capital assets	$ 93,435	$ -	$ 1,115
Restricted for:			
Nonexpendable scholarships, awards, and faculty chair	-	14,162	-
Nonexpendable annuities	-	9	-
Capital projects	5,937	376	6,473
Expendable scholarships, awards, and faculty chair	-	3,795	-
Unrestricted	(42,521)	3,552	(875)
Total net position	$ 56,851	$ 21,894	$ 6,713

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

REFORMATTED SCHEDULE OF ACTIVITIES

Year ended June 30, 2024
(In thousands)

Programs/Functions	Expenses	Program Revenues: Charge for Services	Program Revenues: Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net Expense and Changes in Net Position: Education Activities
Community college services	$ 158,530	$ 21,552	$ 54,722	$ -	$ 82,256
				General revenues:	
				Grants and contributions*	109,557
				Interest and investment earnings	9,151
				Miscellaneous	4,595
				Total general revenues	123,303
				Change in net assets	41,047
				Net position - beginning	37,698
				Net position - ending	$ 78,745

** Includes Commonwealth appropriations of $34,343,287 and City of Philadelphia appropriations of $48,042,033.*

Programs/Functions	Expenses	Program Revenues: Charge for Services	Program Revenues: Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net Expense and Changes in Net Position: Education Activities
CCP Development, LLC services	$ 1,987	$ -	$ -	$ -	$ 1,987
				General revenues:	
				Grants and contributions	-
				Interest and investment earnings	-
				Miscellaneous	1,650
				Total general revenues	1,650
				Change in net assets	(337)
				Net position - beginning	7,050
				Net position - ending	$ 6,713

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

SCHEDULE OF CHANGES IN CAPITAL ASSET BALANCES

Year ended June 30, 2024

	Beginning Balance	Additions	Retirements & Adjustments	Ending Balance
Business-type activities:				
Capital assets not being depreciated:				
Land	$ 37,844,976	$ -	$ -	$ 37,844,976
Works of art	902,620	39,802	-	942,422
Construction in process	1,493,222	613,834	(1,280,676)	826,380
Total capital assets not being depreciated	40,240,818	653,636	(1,280,676)	39,613,778
Capital assets being depreciated:				
Buildings	267,810,883	5,779,441	(484,342)	273,105,982
Other improvements	18,906,193	263,848	(26,877)	19,143,164
Equipment & furniture	21,333,629	3,343,432	(493,842)	24,183,219
Leases	30,991,592	636,881	(29,906,337)	1,722,136
SBITAs	5,049,133	1,233,844	(91,687)	6,191,290
Total capital assets being depreciated	344,091,430	11,257,446	(31,003,085)	324,345,791
Less accumulated depreciation for:				
Buildings	147,049,197	5,711,082	-	152,760,279
Other improvements	18,028,186	159,685	-	18,187,871
Equipment & Furniture	13,390,027	1,247,212	(99,792)	14,537,447
Leases	30,131,315	314,131	(29,630,428)	815,018
SBITAs	945,511	1,404,098	(96,616)	2,252,993
Total accumulated depreciation	209,544,236	8,836,208	(29,826,836)	188,553,608
Total capital assets being depreciated, net	134,547,194	2,421,238	(1,176,249)	135,792,183
Business-type activities capital assets, net	$ 174,788,012	$ 3,074,874	$ (2,456,925)	$ 175,405,961

See accompanying report of independent certified public accountants.

OTHER INFORMATION (UNAUDITED)

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATISTICAL SECTION - SCHEDULE OF REVENUES BY SOURCE (UNAUDITED)

Years ended June 30,
(Amounts expressed in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Revenues:										
Student tuition and fees (net of scholarship allowances)	$ 20,618	$ 23,247	$ 24,759	$ 28,424	$ 30,536	$ 32,753	$ 33,234	$ 32,992	$ 31,643	$ 31,973
Sales of auxiliary enterprises	934	827	113	408	1,413	1,599	1,523	1,737	1,740	1,786
Other operating revenues	94	35	13	23	38	42	46	62	87	196
Total operating revenues	21,646	24,109	24,885	28,855	31,987	34,394	34,803	34,791	33,470	33,955
State appropriations	34,343	33,561	32,341	32,389	32,408	31,820	30,892	30,868	30,128	28,632
City appropriations	48,042	40,637	37,172	34,451	29,847	25,549	23,310	24,189	23,272	21,271
Federal grants and contracts	43,187	40,560	105,571	65,187	52,337	46,098	49,026	48,888	53,551	57,871
Gifts from the Community College of Philadelphia Foundation	-	67	375	12	95	160	242	835	225	141
State grants and contracts	6,280	5,722	5,718	6,061	6,621	5,989	7,953	8,126	8,278	7,343
Nongovernmental grants and contracts	3,036	2,260	1,948	2,884	2,522	2,115	1,582	1,528	1,456	1,521
Net investment (loss) income	6,947	3,813	(3,894)	451	1,691	1,577	36	75	815	365
Interest on capital asset-related debt service	(1,881)	(2,928)	-	-	-	-	-	-	-	-
Other nonoperating revenue	4,059	1,149	950	509	578	410	399	378	2,579	1,087
Total nonoperating revenues	144,013	124,841	180,181	141,944	126,099	113,718	113,440	114,887	120,304	118,231
Capital appropriations	24,689	14,517	11,548	12,990	12,032	11,797	12,450	11,050	12,354	10,859
Total revenues	$ 190,348	$ 163,467	$ 216,614	$ 183,789	$ 170,118	$ 159,909	$ 160,693	$ 160,728	$ 166,128	$ 163,045

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATISTICAL SECTION - SCHEDULE OF REVENUES BY SOURCE (UNAUDITED) - CONTINUED

Years ended June 30,
(Amounts expressed in percentages)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Revenues:										
Student tuition and fees (net of scholarship allowances)	10.83%	14.22%	11.43%	15.47%	17.95%	20.48%	20.68%	20.53%	19.05%	19.61%
Sales of auxiliary enterprises	0.49	0.51	0.05	0.22	0.83	1.00	0.95	1.08	1.05	1.10
Other operating revenues	0.05	0.02	0.10	0.01	0.02	0.03	0.03	0.04	0.05	0.12
Total operating revenues	11.37	14.75	11.49	15.70	18.80	21.51	21.66	21.65	20.15	20.83
State appropriations	18.05	20.53	14.93	17.62	19.05	19.90	19.22	19.21	18.14	17.56
City appropriations	25.23	24.86	17.16	18.74	17.54	15.98	14.51	15.04	14.01	13.05
Federal grants and contracts	22.68	24.81	48.74	35.47	30.77	28.83	30.51	30.42	32.23	35.49
State grants and contracts	3.30	3.50	2.64	3.30	3.89	3.75	4.95	5.06	4.98	4.50
Gifts from the Community College of Philadelphia Foundation	-	0.04	0.17	0.01	0.06	0.10	0.15	0.52	0.14	0.09
Nongovernmental grants and contracts	1.60	1.38	0.90	1.57	1.48	1.32	0.98	0.95	0.88	0.93
Net investment (loss) income	3.65	2.33	(1.80)	0.25	0.99	0.99	0.02	0.05	0.49	0.22
Interest on capital asset-related debt service	(0.99)	(1.79)	-	-	-	-	-	-	-	-
Other nonoperating revenue	2.14	0.70	0.44	0.28	0.34	0.25	0.25	0.24	1.55	0.67
Total nonoperating revenues	75.66	76.37	83.18	77.24	74.12	71.12	70.59	71.49	72.42	72.51
Capital appropriations	12.97	8.88	5.33	7.06	7.08	7.37	7.75	6.86	7.43	6.66
Total revenues	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATISTICAL SECTION - SCHEDULE OF EXPENSES BY USE (UNAUDITED)

Years ended June 30,
(Amounts expressed in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Expenses:										
Salaries	$ 77,784	$ 76,982	$ 75,891	$ 74,041	$ 77,819	$ 77,462	$ 76,986	$ 78,629	$ 77,931	$ 77,161
Benefits	31,812	35,525	36,603	32,570	34,790	34,979	36,259	36,417	36,978	36,140
Contracted services	7,402	10,901	10,983	9,247	9,276	8,045	7,859	6,512	6,458	8,331
Supplies	1,388	1,988	2,927	5,564	4,467	3,060	3,549	3,376	3,857	3,073
Depreciation	8,836	7,198	7,610	7,464	7,783	7,939	8,133	8,204	8,861	9,698
Student aid	10,751	11,552	36,951	12,644	12,052	6,250	7,213	8,770	8,739	8,211
Other	26,300	16,117	23,848	10,231	11,376	13,375	12,092	12,959	13,167	12,815
GASB 75 (Other post-employment benefits) accrual	(12,027)	(19,154)	(6,274)	(8,754)	(24,590)	(5,426)	12,309	11,703	11,686	8,016
Total operating expenses	152,246	141,109	188,539	143,007	132,973	145,684	164,400	166,570	167,677	163,445
Interest on capital asset-related debt service	1,881	2,929	3,320	3,882	3,604	3,602	3,413	3,263	3,315	4,225
Total nonoperating expenses	1,881	2,929	3,320	3,882	3,604	3,602	3,413	3,263	3,315	4,225
Total expenses	$ 154,127	$ 144,038	$ 191,859	$ 146,889	$ 136,577	$ 149,286	$ 167,813	$ 169,833	$ 170,992	$ 167,670

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATISTICAL SECTION - SCHEDULE OF EXPENSES BY USE (UNAUDITED) - CONTINUED

Years ended June 30,
(Amounts expressed in percentages)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Expenses:										
Salaries	50.47%	53.45%	39.56%	50.41%	56.98%	51.89%	45.88%	46.30%	45.57%	46.02%
Benefits	20.64	24.66	19.08	22.17	25.47	23.43	21.61	21.44	21.63	21.55
Contracted services	4.80	7.57	5.72	6.30	6.79	5.39	4.68	3.83	3.78	4.97
Supplies	0.90	1.38	1.53	3.79	3.27	2.05	2.11	1.99	2.26	1.83
Depreciation	5.73	5.00	3.97	5.08	5.70	5.32	4.85	4.83	5.18	5.78
Student aid	6.98	8.02	19.26	8.61	8.82	4.19	4.30	5.16	5.11	4.90
Other	17.06	11.19	12.43	6.97	8.33	8.96	7.21	7.63	7.70	7.64
GASB 75 (Other post-employment benefits) accrual	(7.80)	(13.30)	(3.27)	(5.96)	(18.00)	(3.63)	7.33	6.89	6.83	4.78
Total operating expenses	98.78	97.97	98.27	97.37	97.36	97.60	97.97	98.07	98.06	97.47
Interest on capital asset-related debt service	1.22	2.03	1.73	2.63	2.64	2.40	2.03	1.93	1.94	2.53
Total nonoperating expenses	1.22	2.03	1.73	2.63	2.64	2.40	2.03	1.93	1.94	2.53
Total expenses	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATISTICAL SECTION - SCHEDULE OF EXPENSES BY FUNCTION (UNAUDITED)

Years ended June 30,
(Amounts expressed in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Expenses by function:										
Instruction	$ 56,196	$ 49,897	$ 54,725	$ 50,333	$ 49,333	$ 56,715	$ 64,578	$ 65,509	$ 66,018	$ 65,046
Public service	36	21	39	38	104	97	145	124	183	86
Academic support	18,087	15,324	16,437	14,763	13,749	16,405	19,182	18,880	18,824	18,372
Student services	21,931	19,818	20,964	18,891	16,673	20,529	24,212	24,405	25,142	23,494
Institutional support	22,274	21,147	36,592	28,428	19,176	22,640	25,111	24,854	24,429	24,371
Operation and maintenance of plant	13,753	15,675	14,805	10,105	13,445	14,424	15,093	15,013	14,913	13,336
Depreciation	8,836	7,197	7,610	7,464	7,783	7,939	8,133	8,204	8,861	9,698
Student aid	10,751	11,553	36,951	12,644	12,052	6,250	7,213	8,770	8,739	8,211
Auxiliary enterprises	381	477	416	342	658	685	733	811	567	831
Interest on capital debt	1,881	2,929	3,320	3,882	3,604	3,602	3,413	3,263	3,315	4,225
Total expenses by function	$ 154,126	$ 144,038	$ 191,859	$ 146,890	$ 136,577	$ 149,286	$ 167,813	$ 169,833	$ 170,991	$ 167,670

(Amounts expressed in percentages)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Expenses by function:										
Instruction	36.45%	34.64%	28.52%	34.27%	36.12%	37.99%	38.48%	38.57%	38.61%	38.79%
Public service	0.02	0.01	0.02	0.03	0.08	0.06	0.09	0.07	0.11	0.05
Academic support	11.74	10.64	8.57	10.05	10.07	10.99	11.43	11.12	11.01	10.96
Student services	14.23	13.76	10.93	12.86	12.21	13.75	14.43	14.37	14.70	14.01
Institutional support	14.45	14.68	19.07	19.35	14.04	15.17	14.96	14.63	14.29	14.54
Operation and maintenance of plant	8.92	10.88	7.72	6.88	9.84	9.66	8.99	8.84	8.72	7.95
Depreciation	5.73	5.00	3.97	5.08	5.70	5.32	4.85	4.83	5.18	5.78
Student aid	6.99	8.02	19.26	8.61	8.82	4.19	4.30	5.16	5.11	4.90
Auxiliary enterprises	0.25	0.33	0.22	0.23	0.48	0.46	0.44	0.48	0.33	0.50
Interest on capital debt	1.22	2.03	1.73	2.64	2.64	2.41	2.03	1.92	1.94	2.52
Total expenses by function	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATISTICAL SECTION - SCHEDULE OF NET POSITION AND CHANGES IN NET POSITION (UNAUDITED)

Years ended June 30,
(Amounts expressed in thousands)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Total revenues (from schedule of revenues by source less capital appropriations)	$ 144,013	$ 148,950	$ 205,066	$ 170,798	$ 158,085	$ 148,112	$ 148,423	$ 149,678	$ 153,776	$ 152,186
Total operating expenses (from schedule of expenses by use)	154,127	144,038	191,859	146,889	136,578	149,286	167,813	169,833	170,992	167,670
Total changes in net position	(10,114)	4,912	13,207	23,909	21,507	(1,174)	(19,390)	(20,155)	(17,216)	(15,484)
Net position, beginning	18,748	(3,611)	(28,368)	(65,267)	(98,807)	(109,429)	51,951	61,057	65,919	72,538
Net position, ending	$ 8,634	$ 1,301	$ (15,161)	$ (41,358)	$ (77,300)	$ (110,603)	$ 32,561	$ 40,902	$ 48,703	$ 57,054
Net investment in capital assets	$ 93,435	$ 94,532	$ 110,433	$ 116,734	$ 104,726	$ 103,869	$ 102,005	$ 99,772	$ 98,776	$ 96,979
Restricted - expendable	5,937	6,205	5,784	5,727	5,439	5,284	5,101	4,939	4,912	4,742
Unrestricted	(42,521)	(81,989)	(119,828)	(150,829)	(175,432)	(207,960)	(216,535)	(52,760)	(42,631)	(35,802)
Total net position	$ 56,851	$ 18,748	$ (3,611)	$ (28,368)	$ (65,267)	$ (98,807)	$ (109,429)	$ 51,951	$ 61,057	$ 65,919

Source: Audited financial statements.

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATISTICAL SECTION - FISCAL YEAR ENROLLMENT AND DEGREE STATISTICS (UNAUDITED)

Years ended June 30,

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Enrollments and student demographics:										
Credit FTE	10,004	9,161	8,935	10,608	12,331	12,740	13,596	13,659	14,481	14,851
Unduplicated Credit Headcount	17,537	16,769	16,596	19,266	22,160	23,139	24,443	25,571	26,837	27,942
Percentage - Men	34.1%	33.2%	31.6%	31.2%	34.7%	36.3%	36.3%	37.1%	37.8%	37.7%
Percentage - Women	65.9	66.2	68.4	68.4	65.3	63.7	63.7	62.9	62.2	62.3
Percentage - Black	42.3	44.7	42.5	41.7	41.9	43.1	48.1	48.8	49.4	50.7
Percentage - White	19.1	20.7	23.3	24.4	22.9	23.2	23.5	24.0	23.8	23.9
Percentage - Asian	11.2	10.7	10.8	10.4	11.8	11.4	9.8	9.4	8.9	8.4
Percentage - Hispanic	18.4	17.1	16.4	15.7	15.9	14.9	14.0	13.0	12.8	11.8
Percentage - American Indian/other	4.6	4.2	4.1	4.0	3.9	4.0	0.3	0.3	0.3	0.4
Percentage - Unknown	4.3	2.6	3.0	3.8	3.6	3.4	4.3	4.5	4.8	4.8
Degrees awarded:										
Associate	1,575	1,429	1,806	1,954	1,761	1,770	1,731	1,794	1,880	1,916
Certificate	180	154	229	178	225	331	495	471	475	446

Source: Department of Institutional Research.

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

STATISTICAL SECTION - FACULTY AND STAFF STATISTICS (UNAUDITED)

For Fall Term in Year

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Faculty:										
Part-time	630	614	526	297	452	567	543	548	676	635
Full-time	286	279	361	310	336	438	443	467	400	395
Percentage tenured	81.5%	86.4%	74.2%	77.7%	77.7%	67.1%	65.2%	61.8%	74.0%	81.7%
Administrative and support staff:										
Part-time	23	37	77	55	82	76	40	38	18	11
Full-time	503	500	495	503	506	474	470	466	445	453
Total employees:										
Part-time	653	651	603	352	534	643	583	586	694	646
Full-time	789	779	856	813	842	912	913	933	845	848
Students per full-time staff:										
Number credit students	1,224	11,636	11,647	13,672	15,996	16,672	17,296	18,126	18,099	19,119
Faculty	43	42	32	44	48	38	39	39	45	47
Administrative and support staff	24	23	24	27	32	35	37	39	41	42
Average annual faculty salary	$ 70,191	$ 69,675	$ 61,894	$ 66,597	$ 65,300	$ 75,020	$ 67,883	$ 69,196	$ 63,789	$ 65,212

Source: Institutional Human Resource Records.

GROSS SQUARE FEET OF COLLEGE BUILDINGS (UNAUDITED)

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Main Campus - Buildings	911,051	911,051	911,051	911,051	911,051	911,051	911,051	911,051	911,051	911,051
Main Campus - 17 Street Garage	230,360	230,360	230,360	230,360	230,360	230,360	230,360	230,360	230,360	230,360
Main Campus Recreation Deck	62,600	62,600	62,600	62,600	62,600	62,600	62,600	62,600	62,600	62,600
Main Campus - CBI Garage	74,902	74,902	74,902	74,902	74,902	74,902	74,902	74,902	74,902	74,902
Main Campus - 434 North 15th Street	88,500	88,500	88,500	88,500	88,500	88,500	88,500	88,500	88,500	88,500
Northeast Regional Center	109,075	109,075	109,075	109,075	109,075	109,075	109,075	109,075	109,075	109,075
West Regional Center	39,394	39,394	39,394	39,394	39,394	39,394	39,394	39,394	39,394	39,394
Northwest Regional Center	90,000	90,000	-	-	-	-	-	-	-	-
Career & Advance Technology Center (CATC)	75,500	75,500	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Total gross square feet	1,681,382	1,681,382	1,605,882	1,605,882	1,605,882	1,605,882	1,605,882	1,605,882	1,605,882	1,605,882

Source: Institutional Physical Plant Records.

See accompanying report of independent certified public accountants.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

DEMOGRAPHIC STATISTICS (UNAUDITED)

City of Philadelphia Last Ten Calendar Years

	Population as of June 30	Average Annual Unemployment Rate
Year:		
2014 – 15	1,560,297	7.4
2015 – 16	1,567,442	6.9
2016 – 17	1,567,872	5.9
2017 – 18	1,580,863	5.7
2018 – 19	1,584,138	5.1
2019 – 20	1,584,064	7.8
2020 – 21	1,587,232	9.4
2021 – 22	1,576,251	5.7
2022 – 23	1,567,258	4.4
2023 – 24	1,550,542	3.8

Sources: United States Census Bureau and Bureau of Labor Statistics

See accompanying report of independent certified public accountants.

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REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

Board of Trustees
Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities and discretely presented component units of Community College of Philadelphia (the "College") as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the College's basic financial statements. We issued our report thereon, dated October 24, 2024, which expressed unmodified opinions on those financial statements. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the College's basic financial statements. We have not performed any procedures with respect to the audited financial statements subsequent to October 24, 2024.

The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is not a required part of the basic financial statements. Such supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures. These additional procedures included comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects, in relation to the basic financial statements as a whole.

Grant Thornton LLP

Philadelphia, Pennsylvania
March 24, 2025

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year ended June 30, 2024

Federal Grantor/Pass-Through Grantor Program or Cluster Title	Assistance Listings Number	Provided to Subrecipients	Pass-Through Grantor Number	Expenditures
U.S. Department of Education				
Student Financial Assistance Cluster				
Federal Supplemental Educational Opportunity Grants (FSEOG)	84.007	$ -		$ 912,396
Federal Work-Study Program (FWS)	84.033	-		554,006
Federal Pell Grant Program (PELL)	84.063	-		35,393,795
Federal Direct Student Loans (Direct Loan)	84.268	-		25,009,712
Total Student Financial Assistance Cluster		-		61,869,909
TRIO Cluster				
TRIO Student Support Services	84.042A	-		257,063
TRIO Upward Bound	84.047A	-		329,066
Total TRIO Cluster		-		586,129
Strengthening Minority-Serving Institutions	84.382A	-		601,978
Higher Education Institutional Aid	84.031A	-		478,933
COVID-19: Higher Education Emergency Relief Fund (HEERF) Student Aid Portion	84.425E	-		15,002
COVID-19: Supplemental Support under the American Rescue Plan (SSARP)	84.425T	-		67,920
Total Education Stabilization Fund		-		82,922
Passed-through Pennsylvania Department of Education				
Career and Technical Education – Basic Grants to States	84.048A	-	FA-381-21-0011	2,725,891
Total U.S. Department of Education		-		66,345,762
U.S. Department of Health and Human Services				
Passed-through the Commonwealth of Pennsylvania, Department of Human Services				
Temporary Assistance for Needy Families (TANF)	93.558	-	4100081210	105,520
Total U.S. Department of Health and Human Services		-		105,520
U.S. Department of Labor				
Passed-through Philadelphia Works				
Registered Apprenticeship	17.285	-	23A60AP038898-01-03	51,871
Total U.S. Department of Labor		-		51,871
Research and Development Cluster				
National Science Foundation				
Passed-through The Trustees of the University of Pennsylvania				
Engineering (NNCI: Mid-Atlantic Nanotechnology Hub (MANTH))	47.041	-	ECCS-2025608	18,403
Passed-through Drexel University				
Education and Human Resources	47.076	-	HRD-2008197	19,150
Passed-through Saint Joseph's University				
Education and Human Resources (Noyce Scholars Program)	47.076	-	1758353	3,473
Passed-through Carnegie Mellon University				
Education and Human Resources (ATE Transportation Technology)	47.076	-	2202008	126,884
Passed-through Pasadena Area Community College				
Education and Human Resources (Micro Nano Technology Collaborative)	47.076	-	2000281	60,180
Total Research and Development Cluster		-		228,090
SNAP Cluster				
U.S. Department of Agriculture				
Passed-through the Commonwealth of Pennsylvania				
Department of Human Services - Bureau of Program Support				
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program	10.561	-	4100081210	275,812
Total SNAP Cluster		-		275,812
U.S. Department of Commerce				
Passed-through National Institute of Standards and Technology				
Connecting Minority Communities Pilot Program				
NTIA/Broadband-Connection Minority Communities	11.028	-	42-09-C13040	899,261
Total U.S. Department of Commerce		-		899,261
U.S. Department of Justice				
Passed-through University of San Diego				
National Center on Restorative Justice	16.030	-	A24-0022-50001	73,226
Total U.S. Department of Justice		-		73,226
Total Expenditures of Federal Awards		$ -		$ 67,979,542

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

June 30, 2024

NOTE A - BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (the “Schedule”) summarizes the expenditures of the College under programs of the federal government for the year ended June 30, 2024. The Schedule of Expenditures of Federal awards presents only a selected portion of the operations of the College; it is not intended to, and does not, present the financial position, changes in net position, and cash flows of the College.

For the purposes of the Schedule, federal awards include all grants, contracts and similar agreements entered into directly between the College and agencies and departments of the federal government and all sub-awards to the College by non-federal organizations pursuant to federal grants, contracts and similar agreements. Federal awards are included in federal grants and contracts on the accompanying statement of revenues, expenses and changes in net position.

NOTE B - BASIS OF ACCOUNTING

The accompanying Schedule is presented using the accrual basis of accounting. The information in the schedule is presented in accordance with *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Therefore, some amounts presented in the schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

NOTE C - FEDERAL STUDENT LOAN PROGRAM

Federally guaranteed loans issued to students of the College during the year ended June 30, 2024 totaled $25,009,712. This amount has been included in the Schedule. The College is responsible only for the performance of certain administrative duties with respect to federally guaranteed student loan programs, and accordingly, these loans are not included in its basic financial statements.

NOTE D - ADMINISTRATIVE COSTS

The College's expenditures include administrative expenses of $44,080 for Federal Pell Grants and $27,700 in Federal Work Study.

NOTE E - INDIRECT COST RATE

Indirect costs allocated to federal awards were based on predetermined rates negotiated with the College's cognizant federal agency. The College has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

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REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

Board of Trustees
Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the business-type activities and the discretely presented component units of Community College of Philadelphia (the "College") as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the College's basic financial statements, and have issued our report thereon dated October 24, 2024.

Report on internal control over financial reporting
In planning and performing our audit of the financial statements, we considered the College's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control. Accordingly, we do not express an opinion on the effectiveness of the College's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the College's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on compliance and other matters

As part of obtaining reasonable assurance about whether the College's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the College's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the College's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

Grant Thornton LLP

Philadelphia, Pennsylvania
October 24, 2024

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REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Trustees
Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

Report on compliance for each major federal program

Opinion on each major federal program
We have audited the compliance of Community College of Philadelphia (the "College") with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the College's major federal programs for the year ended June 30, 2024. The College's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the College complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

Basis for opinion on each major federal program
We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (US GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the College and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the College's compliance with the compliance requirements referred to above.

Responsibilities of management for compliance
Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the College's federal programs.

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Auditor's responsibilities for the audit of compliance
Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the College's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with US GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the College's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with US GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the College's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the College's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on internal control over compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses or significant deficiencies. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this Report on Internal Control Over Compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Grant Thornton LLP

Philadelphia, Pennsylvania
March 24, 2025

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

June 30, 2024

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued:	Unmodified			
Internal control over financial reporting:				
• Material weakness(es) identified?	____	yes	X	no
• Significant deficiency(ies) identified that are not considered to be material weakness(es)?	____	yes	X	none reported
• Noncompliance material to financial statements noted?	____	yes	X	no

Federal Awards

Internal control over major programs:				
• Material weakness(es) identified?	____	yes	X	no
• Significant deficiency(ies) identified that are not considered to be material weakness(es)?	____	yes	X	none reported
Type of auditor's report issued on compliance for major programs:	Unmodified			
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	____	yes	X	no

Identification of major programs:

Assistance Listings Number	*Name of Federal Program or Cluster*
	Student Financial Assistance Cluster:
84.007	Federal Supplemental Educational Opportunity Grants (FSEOG)
84.033	Federal Work-Study Program (FWS)
84.063	Federal Pell Grant Program (PELL)
84.268	Federal Direct Student Loans (Direct Loan)
11.028	Connecting Minority Communities Pilot Program

Dollar threshold used to distinguish between type A and type B programs:	$750,000			
Auditee qualified as low-risk auditee?	X	yes	____	no

Section II - Financial Statement Findings

No matters were reported.

Section III – Federal Award Findings and Questioned Costs

No matters were reported.

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

SUMMARY OF PRIOR YEAR AUDIT FINDINGS

June 30, 2024

Finding 2023-001

Special Tests and Provisions - Enrollment Reporting Compliance and Internal Control (Significant Deficiency)

U.S. Department of Education - Student Financial Assistance Cluster
Federal Award Year: 2022-2023

Summary of Finding:

Under the Pell grant and U.S. Department of Education ("ED") direct loan programs, institutions are required to report enrollment information via the National Students Loan Data System ("NSLDS") (OMB No. 18450035) (Pell, 34 CFR 690.83(b)(2); Direct Loan, 34 CFR 685.309). The administration of the Title IV programs depends on the accuracy and timeliness of the enrollment information reported by institutions. Institutions must review, update, and verify student enrollment statuses, program information, and effective dates that appear on the Enrollment Reporting Roster file or on the Enrollment Maintenance page of the NSLDS Professional Access (NSLDSFAP) website. The data on the institution's Enrollment Reporting Roster, or Enrollment Maintenance page, is what NSLDS has as the most recently certified enrollment information. There are two categories of enrollment information; "Campus Level" and "Program Level," both of which need to be reported accurately and have separate record types. The NSLDS enrollment Reporting Guide provides the requirements and guidance for reporting enrollment details using the NSLDS Enrollment Reporting Process.

Institutions must complete and return within 15 days the Enrollment Reporting roster file placed in their Student Aid Internet Gateway (SAIG) (OMB No. 1845-0002) mailboxes sent by ED via NSLDS. An institution determines how often it receives the Enrollment Reporting roster file with the default set at a minimum of every 60 days. Once received, the institution must update for changes in the data elements for the Campus Record and the Program Record identified above, and submit the changes electronically through the batch method, spreadsheet submittal, or the NSLDS website (Pell, 34 CFR 690.83(b)(2); Direct Loan, 34 CFR 685.309). Institutions are responsible for timely reporting, whether they report directly or via a third-party servicer. A student's enrollment status determines eligibility for in-school status, deferment, and grace periods. Enrollment Reporting in a timely and accurate manner is critical for effective management of the programs. Enrollment information must be reported within 30 days whenever attendance changes for students unless a roster will be submitted within 60 days. These changes include reductions or increases in attendance levels, withdrawals, graduations, or approved leaves of absence.

While the College has established policies and procedures to ensure that the required reports are accurately completed and submitted on a timely basis to the NSLDS, we noted oversight on the timely reporting for one (1) graduated student. This resulted in the College missing the 60-day timing requirement for NSLDS reporting and resulted in the non-compliance noted.

Current Year Status:

The finding has been remediated. Management reviewed and updated its policies related to enrollment reporting to ensure compliance with the 60-day timing requirement for NSLDS reporting. The Associate Director of Academic Records certifies enrollment every 30 days to ensure timely submission to NSLDS. The Associate Director of Academic Records identifies and resolves all errors identified by NSLDS, which are resolved within ten days. Winter graduates are placed on a schedule to ensure timely submission and reporting to NSLDS. The Associate Director of Academic Records is responsible for completing all National Clearinghouse training and providing training to staff members involved in the reporting submission to ensure that all information is collected and reported promptly. Regular internal audits are scheduled and conducted to identify improvement areas to ensure enrollment reporting compliance.

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REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

Board of Trustees
Community College of Philadelphia
(A Component Unit of the City of Philadelphia)
Pennsylvania Department of Human Services

We have performed the procedures enumerated below related to the Community College of Philadelphia's (the "College") compliance with the requirements listed in Audit Clause A of the Pennsylvania KEYS agreement between the College and the Pennsylvania Department of Human Services ("DHS") (the "specified requirements") during the period July 1, 2023 to June 30, 2024 (the "Subject Matter"). The College's management is responsible for its compliance with those requirements.

The College has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of evaluating the College's compliance with the specified requirements during the period July 1, 2023 to June 30, 2024. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes. Consequently, we make no representation regarding the appropriateness of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and the associated findings are as follows.

1. Verified by comparison the amounts and classifications that the Supplemental Schedule of Revenues and Expenditures which summarizes amounts reported to DHS for the year ended June 30, 2024, have been accurately compiled and reflect the audited books and records of the College.

   No exceptions noted.

2. Verified by comparison to the example schedules included in the specified requirements that these schedules are presented, at a minimum, at the level of detail that directly mirrors the budget page (Rider 3) of the subject matter. The Supplemental Schedule of Revenues and Expenditures should mirror the line items on the budget pages of the contract and include a budget and an actual expenditure column pertaining to the period.

   No exceptions noted.

3. Inquired of management regarding adjustments to reported revenues or expenditures, which were not reflected on the reports submitted to DHS for the period in question.

   No such adjustments noted.

4. Disclose any adjustments and/or findings and identify which have not been reflected in the corresponding schedules.

   No such adjustments or findings noted.

5. The supplemental schedule to be included in the College's single audit reporting package for the year ended June 30, 2024, is a reconciliation of the expenditures listed on the Schedule of Expenditures of Federal Awards ("SEFA") to the Federal award income received from DHS ("reconciliation schedule") as required by DHS and noted in the revenue audit confirmation received from the Commonwealth of Pennsylvania. The procedures performed on the reconciliation schedule were as follows:

   a. Agreed the expenditure amounts listed on the reconciliation schedule under the "Federal Expenditures per the SEFA" column to the audited SEFA.

   b. Agreed the receipt amounts listed on the reconciliation schedule under the "Federal Awards Received per the audit confirmation reply from Pennsylvania" column to the sub-recipient Federal amounts that are reflected in the audit confirmation reply from DHS.

   c. Recalculated the amounts listed under the "Difference" column.

   d. Agreed the amounts listed under the "Difference" column to the audited books and records of the College.

   e. Agreed the "Detailed Explanation of the Differences" to the audited books and records of the College.

   f. Based on the procedures detailed above, disclosed any adjustments and/or findings which have not been reflected on the corresponding schedules.

      No exceptions noted.

We were engaged by the College to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on compliance with the specified requirements. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the College and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our agreed-upon procedures engagement.

The purpose of this agreed-upon procedures report is solely to report our findings based on the specific procedures performed on the Subject Matter for the purpose of assisting the College and DHS in evaluating compliance with the specified requirements. Accordingly, this report is not suitable for any other purpose.

Grant Thornton LLP

Philadelphia, Pennsylvania
March 24, 2025

Community College of Philadelphia
(A Component Unit of the City of Philadelphia)

SCHEDULE OF FEDERAL AWARDS PASSED THROUGH THE PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES

Year ended June 30, 2024

Federal Grantor Program	Assistance Listings Number	Federal Expenditures Per the SEFA	Federal Awards Received per the Audit Confirmation Reply from Pennsylvania Department of Human Services	Difference	Detailed Explanation of the Differences
Temporary Assistance for Needy Families (TANF) Program	93.558	$ 105,520	$ 105,520	$ -	N/A
Supplemental Nutrition and Assistance Program (SNAP)	10.561	$ 275,812	$ 275,812	$ -	N/A

7/01/23-6/30/2024	Supplemental Schedule of Revenues and Expenditures KEYS 23-24	7/01/23-6/30/2024

AGENCY: Community College of Philadelphia
AGENCY ADDRESS: 1700 Spring Garden St M 1-7, Philadelphia, PA 19130-3936
Contract Number: 4100081210
SAP VENDOR #: 139658

EXPENDITURES	BUDGETED AMOUNT	CUMULATIVE YTD ACTUAL EXPENSES	BALANCE OF BUDGETED AMOUNT
ADMINISTRATION COSTS (Not to exceed 10% of total grant award)			
A. PERSONNEL			
Staff Salaries	$ -	$ -	$ -
Staff Fringe Benefits	$ -	$ -	$ -
Total Salaries/Fringe Benefits	$ -	$ -	$ -
B. EQUIPMENT AND SUPPLIES	$ -	$ -	$ -
C. OPERATING EXPENSES	$ -	$ -	$ -
TOTAL ADMINISTRATION COSTS	$ -	$ -	$ -
PROGRAM COSTS (Direct Training)			
A. PERSONNEL			
Staff Salaries	$ 299,395.20	$ 235,978.48	$ 63,416.72
Staff Fringe Benefits	$ 132,087.70	$ 76,643.27	$ 55,444.43
Total Personnel	$ 431,482.90	$ 312,621.75	$ 118,861.15
B. EQUIPMENT AND SUPPLIES	$ 16,445.60	$ 1,851.58	$ 14,594.02
C. OPERATING EXPENSES	$ 14,039.70	$ -	$ 14,039.70
D. OTHER PROGRAM EXPENSES	$ 143,240.80	$ 66,859.17	$ 76,381.63
TOTAL SUBCONTRACTED EXPENSES	$ -	$ -	$ -
TOTAL PROGRAM COSTS	$ 605,209.00	$ 381,332.50	$ 223,876.50
TOTAL CONTRACT AMOUNT	$ 605,209.00	$ 381,332.50	$ 223,876.50
DETAILED PAGE - ADMINISTRATION EXPENSES			
Category	BUDGETED AMOUNT	CUMULATIVE YTD ACTUAL EXPENSES	BALANCE OF BUDGETED AMOUNT
PERSONNEL (Please include the % of time spent on grant)			
	$ -	$ -	$ -
TOTAL ADMINISTRATIVE SALARIES	$ -	$ -	$ -
FRINGE BENEFITS			
	$ -	$ -	$ -
TOTAL FRINGE BENEFITS CHARGED TO ADMINISTRATIVE SALARIES	$ -	$ -	$ -
TOTAL ADMINISTRATIVE SALARIES & FRINGE BENEFITS	$ -	$ -	$ -
EQUIPMENT AND SUPPLIES			
Consumable Supplies	$ -	$ -	$ -
Equipment Rental	$ -	$ -	$ -
Equipment Purchases	$ -	$ -	$ -
TOTAL ADMINISTRATIVE EQUIPMENT AND SUPPLIES	$ -	$ -	$ -
OPERATING EXPENSES			
Advertising	$ -	$ -	$ -
Audit	$ -	$ -	$ -
Consultant Services	$ -	$ -	$ -
Dues and Subscriptions	$ -	$ -	$ -
Insurance	$ -	$ -	$ -
Postage	$ -	$ -	$ -
Printing	$ -	$ -	$ -
Telephone	$ -	$ -	$ -
Maintenance	$ -	$ -	$ -
Rent	$ -	$ -	$ -
Utilities	$ -	$ -	$ -
Travel	$ -	$ -	$ -
	$ -	$ -	$ -
TOTAL ADMINISTRATIVE OPERATING EXPENSES	$ -	$ -	$ -
TOTAL ADMINISTRATION EXPENSES	$ -	$ -	$ -
DETAILED PAGE - PROGRAM ACTIVITIES / SUBCONTRACTORS			
Category	BUDGETED AMOUNT	CUMULATIVE YTD ACTUAL EXPENSES	BALANCE OF BUDGETED AMOUNT
PERSONNEL (Please include % of time spent on grant)			
Project Director-KEYS Program (100%) HP	$ 72,100.00	$ 71,744.69	$ 355.31
Student Facilitator 1, KEYS (100%)	$ -	$ -	$ -
Student Facilitator 2, KEYS (100%) GH - Terminated	$ 25,750.00	$ 18,424.56	$ 7,325.44
Student Facilitator 3, KEYS (100%) GJW	$ 53,833.10	$ 52,846.64	$ 986.46
Student Facilitator 4, KEYS (100%) DS	$ 51,500.00	$ 50,623.02	$ 876.98
Student Facilitator 5, KEYS (100%) open	$ 51,500.00	$ -	$ 51,500.00
Administrative Associate (100%) GC	$ 44,712.10	$ 42,339.57	$ 2,372.53
TOTAL PROGRAM SALARIES	$ 299,395.20	$ 235,978.48	$ 63,416.72
FRINGE BENEFITS			
FICA & Medicare	$ 22,903.73	$ 9,037.96	$ 13,865.77
Health Insurance	$ 68,819.40	$ 31,369.04	$ 37,450.36
Life & Disability Insurance	$ 37,031.97	$ 34,112.40	$ 2,919.57
Unemployment Compensation	$ 1,481.40	$ 943.95	$ 537.45
Worker's Comp.	$ 1,851.20	$ 1,179.92	$ 671.28
Pension	$ -	$ -	$ -
TOTAL FRINGE BENEFITS CHARGED TO PROGRAM SALARIES	$ 132,087.70	$ 76,643.27	$ 55,444.43
TOTAL PROGRAM SALARIES & FRINGE BENEFITS	$ 431,482.90	$ 312,621.75	$ 118,861.15
EQUIPMENT AND SUPPLIES			
Consumable Supplies	$ 6,445.60	$ 332.08	$ 6,113.52
Equipment Rental	$ 3,000.00	$ 1,519.50	$ 1,480.50
Equipment Purchases	$ -	$ -	$ -
Textbook and Study Material Loan Program	$ -	$ -	$ -
Technology Loan Program	$ 7,000.00	$ -	$ 7,000.00
TOTAL PROGRAM EQUIPMENT AND SUPPLIES	$ 16,445.60	$ 1,851.58	$ 14,594.02
OPERATING EXPENSES			
Advertising	$ -	$ -	$ -
Contracted Services	$ -	$ -	$ -
Dues, Subscriptions and Licenses	$ -	$ -	$ -
Insurance	$ -	$ -	$ -
Postage	$ -	$ -	$ -
Telephone	$ -	$ -	$ -
Maintenance	$ -	$ -	$ -
Rent	$ -	$ -	$ -
Utilities	$ -	$ -	$ -
Professional Development	$ 10,857.00	$ -	$ 10,857.00
Travel	$ 3,182.70	$ -	$ 3,182.70
TOTAL PROGRAM OPERATING EXPENSES	$ 14,039.70	$ -	$ 14,039.70
Other Program Expenses			
TANF Participants Incentives	$ 40,589.00	$ 9,352.50	$ 31,236.50
SNAP Participant Reimbursements	$ -	$ -	$ -
Student Development	$ 6,365.60	$ -	$ 6,365.60
TANF Vocational Work Experience (VWE)	$ -	$ -	$ -
Tuition Assistance	$ 96,286.20	$ 57,506.67	$ 38,779.53
TOTAL OTHER PROGRAM EXPENSES	$ 143,240.80	$ 66,859.17	$ 76,381.63
GRAND TOTAL PROGRAM EXPENSES	$ 605,209.00	$ 381,332.50	$ 223,876.50
TOTAL CONTRACT AMOUNT	$ 605,209.00	$ 381,332.50	$ 223,876.50

Community College of Philadelphia

Resolution – Fiscal Year 2025 -- No. 00__

Resolution for Approval of Classified Bargaining Unit Memorandum of Agreement

WHEREAS, the Community College of Philadelphia (the "College") and the Faculty and Staff Federation of Community College of Philadelphia, Local 2026 (the "Federation") have reached a Memorandum of Agreement regarding the Classified Bargaining Unit, which is attached hereto as Exhibit A ("MOA");

WHEREAS, the Federation has informed the College that the Classified Bargaining Unit has not yet completed the ratification process regarding the MOA;

NOW THEREFORE, on this 3rd day of April, 2025, the Board of Trustees for the Community College of Philadelphia hereby approves the MOA subject to the Federation's ratification of the MOA.

Attest:

____
Harold T. Epps, Chair

____
Ajeenah Amir, Secretary

____
Donald Generals, Ed.D., President

EXHIBIT A

CLASSIFIED BARGAINGING UNIT MEMORANDUM OF AGREEMENT
Between Community College of Philadelphia and
The Faculty and Staff Federation of Community College of Philadelphia Local 2026

The Community College of Philadelphia, ("the College") and the Faculty & Staff Federation of Community College of Philadelphia, Local 2026, American Federation of Teachers, AFL-CIO (the "Federation"), each a party and collectively the parties, agree to amend the terms and conditions of the Classified Bargaining Unit Collective Bargaining Agreement, subject to ratification by the bargaining unit and approval by the College's Board of Trustees, as follows:

1. **Term - September 1, 2024- August 31, 2028**

2. **Wage Increases**
    a. **Year 1 (September 1, 2024-August 31, 2025) – 6.5%**
    b. **Year 2 (September 1, 2025- August 31, 2026) - 5.5%**
    c. **Year 3 (September 1, 2026-August 31, 2027) - 5.0%**
    d. **Year 4 (September 1, 2027-August 31, 2028) – 5.0%**

3. **Increase in Minimums**
    a. **Year 1 - September 1, 2024 Grade 2 minimum - $20 per hour**
    b. **Year 2 - September 1, 2025 Grade 2 minimum - $21 per hour**
    c. **Year 3 - September 1, 2026 Grade 2 minimum - $22 per hour**
    d. **Year 4 – September 1, 2027 Grade 2 minimum - $23 per hour**
    $1 differential between each grade with creation of additional grades 9 and 10.

    Effective September 1, 2024:
    Grade 2 - $20.00
    Grade 3 - $21.00
    Grade 4 - $22.00
    Grade 5 - $23.00
    Grade 6 - $24.00
    Grade 7 - $25.00
    Grade 8 - $26.00
    Grade 9 - $27.00
    Grade 10 - $28.00

    Effective September 1, 2025:
    Grade 2 - $21.00
    Grade 3 - $22.00
    Grade 4 - $23.00
    Grade 5 - $24.00

Grade 6 - $25.00
Grade 7 - $26.00
Grade 8 - $27.00
Grade 9 - $28.00
Grade 10 - $29.00

Effective September 1, 2026:
Grade 2 - $22.00
Grade 3 - $23.00
Grade 4 - $24.00
Grade 5 - $25.00
Grade 6 - $26.00
Grade 7 - $27.00
Grade 8 - $28.00
Grade 9 - $29.00
Grade 10 - $30.00

Effective September 1, 2027:
Grade 2 - $23.00
Grade 3 - $24.00
Grade 4 - $25.00
Grade 5 - $26.00
Grade 6 - $27.00
Grade 7 - $28.00
Grade 8 - $29.00
Grade 9 - $30.00
Grade 10 - $31.00

Employees will receive at least the yearly percentage wage increase in Section 2 plus any additional raise to meet new minimum for their grade each year.

4. **Compensation Study Changes** –
    a. Employees will be moved to the Grade recommended by the Compensation Study and will be at least at the minimum of any new grade.
    b. Salary Bands shall be revised to have a 53% spread from minimum to maximum.
    c. Add grades 9 & 10
    d. Replace Exhibit E job matrix with revised job matrix (Attached).

5. **Typing/steno retesting**
Eliminate typing/steno retesting when already qualified (Article IX, 4, n).

When an employee applies for a new position and passes the typing and/or steno tests, such test results shall remain valid for a period of twelve (12) months. In the event an employee applies for two (2) or more positions at the same time, that employee may take the typing and/or steno test(s) for each such position so applied for. If **an employee has already met the threshold for the new position in previous testing, an employee will not be required to retake the typing and/or steno test(s). Tests will be administered during an employee's regular working hours in an environment free of distractions.**

6. **Seniority Bump**- After 10 years in the same Grade, an Employee's wage rate shall be at least 10% above the minimum. After 15 years of service in grade, an Employee's wage rate shall be at least 15% above the grade minimum**.**

7. **Shift Differential** – Increase shift differential from $0.35/hr to $0.95/hr.

8. **OT Allowance -** Increase overtime allowances: lunch from $5.50 to $10.00, dinner & transportation from $11.00 to $20.00.

9. **Benefit Improvements and Other Healthcare Changes**
   a. **Please Note: Premiums, Deductibles, and Co-Pays will remain the same as in the current Classified CBA for PPO plan, HMO plan and prescription plan.**
   b. **Premium Sharing -** Eliminate premium sharing for Personal Choice for full-time employees who earn $60,000 or below
   a. **Parental Leave – –** Employees who have been employed on a full-time basis for at least one year may take up to 4 weeks of paid parental leave during the first year of their child's birth or within first year of adoption of child or placement of a foster child. Employee may only take parental leave once per Academic Year (September 1-August 31).
   c. **Domestic Partner Benefits for Full-Time Employee -** Revision to Fair Practices language

A. Neither the Board nor the Federation shall discriminate against any Employee because of race, creed, color, national origin, sex, age, marital status, sexual orientation, **gender** or membership in (or lack thereof) or activities on behalf of the Federation or any other organization or for any other reason, violative of law.

B. There shall be no restriction on the employment of more than one (I) member of the same family; provided, however, that no Employee will initiate or participate in any institutional decision involving a direct benefit to a member of ~~his/ her~~ their family.

C. When a College employee has a ~~same sex~~ **domestic** partner who meets the standards for spousal equivalency, the Board shall treat this ~~same sex~~ **domestic** partner in the same manner as an individual married to a College employee for the purpose of all benefits contractually negotiated. For the purposes of this Agreement, the term "spouse" shall include "spousal equivalent," which term is defined as follows:

(1) An Employee's spousal equivalent is the Employee's sole domestic partner and has a committed relationship, intended to be of indefinite duration, with the Employee; and

(2) An Employee's spousal equivalent ~~is of the same sex as the Employee and~~ is not married to anyone else; and

(3) An Employee's spousal equivalent is at least eighteen (18) years old; and

(4) An Employee's spousal equivalent is not related by blood to the Employee to a degree of closeness which would prohibit legal marriage in the state in which the Employee and the spousal equivalent legally reside; and

(5) An Employee's spousal equivalent resides together with the Employee in the same residence, and both the Employee and the Employee's spousal equivalent intend to do so indefinitely; and

(6) An Employee's spousal equivalent and the Employee are jointly responsible for each other's common welfare and share financial obligations. Joint responsibility for each other's common welfare and shared financial obligations will be demonstrated by the prior existence of three of the following: (a) joint mortgage or lease; (b) designation of an Employee's spousal equivalent as primary beneficiary of the Employee's life insurance; (c) designation of an Employee's spousal equivalent as primary beneficiary of the Employee's retirement contract; (d) designation of an Employee's spousal equivalent as primary beneficiary in Employee's will; (e) durable property and health care powers of attorney vested by the Employee in Employee's spousal equivalent; (f) joint ownership by the Employee and the Employee's spousal equivalent of an automobile, joint bank accounts, or joint credit account.

(7) [DELETED]

d. **Bereavement Leave-** The language of Article XII: Leaves, Section C, Bereavement, is deleted and replaced with the following:

Employee shall be eligible to take up to five (5) consecutive working days of bereavement leave with pay for the death of an Immediate Family Member. Immediate Family Member shall include Spouse/Domestic Partner; Parent/Step-Parent/Parent-In-Law; Child/Step-Child; Sibling/Step-Sibling; Grandparent/Grandchild; or person who is a member of the employee's household as of the date of death, including a person who left the household to go to a nursing home, hospice, or hospital. Employee shall receive one-day bereavement leave for ex-spouse. The College shall consider a written request for the use of non-consecutive bereavement leave days for Immediate Family Members upon written request of the employee which shall not be denied without good reason.

e. **Dental** –
   i. Dependents may stay on dental plan up to the age of 26.
   ii. Sunset low-enrolled Dental plan – United Concordia Dental Plan. (No new enrollees as of date of MOA).

f. **Retirement –** Eliminate 1-year and 2-year probationary periods for retirement match for full-time and part-time Employees.

g. **Post-Retirement Benefits** –
   i. Sunset Keystone 65 plan.
   ii. Coverage for Shingrix vaccine.
   iii. For at least 2 years after retirement, an automatic response email will be added to a retiree's work email that informs anyone who emails them of their new retiree email address.

h. **Long-term disability** - No contributions to 403(b)plan when on long-term disability.

i. **Vision –** Enhanced vision benefits for employees covered by Keystone and current vision benefit for employees covered by Keystone for employees covered by Personal Choice.

j. **Fertility benefit -** Coverage for fertility treatment (both Keystone and Personal Choice plans) with $7,500 per employee lifetime max.

10. Health and Safety Committee (See detailed agreement #5 attached.)

11. Rights of Federation –

   a. Grievance investigation time for General Officers (Article IV. 12)

The investigation of grievances will normally be conducted during non-working hours. Should it become necessary for such investigation to take place during the work day, **general officers and** the-co-chairperson(s) will be granted the necessary time off provided the affected **general officers and** co-chairperson(s) receiv the approval of his/her supervisor, and such time does not exceed seven and one-half (7 1/2) non-cumulative hours per week total for each **general officer or** co-chairpersons. The approval of the supervisor shall not be unreasonably withheld. In the event that legitimate federation business requires the involvement of the **general officers and/or** co-chairs in excess of seven and one-half (7 1/2) hours per week, every effort will be made to allow the additional time unless operational needs require the officers' presence in their work areas.

b. Federation presence at new employee orientation (Article IV. 17)

17. A representative of the Federation will be granted thirty (30) minutes during all new employee orientation sessions that include Classified Employees. The College will notify the Federation of the dates, times and locations of these meetings.

12. Anti-racist training. required once every three years.

13. Pay Errors. CCP will not seek repayment of overpayments caused by CCP administrative error through no fault of Employee that are more than one (1) year old.

Unless otherwise noted herein, all provisions of this Memorandum of Agreement ("MOA") shall become effective upon ratification of this MOA by the bargaining unit and the College's Board of Trustees.

[SIGNATURES ON NEXT PAGE]

Faculty and Staff Federation of the Community College of Philadelphia, Local 2026
of the American Federation of Teachers, AFL-CIO, Classified Bargaining Unit

By : ___________________________

Name:__________________________

Date:___________________________

By: ____________________________

Name:__________________________

Date:___________________________

Community College of Philadelphia

By:______________________________
President Donald Generals, Ed.D.

Date: ___________________________

Detailed Agreement #5: Exhibit F, HEALTH AND SAFETY COMMITTEE FUNCTIONS

1. Management Commitment to Workplace Safety and Health

■ Establish procedures for review and management's response to minutes.
■ Submit written recommendations for safety/health improvement/changes and response.
■ Evaluate employer's safety/health policies and procedures. Respond in writing to safety committee recommendations. Review corrective action taken by Management.

2. Committee Meetings and Employee Involvement

■ **The Health and Safety Committee shall be led by 2 Co-Chairs, one from College Administration appointees and one from Union appointees to the Committee. The College shall appoint the College Administration Co-Chair and the union shall appoint the Union Co-Chair.**
■ Establish procedures for **all** employee input, i.e. to receive suggestions, report hazards, and other pertinent safety and health information.
■ **Create and monitor a communications system in which all employees can report health and safety issues, including a rapid response system for employees to report imminent danger.**
■ Include employee agenda items, via Safety Committee membership, for committee meetings.
■ Hold monthly meetings. Keep meeting minutes.
■ Develop and make available a written agenda for each meeting.
■ Take meeting minutes and distribute to management and the safety committee members.
■ Include in the meeting minutes all recommendations.

3. Hazard Assessment and Control

■ Establish procedures for workplace inspections to identify safety and health hazards.
■ Assist the employer in evaluating the accident and illness prevention program. ■ Appoint an inspection team of at least one Union employee representative and one College representative, as necessary.
■ Conduct workplace inspections at least quarterly.
■ Make a written report of hazards discovered during inspections.
■ Make written recommendations for personal protective equipment needs.
■ Review corrective measures. Make written recommendation to correct the hazard, and submit it to management for timely response.

4. Safety/Health Planning

■ The Health and Safety Committee will review Departmental workplace inspection plans and coordinate their performance on a quarterly basis.

- ■ Develop/establish procedures for an annual review of the College's Health and Safety Committee's effectiveness.
- ■ **Make recommendations for a College policy to respond to poor air quality days.**
- ■ **Make recommendations for a College policy on temperature and noise in classrooms and workspaces on campus.**
- ■ **In the event of a local, state, national, or global health emergency, monitor health emergency safety protocols and form a response team.**

5. Accountability

- ■ Evaluate the College safety and health accountability program.
- ■ Make recommendations to implement supervisor and employee accountability for safety and health.

6. Accident/Incident Investigations

- ■ Establish procedures for reviewing reports completed for all safety incidents, including injury, accidents, illnesses and deaths.
- ■ Review these reports so that recommendations can be made for appropriate corrective action to prevent recurrence.

7. Safety/Health Training for Committee Members

- ■ Identify and make training accessible on standards and codes applicable to the College.
- ■ Provide specific training on your type of business activity.
- ■ Include at a minimum, hazard identification of the workplace and how to perform effective accident incident investigation.
- ■ Identify the location of safety procedures provided with appropriate equipment and inform employees of their location.
- ■ Recommend training for new employees and refresher training on company, department and work location safety practices, procedures and emergency response.
- ■ Management should maintain (and make available to the health and safety committee) records on employee safety training.

Community College of Philadelphia

Resolution – Fiscal Year 2025 -- No. 00__

Resolution for Approval of Adjunct/ Visiting Lecturer Bargaining Unit Memorandum of Agreement

WHEREAS, the Community College of Philadelphia (the "College") and the Faculty and Staff Federation of Community College of Philadelphia, Local 2026 (the "Federation") have reached a Memorandum of Agreement regarding the Adjunct/ Visiting Lecturer Bargaining Unit, which is attached hereto as Exhibit A ("MOA");

WHEREAS, the Federation has informed the College that the Adjunct/ Visiting Lecturer Bargaining Unit has not yet completed the ratification process regarding the MOA;

NOW THEREFORE, on this 3rd day of April, 2025, the Board of Trustees for the Community College of Philadelphia hereby approves the MOA subject to the Federation's ratification of the MOA.

Attest:

____
Harold T. Epps, Chair

____
Ajeenah Amir, Secretary

____
Donald Generals, Ed.D., President

EXHIBIT A

ADJUNCT/VISITING LECTURER BARGAINING UNIT
MEMORANDUM OF AGREEMENT
Between Community College of Philadelphia and
The Faculty and Staff Federation of Community College of Philadelphia Local 2026

The Community College of Philadelphia, ("the College") and the Faculty & Staff Federation of Community College of Philadelphia, Local 2026, American Federation of Teachers, AFL-CIO (the "Federation"), each a party and collectively the parties, agree to amend the terms and conditions of the Adjunct/Visiting Lecturer Bargaining Unit Collective Bargaining Agreement, subject to ratification by the bargaining unit and approval by the College's Board of Trustees, as follows:

1. **Term - September 1, 2024- August 31, 2028**

2. **Wage Increases - Credit Teaching**
   a. **Credit pool rates increase $150/annually, retroactive to September 1, 2024**

23-24 rate	24-25	25-26	26-27	27-28
$1,671	$1,821	$1,971	$2,121	$2,271
$1,779	$1,929	$2,079	$2,229	$2,379
$1,873	$2,023	$2,173	$2,323	$2,473
$1,956	$2,106	$2,256	$2,405	$2,556
$2,016	$2,166	$2,316	$2,466	$2,616

3. **Wage Increase- Part-Time Hourly and Credit-Free**
   a. **Year 1 (September 1, 2024-August 31, 2025) - 6.5%**
   b. **Year 2 (September 1, 2025- August 31, 2026) – 5.5%**
   c. **Year 3 (September 1, 2026-August 31, 2027) - 5.0%**
   d. **Year 4 (September 1, 2026-August 31, 2028) – 5.0%**

4. Minimum hourly rate for adjunct work increased from $20 to $25 per hour and $25 to $50 per hour for orientations and trainings.

5. **Course Prep Fee for Cancelled Courses** – If the College cancels a course which: (1) has previously been assigned to an adjunct and accepted by the adjunct (as confirmed through CCP email between the department chair and adjunct); and (2) such cancellation occurs with less than fourteen (14) calendar days' notice for Fall or Spring and less than seven (7) days' notice for Summer I or Summer II to the adjunct which notice shall be provided through their CCP email account; then the College shall pay the adjunct a course prep fee of $500.00, less applicable taxes and withholdings.

6. **Benefit Improvements and Other Healthcare Changes**

a. **<u>Please Note: Premiums, Deductibles, and Co-Pays will remain the same as in current Adjunct/VL CBA for PPO plan, HMO plan and prescription plan.</u>**
b. **<u>Dental -</u>**
   i. Dependents may stay on dental plan up to the age of 26.
   ii. United Concordia Dental Plan will no longer be an option to elect after execution of this MOA.
c. Other changes to Full-Time Faculty Healthcare Benefits shall apply to Visiting Lecturers.
d. Vision - Enhanced vision benefits for employees covered by Keystone and current vision benefit for employees covered by Keystone for employees covered by Personal Choice.
e. Flexible Spending Account – The College will provide the same flexible spending account option offered to full-time employees (2 seniority units = 1 year).
f. For at least 2 years after retirement, an automatic response email will be added to a retiree’s work email that informs anyone who emails them of their new retiree email address.

7. <u>Health and Safety Committee</u> - (See detailed agreement #5 attached.)

8. <u>Domestic Partner Benefits for Full-Time Employees</u> - Detailed Agreement #1 Revision to Fair Practices language as follows:

A. Neither the Board nor the Federation shall discriminate against any Employee because of race, creed, color, national origin, sex, age, marital status, sexual orientation, **gender** or membership in (or lack thereof) or activities on behalf of the Federation or any other organization or for any other reason, violative of law.

B. There shall be no restriction on the employment of more than one (I) member of the same family; provided, however, that no Employee will initiate or participate in any institutional decision involving a direct benefit to a member of ~~his/ her~~ their family.

C. When a College employee has a ~~same sex~~ **domestic** partner who meets the standards for spousal equivalency, the Board shall treat this ~~same sex~~ **domestic** partner in the same manner as an individual married to a College employee for the purpose of all benefits contractually negotiated. For the purposes of this Agreement, the term "spouse" shall include "spousal equivalent," which term is defined as follows:

(1) An Employee's spousal equivalent is the Employee's sole domestic partner and has a committed relationship, intended to be of indefinite duration, with the Employee; and

(2) An Employee's spousal equivalent ~~is of the same sex as the Employee and~~ is not married to anyone else; and

(3) An Employee's spousal equivalent is at least eighteen (18) years old; and

(4) An Employee's spousal equivalent is not related by blood to the Employee to a degree of closeness which would prohibit legal marriage in the state in which the Employee and the spousal equivalent legally reside; and

(5) An Employee's spousal equivalent resides together with the Employee in the same residence, and both the Employee and the Employee's spousal equivalent intend to do so indefinitely; and

(6) An Employee's spousal equivalent and the Employee are jointly responsible for each other's common welfare and share financial obligations. Joint responsibility for each other's common welfare and shared financial obligations will be demonstrated by the prior existence of three of the following: (a) joint mortgage or lease; (b) designation of an Employee's spousal equivalent as primary beneficiary of the Employee's life insurance; (c) designation of an Employee's spousal equivalent as primary beneficiary of the Employee's retirement contract; (d) designation of an Employee's spousal equivalent as primary beneficiary in Employee's will; (e) durable property and health care powers of attorney vested by the Employee in Employee's spousal equivalent; (f) joint ownership by the Employee and the Employee's spousal equivalent of an automobile, joint bank accounts, or joint credit account.

(7) [DELETED]

9. **<u>A dedicated space at Main Campus for PT/VLs</u>:** The following language shall be added to Article XIV as Section 15:

The College shall provide a space on the College’s main campus and Northeast Regional Center for PT/VL faculty to utilize for meeting with students outside of class, sharing information and engaging in professional development activities. The College shall provide computers, desks and internet access and an area for small group meetings.

10. **<u>Rights of Federation</u> -** Article IV, Section 6, shall be revised to increase total Federation released time pool to twelve (12) sections, with eight (8) free sections and four (4) additional sections available for the Federation to purchase.

11. **<u>Pay Errors</u>.** CCP will not seek repayment of overpayments caused by CCP administrative error through no fault of Employee that are more than one (1) year old.

12. **<u>Appointment Letters</u>.** Appointment letters will be sent electronically to all faculty assigned courses and/or hourly work each semester with seniority pool, pay rate, pay periods, and dates of employment. Appointment letters will include a disclaimer that the assignment and/or hourly work is subject to change.

13. **<u>Service Award</u>.** Service Award recognition of PT/VLs in Pool VI or higher (20 seniority points or more).

14. <u>Anti-racist training</u> required once every three years – Two-hour course for $100.00.

Unless otherwise noted herein, all provisions of this Memorandum of Agreement ("MOA") shall become effective upon ratification of this MOA by the bargaining unit and the College's Board of Trustees.

Faculty and Staff Federation of the Community College of Philadelphia, Local 2026
of the American Federation of Teachers, AFL-CIO, Classified Bargaining Unit

By : ________________________

Name:_______________________
Date:________________________

By: _________________________

Name:_______________________

Date:________________________

Community College of Philadelphia

By:___________________________
President Donald Generals, Ed.D.

Date: ________________________

Detailed Agreement #5: Exhibit F, HEALTH AND SAFETY COMMITTEE FUNCTIONS

1. Management Commitment to Workplace Safety and Health

■ Establish procedures for review and management's response to minutes.
■ Submit written recommendations for safety/health improvement/changes and response.
■ Evaluate employer's safety/health policies and procedures. Respond in writing to safety committee recommendations. Review corrective action taken by Management.

2. Committee Meetings and Employee Involvement

■ **The Health and Safety Committee shall be led by 2 Co-Chairs, one from College Administration appointees and one from Union appointees to the Committee. The College shall appoint the College Administration Co-Chair and the union shall appoint the Union Co-Chair.**
■ Establish procedures for **all** employee input, i.e. to receive suggestions, report hazards, and other pertinent safety and health information.
■ **Create and monitor a communications system in which all employees can report health and safety issues, including a rapid response system for employees to report imminent danger.**
■ Include employee agenda items, via Safety Committee membership, for committee meetings.
■ Hold monthly meetings. Keep meeting minutes.
■ Develop and make available a written agenda for each meeting.
■ Take meeting minutes and distribute to management and the safety committee members.
■ Include in the meeting minutes all recommendations.

3. Hazard Assessment and Control

■ Establish procedures for workplace inspections to identify safety and health hazards.
■ Assist the employer in evaluating the accident and illness prevention program. ■ Appoint an inspection team of at least one Union employee representative and one College representative, as necessary.
■ Conduct workplace inspections at least quarterly.
■ Make a written report of hazards discovered during inspections.
■ Make written recommendations for personal protective equipment needs.
■ Review corrective measures. Make written recommendation to correct the hazard, and submit it to management for timely response.

4. Safety/Health Planning

■ The Health and Safety Committee will review Departmental workplace inspection plans and coordinate their performance on a quarterly basis.

■ Develop/establish procedures for an annual review of the College's Health and Safety Committee's effectiveness.

■ **Make recommendations for a College policy to respond to poor air quality days.**

■ **Make recommendations for a College policy on temperature and noise in classrooms and workspaces on campus.**

■ **In the event of a local, state, national, or global health emergency, monitor health emergency safety protocols and form a response team.**

5. Accountability

■ Evaluate the College safety and health accountability program.

■ Make recommendations to implement supervisor and employee accountability for safety and health.

6. Accident/Incident Investigations

■ Establish procedures for reviewing reports completed for all safety incidents, including injury, accidents, illnesses and deaths.

■ Review these reports so that recommendations can be made for appropriate corrective action to prevent recurrence.

7. Safety/Health Training for Committee Members

■ Identify and make training accessible on standards and codes applicable to the College.

■ Provide specific training on your type of business activity.

■ Include at a minimum, hazard identification of the workplace and how to perform effective accident incident investigation.

■ Identify the location of safety procedures provided with appropriate equipment and inform employees of their location.

■ Recommend training for new employees and refresher training on company, department and work location safety practices, procedures and emergency response.

■ Management should maintain (and make available to the health and safety committee) records on employee safety training.

Community College of Philadelphia

Resolution – Fiscal Year 2025 -- No. 00__

Resolution for Approval of Full-Time Faculty Bargaining Unit Memorandum of Agreement

WHEREAS, the Community College of Philadelphia (the "College") and the Faculty and Staff Federation of Community College of Philadelphia, Local 2026 (the "Federation") have reached a Memorandum of Agreement regarding the Full-Time Faculty Bargaining Unit, which is attached hereto as Exhibit A ("MOA");

WHEREAS, the Federation has informed the College that the Full-Time Faculty Bargaining Unit has not yet completed the ratification process regarding the MOA;

NOW THEREFORE, on this 3rd day of April, 2025, the Board of Trustees for the Community College of Philadelphia hereby approves the MOA subject to the Federation's ratification of the MOA.

Attest:

____
Harold T. Epps, Chair

____
Ajeenah Amir, Secretary

____
Donald Generals, Ed.D., President

EXHIBIT A

FULL-TIME FACULTY BARGAINGING UNIT MEMORANDUM OF AGREEMENT
Between Community College of Philadelphia and
The Faculty and Staff Federation of Community College of Philadelphia Local 2026

The Community College of Philadelphia, ("the College") and the Faculty & Staff Federation of Community College of Philadelphia, Local 2026, American Federation of Teachers, AFL-CIO (the "Federation"), each a party and collectively the parties, agree to amend the terms and conditions of the Full-Time Faculty Bargaining Unit Collective Bargaining Agreement, subject to ratification by the bargaining unit and approval by the College's Board of Trustees, as follows:

1. **Term** - September 1, 2024- August 31, 2028

2. **Wage Increases**
   a. Year 1 (September 1, 2024-August 31, 2025) - 6.5%
   b. Year 2 (September 1, 2025- August 31, 2026) – 5.5%
   c. Year 3 (September 1, 2026-August 31, 2027) - 5.0%
   d. Year 4 (September 1, 2027-August 31, 2028) – 5.0%

3. **Remove Subtraction Table**
   a. Remove subtraction table from initial salary step schedule (Exhibit "C", Section 1(B), Initial Step and Salary) and modify the language of is modified as follows:
      For the purpose of step determination, experience prior to 9/1/2001 is conflated 3:1 (years: steps) and experience after 9/1/2001 is credited 1:1. ~~In addition, a number of credited steps will be subtracted depending on the year for which an Employee is hired as follows, to be calculated on line 6 and line 19 on the Step Placement worksheet included below as part of this Exhibit "C:"~~

4. **Benefit Improvements and Other Healthcare Changes**
   a. **Premium contributions, Deductibles, and Co-Pays will remain the same as in current FTF CBA for PPO plan, HMO plan and prescription plan.**
   b. **Parental Leave –** Employees who have been employed on a full-time basis for at least one year may take up to 4 weeks of paid parental leave during the first year of their child's birth or within first year of adoption of child or placement of a foster child. Employee may only take parental leave once per Academic Year (September 1-August 31).
   c. **Premium Sharing** - Eliminate premium sharing for Personal Choice for full-time employees who earn $60,000 or below.
   d. **Domestic Partner Benefits for Full-Time Employees -** Revision to Fair Practices language as follows:

A. Neither the Board nor the Federation shall discriminate against any Employee because of race, creed, color, national origin, sex, age, marital status, sexual orientation, **gender** or membership in (or lack thereof) or activities on behalf of the Federation or any other organization or for any other reason, violative of law.

B. There shall be no restriction on the employment of more than one (I) member of the same family; provided, however, that no Employee will initiate or participate in any institutional decision involving a direct benefit to a member of ~~his/ her~~ their family.

C. When a College employee has a ~~same sex~~ **domestic** partner who meets the standards for spousal equivalency, the Board shall treat this ~~same sex~~ **domestic** partner in the same manner as an individual married to a College employee for the purpose of all benefits contractually negotiated. For the purposes of this Agreement, the term "spouse" shall include "spousal equivalent," which term is defined as follows:

(1) An Employee's spousal equivalent is the Employee's sole domestic partner and has a committed relationship, intended to be of indefinite duration, with the Employee; and

(2) An Employee's spousal equivalent ~~is of the same sex as the Employee and~~ is not married to anyone else; and

(3) An Employee's spousal equivalent is at least eighteen (18) years old; and

(4) An Employee's spousal equivalent is not related by blood to the Employee to a degree of closeness which would prohibit legal marriage in the state in which the Employee and the spousal equivalent legally reside; and

(5) An Employee's spousal equivalent resides together with the Employee in the same residence, and both the Employee and the Employee's spousal equivalent intend to do so indefinitely; and

(6) An Employee's spousal equivalent and the Employee are jointly responsible for each other's common welfare and share financial obligations. Joint responsibility for each other's common welfare and shared financial obligations will be demonstrated by the prior existence of three of the following: (a) joint mortgage or lease; (b) designation of an Employee's spousal equivalent as primary beneficiary of the Employee's life insurance; (c) designation of an Employee's spousal equivalent as primary beneficiary of the Employee's retirement contract; (d) designation of an Employee's spousal equivalent as primary beneficiary in Employee's will; (e) durable property and health care powers of attorney vested by the Employee in Employee's

spousal equivalent; (f) joint ownership by the Employee and the Employee's spousal equivalent of an automobile, joint bank accounts, or joint credit account.

(7) [DELETED]

e. **Sick Leave -** The following language is added to Article XII: Leaves, Section A, Childcare:

For 12 month Faculty, the College shall allow use of four (4) sick days a year for dependent care, except during restricted periods and provided that personal days are exhausted.

f. Bereavement Leave- The language of Article XII: Leaves, Section C, Bereavement, is deleted and replaced with the following:

Employee shall be eligible to take up to five (5) consecutive working days of bereavement leave with pay for the death of an Immediate Family Member. Immediate Family Member shall include Spouse/Domestic Partner; Parent/Step-Parent/Parent-In-Law; Child/Step-Child; Sibling/Step-Sibling; Grandparent/Grandchild; or person who is a member of the employee's household as of the date of death, including a person who left the household to go to a nursing home, hospice, or hospital. Employee shall receive one-day bereavement leave for ex-spouse. The College shall consider a written request for the use of non-consecutive bereavement leave days for Immediate Family Members upon written request of the employee which shall not be denied without good reason.

g. Dental –

i. Dependents may stay on dental plan up to the age of 26.
ii. Sunset low-enrolled Dental plan – United Concordia Dental Plan. (No new enrollees as of date of MOA).

h. **Post-Retirement Benefits** –

i. Sunset Keystone 65 plan.
ii. Coverage for Shingrix vaccine.
iii. For at least 2 years after retirement, an automatic response email will be added to a retiree's work email that informs anyone who emails them of their new retiree email address.

i. Long-term disability - No contributions to 403(b)plan when on long-term disability.

j. **Vision –** Enhanced vision benefits for employees covered by Keystone and current vision benefit for employees covered by Keystone for employees covered by Personal Choice.

k. **Fertility benefit -** Coverage for fertility treatment (both Keystone and Personal Choice plans) with $7,500 per employee lifetime max.

5. Health and Safety Committee - (See detailed agreement #5 attached.)

6. **<u>Promotion</u>.** The language of Article VI, Section A(1)(g), Initial Appointments, is revised as follows:

   The Department Hiring Committee may be required by the Administration to furnish a list, in its order of priority, of recommended applicants to a total of **three (3)** ~~two (2)~~ (at least one [1] of whom shall be a qualified member of the Part- time/Visiting Lecturers' Bargaining Unit **and at least one [1] of whom shall be a qualified Instructional Technologist**) for each position to be filled, provided that there is that number of applicants acceptable to the Department Hiring Committee.

7. **<u>Art. VIII.</u>**
   a. **<u>Ranks</u>.** After achieving tenure, a Full-Time Faculty member can change their selection of any of the three workload options one time beginning their first year as tenured faculty. Faculty who are precluded from selecting the 24 credit/ 30 contact hour course load will only be eligible to select from the 27 credit/ 33 contact hour or 30 credit/ 36 contact hour workloads.
   a. **<u>Ranks V-VIII: Course Load and Class-Size Maxima</u>.** Reducing class sizes from 36 to 32 and from 32 to 28. (See detailed agreement #7(b) attached).
   b. **<u>Section J.</u>** Replace requirement for 6 hours advising per semester with current side agreement that allows Full-Time Faculty a choice between Starfish or 6 hours of Advising. (See detailed agreement #7(c) attached).

8. **<u>Article XXIV</u>.** The following language is added to Article XXIV: Educational Technology and Distance Learning, Section B: "Notwithstanding, the foregoing, faculty may be required to teach remotely, where feasible as determined by the Division, during an emergency College closure."

9. **<u>Curriculum Coordinators in Section H</u>.** In Fall and Spring semesters, Curriculum Coordinators shall have as close to 25% released time of the 30 credit/36 contract hour workload as possible. They shall receive one course released with the balance of 25% of the 30 credit/36 contact hours as extended time (*i.e.* 3.75 credits (3 credit released; and .75 credits extended time). Duties of Curriculum Coordinators shall be periodically updated by their Deans.

10. **<u>Anti-racist training</u>** required once every three (3) years.

11. **<u>Pay Errors</u>.** CCP will not seek repayment of overpayments caused by CCP administrative error through no fault of Employee that are more than one (1) year old.

12. **<u>Modifications to Article XXI: Institutional Participation</u>.** The language of Article XXI, Section B, Initial Appointments, is revised as follows:

For the term of this Agreement, Standing Committees ~~other than the Technology Coordinating Committee (TCC)~~ shall be composed of an equal number of administrators, Employees, and students~~; the TCC shall be composed of an equal number of administrators and Employees.~~ In all cases, the Employee representatives on Standing Committees shall be designated by the Federation. Standing Committees shall be: Business Affairs Committee, Academic Affairs Committee, Student Affairs Committee and Technology Coordinating Committee. Any changes in the above shall be by mutual agreement.

13. **Job Title Change:** For Rank A and B faculty, change job title to Instructional Technologist.

Unless otherwise noted herein, all provisions of this Memorandum of Agreement ("MOA") shall become effective upon ratification of this MOA by the bargaining unit and the College's Board of Trustees.

[SIGNATURES ON NEXT PAGE]

Faculty and Staff Federation of the Community College of Philadelphia, Local 2026
of the American Federation of Teachers, AFL-CIO, Classified Bargaining Unit

By : _________________________

Name:________________________

Date:_________________________

By: __________________________

Name:________________________

Date:_________________________

Community College of Philadelphia

By:____________________________
President Donald Generals, Ed.D.

Date: _________________________

Detailed Agreement #5: Exhibit F, HEALTH AND SAFETY COMMITTEE FUNCTIONS

1. Management Commitment to Workplace Safety and Health

■ Establish procedures for review and management's response to minutes.
■ Submit written recommendations for safety/health improvement/changes and response.
■ Evaluate employer's safety/health policies and procedures. Respond in writing to safety committee recommendations. Review corrective action taken by Management.

2. Committee Meetings and Employee Involvement

■ **The Health and Safety Committee shall be led by 2 Co-Chairs, one from College Administration appointees and one from Union appointees to the Committee. The College shall appoint the College Administration Co-Chair and the union shall appoint the Union Co-Chair.**
■ Establish procedures for **all** employee input, i.e. to receive suggestions, report hazards, and other pertinent safety and health information.
■ **Create and monitor a communications system in which all employees can report health and safety issues, including a rapid response system for employees to report imminent danger.**
■ Include employee agenda items, via Safety Committee membership, for committee meetings.
■ Hold monthly meetings. Keep meeting minutes.
■ Develop and make available a written agenda for each meeting.
■ Take meeting minutes and distribute to management and the safety committee members.
■ Include in the meeting minutes all recommendations.

3. Hazard Assessment and Control

■ Establish procedures for workplace inspections to identify safety and health hazards.
■ Assist the employer in evaluating the accident and illness prevention program. ■ Appoint an inspection team of at least one Union employee representative and one College representative, as necessary.
■ Conduct workplace inspections at least quarterly.
■ Make a written report of hazards discovered during inspections.
■ Make written recommendations for personal protective equipment needs.
■ Review corrective measures. Make written recommendation to correct the hazard, and submit it to management for timely response.

4. Safety/Health Planning

■ The Health and Safety Committee will review Departmental workplace inspection plans and coordinate their performance on a quarterly basis.

- Develop/establish procedures for an annual review of the College's Health and Safety Committee's effectiveness.
- **Make recommendations for a College policy to respond to poor air quality days.**
- **Make recommendations for a College policy on temperature and noise in classrooms and workspaces on campus.**
- **In the event of a local, state, national, or global health emergency, monitor health emergency safety protocols and form a response team.**

5. Accountability

- Evaluate the College safety and health accountability program.
- Make recommendations to implement supervisor and employee accountability for safety and health.

6. Accident/Incident Investigations

- Establish procedures for reviewing reports completed for all safety incidents, including injury, accidents, illnesses and deaths.
- Review these reports so that recommendations can be made for appropriate corrective action to prevent recurrence.

7. Safety/Health Training for Committee Members

- Identify and make training accessible on standards and codes applicable to the College.
- Provide specific training on your type of business activity.
- Include at a minimum, hazard identification of the workplace and how to perform effective accident incident investigation.
- Identify the location of safety procedures provided with appropriate equipment and inform employees of their location.
- Recommend training for new employees and refresher training on company, department and work location safety practices, procedures and emergency response.
- Management should maintain (and make available to the health and safety committee) records on employee safety training.

Detailed Agreement #7(b): Article VIII, Hours of Work

ARTICLE VIII HOURS OF WORK

A. Ranks V-VIII: Course Load and Class-Size Maxima

All full-time faculty must select a type of contract for the Fall & Spring Semesters (their Academic Year Contract) upon hire in accordance with the workload options outlined below. Once faculty select a workload option, they cannot decrease their workload option for the remainder of their employment with the College. Faculty may increase their workload to a higher workload option with the approval of the Vice President of Academic & Student Success.

(1) (a) For all Employees hired prior to May 1, 2019 in disciplines listed in this section, course load options shall be 24 credit hours, 27 credit hours or 30 credit hours for the academic year, with three (3) contact hours being equal to two (2) credit hours for laboratories. For all Employees hired after May 1, 2019 in disciplines listed in this section, course load options shall be 27 credit hours or 30 credit hours for the academic year, with three (3) contact hours being equal to two (2) credit hours for laboratories and culinary arts cooking courses.

ARCHITECTURE, DESIGN, AND CONSTRUCTION (ADC)
APPLIED ENGINEERING & TECHNOLOGY (AET)
AUTOMOTIVE TECHNOLOGY (AT)
BIOMEDICAL EQUIPMENT TECHNICIAN (BMET)
CHEMISTRY (CHEM)
COMPUTER INFORMATION SYSTEMS (CIS)
COMPUTER SCIENCE (CSCI)
CULINARY ARTS (CULA)
ENGINEERING (ENGR)
PHYSICS (PHYS)
SCIENCE, TECHNOLOGY, AND SOCIETY (STS)

In laboratories, the maximum number of students shall be dependent on the number of student stations. The number of students in a lecture class shall not exceed a maximum of **32** students.

(b) For all Employees hired prior to May 1, 2019 in disciplines listed in this section, course load options shall be 24 credit hours or 30 credit hours for the academic year with three (3) contact hours being equal to two (2) credit hours for laboratories. For all Employees hired after May 1, 2019 in disciplines listed in this section, course load options shall be 30 credit hours for the academic year with three (3) contact hours being equal to two (2) credit hours for laboratories.

BIOLOGY (BIOL)

In laboratories, the maximum number of students shall be dependent on the number of student stations. The number of students in a lecture class shall not exceed a maximum of **32** students.

(2) For all Employees hired prior to May 1, 2019 in disciplines listed in this section, course load options shall be 24 credit hours, 27 credit hours or 30 credit hours for the academic year with three (3) contact hours being equal to (2) credit hours for laboratories. For all Employees hired in disciplines listed in this section, course load options shall be 27 credit hours

or 30 credit hours for the academic year with three (3) contact hours being equal to two (2) credit hours for laboratories.

ACCOUNTING (ACCT)
AMERICAN SIGN LANGUAGE (ASL)
ANTHROPOLOGY (ANTH)
ART (excluding studio courses) (ART)
ASL/ENGLISH INTERPRETING (INT)
BLACK STUDIES (BLAS)
BEHAVIORAL HEALTH/HUMAN SERVICES (BHHS)
BUSINESS LEADERSHIP (BUSL)
COMPUTER FORENSICS (CF)
CRIMINAL JUSTICE (CJ)
DIGITAL FORENSICS (DF)
COUNSELING (COUN)
EARTH SCIENCE (EASC)
ECONOMICS (ECON)
EDUCATION (ED)[3]
FASHION MERCHANDISING AND MARKETING (FMM)
FINANCE (FIN)
FIRE SCIENCE (FSCI)
FOUNDATIONAL MATHEMATICS (FNMT)
1 GENDER STUDIES (GS)
GEOGRAPHIC INFORMATION SYSTEMS (GIS)
GEOGRAPHY (GEOG)
HEALTH (HLTH)
HISTORY (HIST)
HUMANITIES (HUM)
INTERDISCIPLINARY STUDIES (IDS)
LEADERSHIP (LEAD)
MANAGEMENT (MNGT)
MARKETING (MKTG)
MATHEMATICS (MATH)
MUSIC (MUS)
PARALEGAL STUDIES (PLS)
PHILOSOPHY (PHIL)
POLITICAL SCIENCE (POLS)

PSYCHOLOGY
(PSYC) REAL
ESTATE (RE)
RELIGIOUS
STUDIES (RS)
SOCIOLOGY (SOC)
TOURISM AND HOSPITALITY MANAGEMENT (THM)

For the disciplines listed in this section (2), the number of students in a class shall not exceed a maximum of **32** students.

(3) (a) For all Employees hired prior to May 1, 2019 in disciplines listed in this section, course load options shall be 30 contact hours or 36 contact hours for the academic year. For all Employees hired after May 1, 2019 in disciplines listed in this section, course load shall be 36 contact hours for the academic year.

ART (STUDIO COURSES AND CERAMICS)

(b) For all Employees hired prior to May 1, 2019 in disciplines listed in this section, course load options shall be 30 contact hours, 33 contact hours or 36 contact hours for the academic year. For all Employees hired after May 1, 2019 in disciplines listed in this section, course load options shall be 33 contact hours or 36 contact hours for the academic year.

PHOTOGRAPHIC IMAGING (PHOT)

(c) For all Employees hired prior to May 1, 2019 in disciplines listed in this section, course load options shall be 24 contact hours, 27 contact hours or 30 contact hours per academic year for those faculty who teach lectures only, or 30 contact hours, 33 contact hours, or 36 contacts per academic year for those faculty who teach a combination of modes (lecture, laboratory, clinical). For all Employees hired after May 1, 2019 in disciplines listed in this section, course load options shall be 27 contact hours or 30 contact hours per academic year for those faculty who teach lectures only, or 33 contact hours or 36 contacts per academic year for those faculty who teach a combination of modes (lecture, laboratory, clinical).

ALLIED HEALTH (AH)
DENTAL HYGIENE
(DH)
DIAGNOSTIC MEDICAL
IMAGING (DMI) NUTRITION
(NUTR)
MEDICAL ASSISTING (MA)
MEDICAL LABORATORY
TECHNICIAN (MLT) OPTHALMIC
(OPH)
PUBLIC HEALTH (PH) RESPIRATORY CARE TECHNOLOGY (RESP)

The total workload for the year shall be computed as follows:

All Lecture			
Workload	24 contact hours (all lecture) **<u>(*Not available for Employees hired after May 1, 2019)</u>**	27 contact hours (all lecture)	30 contact hours (all lecture)
Semester 1	12 contact hours (all lecture)	15 contact hours (all lecture)	15 contact hours (all lecture)
Semester 2	12 contact hours (all lecture)	12 contact hours (all lecture)	15 contact hours (all lecture)
	Receives 24 credit/30 contact hour salary	Receives 27 credit/33 contact hour salary	Receives 30 credit/36 contact hour salary

<u>or</u>

Combination of lecture, lab and/or clinical each semester			
Workload	30 contact hours (combination lecture, lab and/or clinical) **<u>(*Not available for Employees hired after May 1, 2019)</u>**	33 contact hours (combination lecture, lab and/or clinical)	36 contact hours (combination lecture, lab and/or clinical)
Semester 1	15 contact hours (combination of lecture, lab and/or clinical)	18 contact hours (combination of lecture, lab and/or clinical)	18 contact hours (combination of lecture, lab and/or clinical)
Semester 2	15 contact hours (combination of lecture, lab and/or clinical)	15 contact hours (combination of lecture, lab and/or clinical)	18 contact hours (combination of lecture, lab and/or clinical)

	Receives 24 credit/30 contact hour salary	Receives 27 credit/33 contact hour salary	Receives 30 credit/36 contact hour salary

<u>or</u>

It is possible to have one semester all lecture and the other semester a combination of lecture, lab and/or clinical.

	Lecture only one semester and Lecture, lab and/or clinical combination other semester		
Workload	**Not available for Employees hired after May 1, 2019**		
Semester 1	12 contact hours (all lecture)	12 contact hours (all lecture)	15 contact hours (all lecture)
Semester 2	15 contact hours (combination of lecture, lab and/or clinical)	18 contact hours (combination of lecture, lab and/or clinical)	18 contact hours (combination of lecture, lab and/or clinical)
	Receives 24 credit/30 contact hour salary	Receives 27 credit/33 contact hour salary	Receives 30 credit/36 contact hour salary

(d) For Employees in disciplines listed in this section, course load shall be 30 contact hours NURSING (NURS) The total workload for the year shall be computed as follows:

30 contact hours	Combination of lecture, lab and/or clinical each semester
Receives the 24 credit/30 contact hour salary	

For those disciplines specified in this paragraph (3) that meet in laboratories, the maximum number of students shall be dependent on the number of student stations. The number of students in a lecture class shall not exceed a maximum of **32** students. In any event, where team teaching had been utilized in the past, it may continue and with respect thereto, the aforesaid maxima shall not apply.

(4) For all Employees hired prior to May 1, 2019 in disciplines listed in this section, course load options shall be 24 credit hours, 27 credit hours or 30 credit hours for the academic year. For all Employees hired after May 1, 2019 in disciplines listed in this section, course load options shall be 27 credit hours or 30 credit hours for the academic year.

ENGLISH
(ENGL) WORLD
LANGUAGES

For these disciplines, the number of students in a class shall not exceed **28** students, (as more fully specified as to world languages in Exhibit "A" to the Letter of Agreement, attached hereto and made a part hereof), except that for English 101, 109, 125, the maximum number shall be 23 and for English 102, 104, 108, 112, 114, 115, 116, 120, 131, 132, 135, 136, 137, 142, 205 and 210, the maximum number shall be 25. For English 141, the maximum number shall be 20. In Humanities courses, the maximum number of students shall be **28**.

(5) In developmental and remedial courses, the number of students in a class shall not exceed 20.

(6) In Counseling 101, the maximum number of students shall be 23.

(7) Class-size maxima as determined for normal academic year loading shall prevail for courses and sections taught by part-time teachers, through overload and summer teaching, and in offerings of the Division of Adult and Community Education and Corporate Solutions or their successors in function; provided, however, that this paragraph shall not apply to credit-free offerings of the Division of Adult and Community Education and Corporate Solutions or their successors in function.

(8) (a) Exceptions to the above maxima are allowable to permit:

(i) Innovative educational experimentation, and/or

(ii) To provide for educationally exceptional experiences.

(b) Anything herein to the contrary notwithstanding, with respect to television courses given by bargaining unit members, a sub-committee composed of three (3) individuals designated by the College and three (3) individuals designated by the Federation shall be formed forthwith following ratification of the Labor Agreement. In addition, an individual mutually agreed upon by the parties hereto shall serve on the committee and shall be its Chairperson.

The committee shall meet and discuss the program and advise the respective bargaining teams of the College and the Federation regarding the committee members' thinking on such matters as credit for load (and whether work pertaining to the program should be done in load or as an overload), class size considerations, course design, course materials and the like. Also, the committee shall be free to utilize such resource people and data as is deemed appropriate.

The College and the Federation shall be bound by the final, complete recommendation of a majority of the committee. Until such recommendation or arbitration award is issued, the program shall be considered experimental.

Anything herein to the contrary notwithstanding, television courses shall be considered a form of Distance Learning.

(9) Class-size maxima shall be calculated as of the date on which drop-and-add ends in each session or academic year semester.

(10) An Employee shall be assigned no more than three (3) preparations per semester provided, however, that a first-year teacher shall have no more than two (2) preparations for his/her first semester at the College unless such a schedule is administratively impossible and provided, further, that for Employees teaching English and Foreign Languages the maximum number of preparations shall be two (2) per semester unless the Employee requests additional preparations.

(11) Each teaching Employee shall maintain a minimum of six (6) office hours per week except for office hours for those teaching in the Allied Health Programs, which shall be a minimum of five (5) per week. Office hours for each such Employee shall be held on at least three (3) separate workdays and shall be posted not later than one (1) calendar week after the beginning of classes in a location immediately outside the Employee's office.

(12) Disciplines added to the offerings of the College during the period of this Agreement shall be placed within that section among sections 1 through 4 with which they are most similar in consultation with the Federation and on the basis of the facts.

(13) Any team teaching requires College's prior approval and its prior agreement as to allocations of course load credit.

(14) **The Department Head may request, and faculty members may volunteer to instruct up to an additional four (4) student(s) above the class maximum in any course that has a 32 or 28 student maximum. The College shall not take any adverse action against a faculty member based upon their decision to volunteer or not to volunteer to instruct additional students.**

Detailed Agreement #7(c): Article VIII, Section J

Full-Time Faculty may elect to complete the Starfish Progress Surveys at the 20% and 50% points of the semester for all students in all of their classes; provided however, that there are no 50% Starfish Progress Surveys for 7-week terms and as such no 50% Starfish Progress Surveys are required to be completed for any 7-week courses assigned to faculty. The Starfish Progress Surveys require faculty to make entries for students as to whether they are progressing well (i.e. a "kudo" can be raised) or if there are concerns, then various “flags” may be raised with additional comments.

Full-time Faculty who complete the Starfish Progress Surveys will not be required to complete their 6 hours of advising requirement for that semester.

COMMUNITY COLLEGE OF PHILADELPHIA
Proceedings of the In-Person Meeting of the Board of Trustees
Thursday, March 13, 2025 – 2:30 p.m.
Isadore A. Shrager Boardroom, Room M2-1

Present: Mr. Harold T. Epps, and Ms. Mindy Posoff, presiding: Ms. Ajeenah Amir, Representative Morgan Cephas, Mr. Pat Clancy, Mr. Tim Ford, Ms. Chekemma Fulmore-Townsend, Ms. Keola Harrington, Ms. Sheila Ireland, Dr. Carol Jenkins, Pastor Jonathan Mason, Mr. Frank Scales, Mr. Jeremiah White, Dr. Donald Generals, Ms. Josephine Di Gregorio, Mr. Eapen, Dr. David Thomas, Dr. Mellissia Zanjani, Dr. Shannon Rooney, Dr. Alycia Marshall, Dr. Darren Lipscomb, and Dr. Judy Gay

(1) Executive Session

The Executive Session was devoted to a discussion of negotiations, real estate, and legal issues. The Board of Trustees also met in Executive Session on March 4, 2025 to discuss negotiations, legal issues, and personnel matters, and on March 12, 2025 to discuss personnel matters.

(2) Meeting Called to Order

Mr. Epps called the meeting to order and reviewed the goals for the meeting.

(3) Public Comment

Mr. Epps asked if there were any requests for Public Comment.

Ms. Flynn, General Counsel, stated that there were 11 requests for Public Comment. She stated that due to the number of requests, each presenter would be allowed two minutes to speak.

The following individuals provided Public Comment:

- Marissa Johnson Valenzuela, faculty and Secretary of the Federation, stated that she has been a faculty member at the College for a number of years. She stated that members of the Board mean well and want the best for students. Ms. Johnson Valenzuela stated that she does not think that the Board is anti-student or anti-worker, but staff feel disrespected related to labor negotiations. Ms. Johnson Valenzuela made several comments regarding the concerns on the part of faculty and students regarding negotiations.

- Junior Brainard, faculty and Co-President of the Federation, stated that faculty continuously work on providing students with a high-quality environment. Mr. Brainard reiterated his past concerns related to labor negotiations. Mr. Brainard stated that he believes there is a "staffing crisis" and since the pandemic there is 25% less faculty.

- Nate House, full-time faculty and co-chair, talked about his concerns regarding bargaining, negotiations, and the need for a fair contract.

- Max Hassell, student, reminded the audience that they have a right to make public comment, and talked about the process for public comment. Mr. Hassell stated that the Board is comprised of 15 members appointed by the Mayor. Mr. Hassell stated that the chair of the Board was not present at the meeting.

Mr. Epps noted that he was present at the meeting.

- Jaritsa Orsini, student and 2nd Vice President of the Student Government Association, stated that she appreciated the willingness of the Board to listen to students' comments. **S**he asked that the Board take her concerns seriously. Ms. Orsini stated that we need a housing program for all students, and that she has safety concerns related to PHA housing. She stated that more advisors and counselors are needed to check on students.

- Elisa King, staff, stated that we have a number of educational resources at this great public institution. She questioned whether we are doing the best that we can with the knowledge and resources that we have. Ms. King stated we need to ensure that all students have access to all resources at the College. She urged the Board to settle the labor contract.

- Sophia Hamilton, student, stated that this is her first semester at the College. She stated that she hopes to be a nurse. Ms. Hamilton stated that she is deeply concerned about students dropping out of classes due to lack of resources. Ms. Hamilton stated that many CCP students are parents and need support, childcare, free trans passes, and more counselors. Ms. Hamilton expressed her support for the Federation.

(4) <u>Report of the President</u>

(a) <u>Update on Executive Orders</u>

Dr. Generals welcomed everyone to the meeting.

Dr. Generals provided an update on the Executive Orders. Dr. Generals stated that the College has been monitoring the impact of the executive orders on the College. He stated that no Federal grants to the College have been impacted, and that no employees have been affected. Dr. Generals stated that half of the employees of the Department of Education have been laid off, and that the Department of Education's office in Philadelphia has closed. Dr. Generals noted that Pell grants have not been affected.

Regarding undocumented students, Dr. Generals stated that there is a College policy in place and a process on how to respond to ICE. Dr. Generals stated that the College is vigilant regarding security and has circulated a number of communications with links to support undocumented students.

(b) Mayor Parker Budget Message

Dr. Generals stated that Mayor Parker's budget message on March 13, 2025 was very positive for education. He stated that the Mayor delivered a very optimistic speech. Dr. Generals stated that Mayor Parker spoke on the significant successes from last year, such as less crime in the City, investment in education and educational opportunities, the Green initiative, and investment in housing. Dr. Generals stated that the Mayor also spoke about a reduction of taxes and raising the minimum wage to $15.00.

Representative Cephas stated that Mayor Parker spoke on the successes from last year. She stated that Mayor Parker talked about the Green initiative, housing plan and being intentional on building 30,000 housing units in Philadelphia, an increase in minimum wage, the importance of being prepared to welcome guests to Philadelphia in 2026, and the economic resurgence of Market Street east. Representative Cephas stated that Mayor Parker noted that she is committed to a collaborative approach and bringing everyone to the table

Mr. Clancy stated that Mayor Parker gave a shout out to Community College of Philadelphia, the City College for Municipal Employment (CCME) Program, and Dr. Thomas.

(c) Enrollment

At the request of Dr. Generals, Dr. Lipscomb provided an update on enrollment (**Attachment A**). He stated that we are maintaining the growth that we have seen year-over-year. Dr. Lipscomb stated that 12,394 students are enrolled in spring 2025 compared to 11,418 in spring 2024, which is a 9% increase year-over-year in headcount. He also stated that credits are up 10%, an increase from 98,735 last year to 108,884 credits at current.

Dr. Lipscomb provided enrollment highlights by location (NERC, West/CATC and online), continuing students, new students, and program increases.

Dr. Lipscomb reported that the College was named a 2025-2026 Military Friendly School, and informed the Board of a new Drexel Direct Admissions Partnership signing scheduled for April 10, 2025.

(d) Congratulations to Basketball Teams

Dr. Generals congratulated the men's basketball team on their successful season. He stated that the Lions competed in the second round of the 2025 NJCAA Region DIII Men's Basketball North Atlantic District B Tournament on Wednesday, February 26 against Salem Community College. Unfortunately, our men's basketball team suffered a hard-fought defeat.

Dr. Generals also congratulated the women's basketball team on their season. While the women's team did not make the playoffs, freshman standout Jazzamere Weathers made headlines as she led the team in scoring and rebounds with averaging 17.2 points and 15 rebounds.

(e) Saxby's Impact Report

Dr. Generals called attention to the *Saxbys Experiential Learning Platform 2023-2024 Impact Report*. He stated that business has increased and that students are enjoying their experience at Saxbys.

(e) Foundation Report

Dr. Zanjani called attention to the Report on Grants and Gifts which was part of the Board meeting materials. She stated that the report reflects the period of July 1, 2024 through January 31, 2025. Dr. Zanjani stated that for public/governmental fundraising, $1,614,060 versus $701,897 was raised. Dr. Zanjani stated that select highlights include:

- The National Science Foundation awarded $499,968 for Transforming Biotechnology Education with a Student-Centered Approach to Promote a More Diverse STEM Workforce.

Dr. Zanjani stated that for private/philanthropic fundraising, a total of $2,598,074 was raised versus $2,378,516 at this time last year. Dr. Zanjani stated that Select highlights include:

- Kathryn and Bill Tyree contributed $10,000 through their Donor Advised Fund at Fidelity Charitable to the Community College of Philadelphia Honors Program.

Update: Black and Gold Gala 2025

Dr. Zanjani reported that fundraising for the 2025 Black & Gold Gala is underway. She stated that to date, over $200,000 in sponsorships has been raised.

Dr. Zanjani stated that now is the time to sponsor, purchase tickets, or invite friends and colleagues to sponsor or purchase tickets for the Gala. Dr. Zanjani stated that Black & Gold Gala Committee member, Dr. Monica McGrath, is hosting a Gala Launch Party on Thursday, March 27, 2025, 6:00 p.m. - 8:00 pm at her home at 2100 Hamilton Street. She stated that an evite for event was sent to members of the Board.

Dr. Zanjani stated that Dr. Waller was unable to attend today's meeting and requested that she provide the following report on her behalf.

Dr. Zanjani reported that so far, this fiscal year, the annual giving appeals are 60% ahead of last year at this time, and overall, our annual giving fundraising is ahead more than 80%. She stated that the next appeal mailing will go out later this month. Dr. Zanjani stated that the *Fiscal Year 24 Annual Report* for Institutional Advancement and the Foundation is available online at https://www.ccp.edu/about-ccp/about-college/about-foundation/2023-2024-foundation-annual-report. She stated that printed copies are being mailed to donors.

Dr. Zanjani reported that the PepsiCo Foundation Uplift Scholars Celebration was held on February 20, 2025 to recognize our PepsiCo scholarship students. About 40 guests gathered for a reception, which included remarks from College leadership, a Pepsi representative, and student scholars.

The second Annual Women's History Month Panel and Lunch event will be held on March 27, 2025. This event supports and highlights the vital initiative, The Women's Empowerment Fund. Thus far, over 40 guests are registered to attend. Additional details regarding the event can be found at https://foundation.ccp.edu/whm25.

Dr. Zanjani stated that several events are planned for the spring semester, including:

- The Scholarship Meet & Greet for donors and scholarship recipients on April 17, 2025.
- Grady's Community Garden Spring Clean-up for Earth Day on April 22, 2025.
- The Third Annual Spring Alumni Reception on May 7, 2025.

Dr. Zanjani reported that at the March 12, 2025 Foundation Board of Directors meeting former Mayor Jim Kenney was ratified as a member of the Foundation Board.

(5) <u>Student Outcomes Committee</u>

Ms. Fulmore-Townsend reported that the Student Outcomes Committee met on February 6, 2025. She stated that the Committee reviewed two programs: the Business Leadership Associate in Applied Science, and the Fashion Merchandising & Marketing Associate in Applied Science. The Committee was also provided with a presentation on Collaborative Online International Learning(COIL).

Ms. Fulmore-Townsend stated that the Business Leadership Associate in Applied Science program began in 2019. She stated that students earn certificates in entrepreneurship and innovation, project management, and insurance. Ms. Fulmore-Townsend stated that students are encouraged to participate in experiential learning opportunities like Saxbys' program. She stated that the program also includes three partnerships of which one is Saxbys which allows students to enter into a CEO agreement. Participants in Saxbys apprenticeship program receive a certificate in Entrepreneurship and Innovation within six months. Ms. Fulmore-Townsend stated the College has a partnership with AON where students have the opportunity to have paid work experience in the Philadelphia AON office while attending tuition-paid classes in the Leadership Business program. Ms. Fulmore-Townsend stated that a third partnership is currently in development with PGW.

Ms. Fulmore-Townsend stated that the program has seen a steady enrollment in the program and demographically is comparable to the College. Ms. Fulmore-Townsend stated that another innovation in the program is the integration of Collaborative Online International Learning (COIL) into the curriculum, where faculty and students collaborate with international peers on projects. Ms. Fulmore-Townsend stated Ms. Juliana DeJesus, a student in the program, shared with the Committee her experience in the program.

Ms. Fulmore-Townsend stated that the Student Outcomes Committee accepted the program for five years. This item is part of the Consent Agenda.

Ms. Fulmore- Townsend stated that the Fashion Merchandising & Marketing Associate in Applied Science program began in the fall of 2019, just before COVID-19. She stated that enrollment was negatively impacted by the timing of the program launch at the time of the pandemic. Ms. Fulmore-Townsend stated that students take a few courses but do not return as they realize that the program is not what they want to do. Ms. Fulmore-Townsend stated that there is a need to stabilize and grow the enrollment. She stated that the job forecast for the program appears promising, indicating a stable growing market in merchandising and marketing.

Ms. Fulmore-Townsend stated that some experiential learning opportunities incorporate elements of fashion, and that the program establishes partnerships with companies, brands, or individuals to collaboratively address specific business challenges. Ms. Fulmore-Townsend stated that the department recognizes industry trends particularly the increasing investment in virtual reality (VR) and augmented reality (AR). She stated that the department is exploring the integration of these technologies into the curriculum.

Ms. Fulmore-Townsend stated that the Student Outcomes Committee accepted the program for five years with a requested evaluation and update in two years on data enrollment. This item is part of the Consent Agenda.

Ms. Fulmore-Townsend reported that the Committee reviewed and discussed a presentation on Collaborative Online International Learning (COIL). She stated that the

Committee discussed various opportunities available to students through the Collaborative Online International Learning initiative.

(6) Report of the Student Representative

Mr. Scales thanked Chair Epps and the Board of Trustees for allowing him to give a report on behalf of the student body. He stated that we have made significant strides in including students in the governance of the College and have finally empowered the SGA to serve students.

Mr. Scales stated that we have work to do but we will be the voice for the student body and ensure that students go through the most efficient channels to make sure their concerns are heard. Mr. Scales stated that SGA will be hosting general assemblies each month so that students can speak about their experiences at the College. Mr. Scales stated that Mr. Cooper has committed to attending one general assembly each semester. Mr. Scales applauded Mr. Cooper's commitment to the College and the students.

Mr. Scales stated that the issues affecting students are the possible strike and transportation. Students are concerned about whether they will be able to graduate. Mr. Scales stated that another issue that he keeps hearing is that there is a lack of communication between the administration and the students. Mr. Scales stated that it may be worth considering having office hours available for all students.

Mr. Scales stated that there is great potential for a great community of students at the College. A strong campus culture will serve to make more people come to the College and inspire donors and future alumni to contribute to the College.

Mr. Epps spoke about the financial responsibilities of the Board and the challenges the Board faces in fulfilling all the requests.

Mr. Scales thanked Chair Epps and noted that strengthening communication is the key.

(7) Combined Meeting of the Business Affairs and Executive Committees

Ms. Posoff reported that the Combined meeting of the Business Affairs and Executive Committees took place on February 19, 2025. She stated that the Business Affairs Committee approved four contracts that are part of the Consent Agenda. She stated that two contracts are being paid from the capital budget and that the Food Service contract will be paid from the operating budget. Ms. Posoff stated that the Contract with the Naval Welding Institute for Consulting Services related to Advanced Manufacturing Education Improvement Program will be paid from funds made by the Navy through its funding source, BlueForge Alliance. Ms. Posoff stated that the Business Affairs Committee discussed capital projects. She stated that that four capital projects (Mint Façade, Boardroom Renovations and Audio Visual, Great Hall Renovation, and Winnet Front Offices) have been paused.

Ms. Posoff stated that the Committee amended their agenda to add the Resolution for Fiscal Year 2025-2026 Capital Plan Application – Deferred Maintenance Project (**Attachment B**). She stated that the estimated cost of the project is $20 million and the application requests that PDE pay $10 million. Ms. Posoff stated that the Business Affairs Committee approved the Resolution. The Resolution is part of the Consent Agenda.

Regarding deferred maintenance, Mr. Epps stated that the priority is the safety of students and that the decision was made to hold off on the cosmetic maintenance. Mr. Epps sated that the Board will revisit this issue in the future.

(8) Consent Agenda

Mr. Epps requested Board approval of the following Consent Agenda:

(a) Proceedings and Minutes of Decisions and Resolutions, Meeting of February 6, 2025
(b) Grants and Gifts
(c) Business Leadership Associate in Applied Science Program Review
(d) Fashion Merchandising & Marketing Associate in Applied Science Program Review
(e) Construction of NERC Pedestrian Bridge Award to Clemens Construction
(f) Conversion of the Building Automation System Award To Honeywell BAS Platform
(g) Request for Extension of Food Services Contract with Canteen
(h) Contract with Naval Welding Institute for Consulting Services Related to Advanced Manufacturing Education Improvement Program
(i) Resolution for Fiscal Year 2025-2026 Capital Plan Application – Deferred Maintenance Project

Ms. Amir moved, with Mr. Clancy seconding, that the Board of Trustees approve the Consent Agenda. The motion carried unanimously.

(9) Report of the Chair

(a) Board Reflections: AACC/ACCT National Legislative Summit February 9-12, 2025, Washington, DC

Ms. Posoff reported that in addition to Dr. Generals, Dr. Jenkins, Ms. McPherson, Ms. Harrington, Mr. Ford, and Ms. Ireland attended the Summit. Ms. Posoff asked the attendees to share with the Board their comments/thoughts regarding the meeting.

Dr. Jenkins stated that this was her first time attending the Legislative Summit. She stated that she found many of the sessions interesting and informative. Dr. Jenkins stated that she appreciated the opportunity to meet and speak with many trustees from across the country.

The Board had a discussion about ACCT's position on DEI and whether the College is getting the benefits from the membership.

(10) Old Business

There was no old business discussed.

(11) New Business

There was no new business discussed.

(12) Next Meeting

The next meeting of the Board of Trustees is scheduled for Thursday, April 3, 2025, at 2:30 p.m. at the Northeast Regional Center, 12901 Townsend Road, in Community Room 124. The meeting is hybrid.

The meeting adjourned at 4:40 p.m.

The Board reconvened in Executive Session to discuss personnel matters.

ATTACHMENT A

COMMUNITY COLLEGE OF PHILADELPHIA

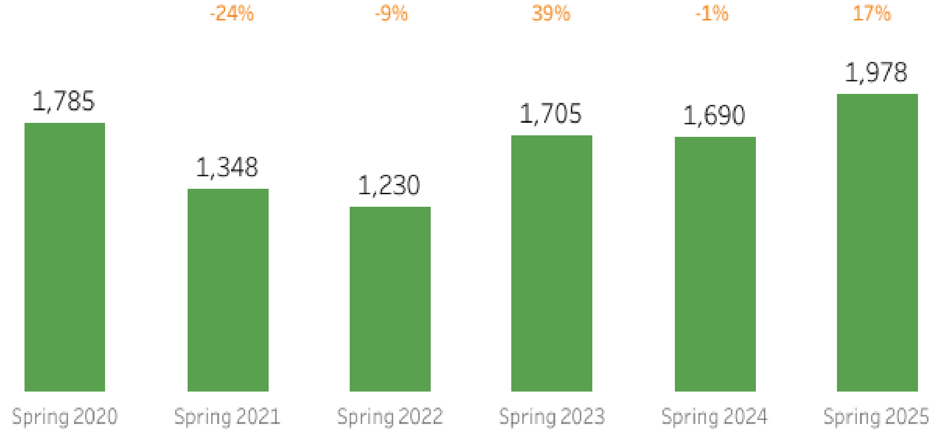
Enrollment update

March 13, 2025

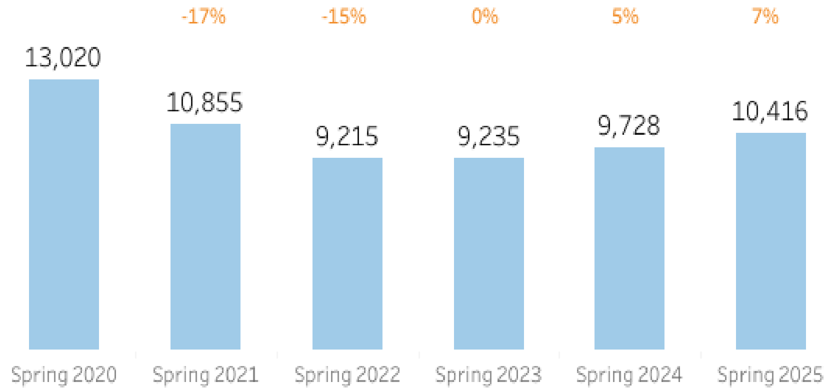
RISE FROM WITHIN

	Spring 2020	Spring 2021	Spring 2022	Spring 2023	Spring 2024	Spring 2025
YoY % Difference		-18%	-14%	5%	4%	9%
TOTAL HC	14,805	12,203	10,445	10,940	11,418	12,394
		-17%	-16%	8%	5%	10%
CREDIT HOURS	124,899	103,409	86,736	93,748	98,735	108,884
		-15%	-17%	18%	6%	10%
FULL TIME	4,127	3,496	2,895	3,411	3,612	3,977
		-18%	-13%	0%	4%	8%
PART TIME	10,678	8,707	7,550	7,529	7,806	8,417
		-18%	-16%	8%	5%	10%
FTE	10,023	8,255	6,942	7,484	7,857	8,645

New Students



Returning Students



Enrollment highlights

- **By location (YoY)**
  - NERC is up 36%
  - West/CATC is up 69%
  - Online is up 1%
- **Continuing students (YoY)**
  - Overall up 7%
  - NERC is up 34%
  - West/CATC is up 59%
  - Online is up slightly by 0.4%
- **New students (YoY)**
  - Overall up 17%
  - NERC is up 48%
  - West/CATC is up 103%
  - Online is up 4%
- **Biggest program increases (YoY)**
  - **By percentage increase in headcount**
    - Tourism & Hospitality Mgmt PC (800%)
    - PT Serv Rep PC (320%)
    - Medium and Heavy Truck Tech (267%)
    - Network & Sys PC (200%)
    - Early Child. Ed. PC (175%)
  - **By raw number increase in headcount**
    - Health Care Studies (+499)
    - Business - General (+153)
    - Communication & Media Studies (+70)
    - Applied Engineering Tech (+51)
    - Engineering (+41)

Other updates

- College named a 2025-2026 Military Friendly School.
- Drexel Direct Admissions Partnership Ceremonial signing (April 10)
- Summer 2025 registration begins on March 17.
- Fall 2025 registration begins on April 7.

Fiscal Year 2024-2025 No. 002

ATTACHMENT B

COMMUNITY COLLEGE OF PHLADELPHIA

Resolution of the Board of Trustees

Fiscal Year 2025-2026 Capital Plan Application – Deferred Maintenance Project

COLLEGE: Community College of Philadelphia

TITLE: Fiscal Year 2025-2026 PDE Capital Project Application

PROJECT NAME: Deferred Maintenance Project

The College's deferred maintenance project which include mechanical, electrical, and plumbing (MEP) infrastructure requires significant upgrades and replacements. The existing control systems for MEP are obsolete, deficient, or non-existent, posing a risk of significant disruptions and system failures if issues are not detected in time.

The upgrades are crucial for several reasons:

- Prevent system failures: Upgrading obsolete systems will reduce the risk of unexpected breakdowns and associated disruptions.
- Improve overall performance: Modern MEP systems can enhance the efficiency and reliability of the entire campus infrastructure.
- Energy efficiency: Upgrades often lead to improved energy efficiency and cost savings.
- Compliance: Ensure systems meet current safety standards and regulations

By implementing these upgrades, the College can significantly improve the performance, reliability, and efficiency of its campus-wide MEP systems, reducing the risk of major disruptions and potential failures in the future.

We are seeking approval to address high priority deferred maintenance equipment in MEP. The estimated cost is $20 million of which $10 million will from PDE capital bond with a corresponding match from the capital appropriation.

Estimated Cost of the MEP Project: $20 million

BE IT RESOLVED THAT THE BOARD OF TRUSTEES OF THE COMMUNITY COLLEGE OF PHILADELPHIA APPROVE THE SUBMISSION OF PDE APPLICATION FOR THE ABOVE CAPITAL PROJECT.

Signed by:
HTE
796CE67279B2498... 2/28/2025 | 5:28 AM PST

Harold T Epps
Chair

Signed by:
Ajeenah Amir
8D436F37CDE6439... 3/3/2025 | 9:00 AM EST

Ajeenah Amir
Secretary

COMMUNITY COLLEGE OF PHILADELPHIA
In-Person Meeting of the Board of Trustees
Thursday, March 13, 2025 – 2:30 p.m.
Isadore A. Shrager Boardroom, Room M2-1
MINUTES OF DECISIONS AND RESOLUTIONS

Present: Mr. Harold T. Epps, and Ms. Mindy Posoff, presiding: Ms. Ajeenah Amir, Representative Morgan Cephas, Mr. Pat Clancy, Mr. Tim Ford, Ms. Chekemma Fulmore-Townsend, Ms. Keola Harrington, Ms. Sheila Ireland, Dr. Carol Jenkins, Pastor Jonathan Mason, Mr. Frank Scales, Mr. Jeremiah White, Dr. Donald Generals, Ms. Josephine Di Gregorio, Mr. Eapen, Dr. David Thomas, Dr. Mellissia Zanjani, Dr. Shannon Rooney, Dr. Alycia Marshall, Dr. Darren Lipscomb, and Dr. Judy Gay

(1) Executive Session

The Executive Session was devoted to a discussion of negotiations, real estate, and legal issues. The Board of Trustees also met in Executive Session on March 4, 2025 to discuss negotiations, legal issues, and personnel matters, and on March 12, 2025 to discuss personnel matters.

(2) Meeting Called to Order

Mr. Epps called the meeting to order and reviewed the goals for the meeting.

(3) Public Comment

A number of students and faculty provided Public Comment.

(4) Report of the President

(a) Update on Executive Orders

The Board was provided with an update on the Executive Orders.

(b) Mayor Parker Budget Message

Mayor Parker delivered her budget message on March 13, 2025.

(c) Enrollment

The Board was provided with an update on enrollment.

(d) Congratulations to Basketball Teams

The Board congratulated the men's and women's basketball teams on their successful seasons.

(e) Saxby's Impact Report

The Board was provided with a copy of the *Saxbys Experiential Learning Platform 2023-2024 Impact Report*.

(e) Foundation Report

The Board was provided with a report of public/governmental funding received as well as private/philanthropic fundraising for the period of July 1, 2024 through January 31, 2025.

Update: Black and Gold Gala 2025

The Board was provided with an update on funds raised for the Black and Gold Gala scheduled for June 12, 2025.

Dr. Zanjani provided the following report on behalf of Dr. Waller:

- The annual giving appeals are 60% ahead of last year at this time, and overall, our annual giving fundraising is ahead more than 80%.
- The *Fiscal Year 24 Annual Report* for Institutional Advancement and the Foundation is available online at https://www.ccp.edu/about-ccp/about-college/about-foundation/2023-2024- foundation-annual-report.
- The PepsiCo Foundation Uplift Scholars Celebration was held on February 20, 2025 to recognize our PepsiCo scholarship students.
- The second Annual Women's History Month Panel and Lunch event will be held on March 27, 2025.

Dr. Zanjani stated that several events are planned for the spring semester, including:

- The Scholarship Meet & Greet for donors and scholarship recipients on April 17, 2025.
- Grady's Community Garden Spring Clean-up for Earth Day on April 22, 2025.
- The Third Annual Spring Alumni Reception on May 7, 2025.

(5) Student Outcomes Committee

The Student Outcomes Committee met on February 6, 2025. The Committee accepted the Business Leadership Associate in Applied Science for five years. The Committee also accepted the Fashion Merchandising & Marketing Associate in Applied Science for five years with a requested evaluation and update in two years on data enrollment.

(6) Report of the Student Representative

Mr. Scales, the Student Representative, provided a report to the Board.

(7) Combined Meeting of the Business Affairs and Executive Committees

The Business Affairs and Executive Committees met on February 19, 2025. The items approved by the Committees are part of the Consent Agenda.

(8) Consent Agenda

The Board approved the following Consent Agenda:

(a) Proceedings and Minutes of Decisions and Resolutions, Meeting of February 6, 2025
(b) Grants and Gifts
(c) Business Leadership Associate in Applied Science Program Review
(d) Fashion Merchandising & Marketing Associate in Applied Science Program Review
(e) Construction of NERC Pedestrian Bridge Award to Clemens Construction
(f) Conversion of the Building Automation System Award To Honeywell BAS Platform
(g) Request for Extension of Food Services Contract with Canteen
(h) Contract with Naval Welding Institute for Consulting Services Related to Advanced Manufacturing Education Improvement Program
(i) Resolution for Fiscal Year 2025-2026 Capital Plan Application – Deferred Maintenance Project

(9) Report of the Chair

(a) Board Reflections: AACC/ACCT National Legislative Summit February 9-12, 2025, Washington, DC

Members of the Board who attended the AACC/ACCT National Legislative Summit provided comments and feedback on the sessions in which they participated.

(10) Old Business

There was no old business discussed.

(11) New Business

There was no new business discussed.

(12) Next Meeting

The next meeting of the Board of Trustees is scheduled for Thursday, April 3, 2025, at 2:30 p.m. at the Northeast Regional Center, 12901 Townsend Road, in Community Room 124. The meeting is hybrid.

The meeting adjourned at 4:40 p.m.

The Board reconvened in Executive Session to discuss personnel matters.

Community College of Philadelphia
Meeting of the Board of Trustees
April 3, 2025
Office of Institutional Advancement
Record of Grants and Gifts FY25

Summary by Source:

	FY2025		FY2024	FY2025 and FY2024
Held by College	***since last report*** **2/1/25 - 2/28/25**	**Fiscal Year To Date 7/1/24 -2/28/25**	**Fiscal Year To Date 7/1/23 - 2/29/24**	**Variance 7/1 - 2/28**
Federal	$ -	$ 4,044,954	$ 1,284,969	$ 2,759,985
State	$ -	$ -	$ 11,600	$ (11,600)
Local / City	$ -	$ 329,143	$ 16,928	$ 312,215
Total	**$ -**	**$ 4,374,097**	**$ 1,313,497**	**$ 3,060,600**
Held by Foundation (Cash-in-Hand)	***since last report*** **2/1/25 - 2/28/25**	**Fiscal Year To Date 7/1/24 -2/28/25**	**Fiscal Year To Date 7/1/23 - 2/29/24**	**Variance 7/1 - 2/28**
Corporation	$ 48,225	$ 298,000	$ 228,085	$ 69,915
Foundation	$ 10,188	$ 1,736,560	$ 2,161,897	$ (425,337)
Individual	$ 52,555	$ 456,362	$ 313,904	$ 142,458
Organization	$ 18,656	$ 236,777	$ 188,387	$ 48,389
Total	**$ 129,625**	**$ 2,727,699**	**$ 2,892,273**	**$ (164,575)**
TOTAL	**$ 129,625**	**$ 7,101,796**	**$ 4,205,770**	**$ 2,896,025**

Gifts In-Kind	***since last report*** **2/1/25 - 2/28/25**	**Fiscal Year To Date 7/1/24 -2/28/25**	**Fiscal Year To Date 7/1/23 - 2/29/24**	**Variance 7/1 - 2/28**
TOTAL	$ 1,000	$ 1,000	$ 11,713	$ (10,713)

PUBLIC / GOVERNMENT SUMMARY (posted 2/1/25 – 2/28/25)

- There are no new public grants during this report period.

PRIVATE / PHILANTHROPIC SUMMARY (posted 2/1/25 – 2/28/25)

- Parx Casino contributed $48,000 to the 2025 Black & Gold Gala.
- A private donor contributed $40,000 to establish the Francis J. Baldino Memorial Endowed Scholarship Fund.

April 2025 Events

April 1-28
April is Art Exhibition
Mint Building, Rotunda

April 1-10
International Festival
Various Locations
www.ccp.edu/events

April 1
Transfer Take-Over Day
10:00 a.m. - 2:00 p.m.
Bonnell Building, Lobby

April 2
CCME Information Session
Center for Business & Industry, C2-28
6:00 – 7:30 p.m.

April 03
Concreate, Steel, and Painting Workshop/Pardon Me Film Screening; hosted by CME
9:00 a.m. – 4:00 p.m.
Winnet Student Life Building, The Great Hall

Phi Theta Kappa Induction Ceremony
10:00 a.m. - 2:00 p.m.
Bonnell Building, Large Auditorium

Artist in Residency Concert
10:30 a.m.-12:00 p.m.
Bonnell Building, Lobby

Women's Way Podcast Listening Session
12:00 – 3:00 p.m.
Center for Business & Industry, C3-05

April 5
Expungement & Record Pardoning Clinic
12:00 – 3:00 p.m.
Career Advanced Technology Center

April 8
Annual Spring Career Fair
2:30 – 5:30 p.m.
Bonnell Building, Lobby

April 9
Magner Nichols Speech and Monologue Competition
1:00 – 3:00 p.m.
Bonnell Building, Large Auditorium

April 10
Diaspora Connect! Eyes on Ghana
9:40 – 11:10 a.m.
Center for Business & Industry Building, C2-28

Drexel Program Signing Ceremony
10:00 – 11:00 a.m.
Bonnell Building, Lobby

Gender Neutral Professional Clothing Pop Up
12:00 – 3:00 p.m.
Pavilion Building, Courtyard

April 11
Aspiring Leaders Fellowship Program Kick-off
9:00 a.m.-12:00 p.m.
Center for Business & Industry Building, C2-05

Auto Program STEM-Admissions Event
10:00 a.m.-1:00 p.m.
Career Advanced Technology Center, 341 A/B

April 15
Counseling Conversations Navigating College Life
11:00 a.m. - 12:15 p.m.
Northeast Regional Center, Lobby

Catto Scholarship Resource Fair
11:00 a.m. 1:00 p.m.
Bonnell Building, B2-32

Maternal Health Awareness Fair
11:00 a.m. – 3:00 p.m.

Bonnell Building, Circle
SGA Talent Show
11:00 – 1:00 p.m.
Northeast Regional Center, 124

April 16
Catto Brunch and Build: Networking For Success
11:00 a.m.-1:00 p.m.
Center for Business & Industry Building, C2-05

Power UP Graduation
6:00 – 8:00 p.m.
Center for Business & Industry Building, C2-28

April 17
Roarchella Spring Fling
10:00 a.m. - 2:00 p.m.
Winnet Student Life Building, Winnet Courtyard

Scholarship Funders Meet and Greet
12:00 - 1:30 p.m.
Winnet Student Life Building, The Great Hall

Kente Ceremony
1:00 - 3:00 p.m.
Center for Business & Industry Building, C3-05

Catto: Mental Health Awareness Movie Day
2:00 - 4:30p.m.
Center for Business & Industry Building, C2-05

Queer Prom
6:00 -9:00 p.m.
Pavilion Building , Klein Cube

April 19
Veteran's Day Student Hike and Field Day
11:00 a.m. – 3:00 p.m.
Fairmount Park

April 21
Lindback Lecture
1:00 - 2:30 p.m.
Pavilion Building, Klein Cube

April 22
Earth Day Celebration
11:00 a.m.-2:00 p.m.
Grady's Garden

April 23
Open Enrollment Event
9:00 a.m. – 4:00 p.m.
Career for Advanced & Technology Center

Latine Student Graduation Celebration
5:00 - 7:00 p.m.
Winnet Student Life Building, The Great Hall

April 28
Choir and Chamber Ensemble Concert
4:00 -5:00 p.m.
Mint Building, Rotunda

De-Stress Fest (April 28-May 4)
9:00 a.m. – 4:00 p.m.
Winnet Student Life Building, Lobby

Catto Scholarship Pinning Ceremony
1:00 – 4:00 p.m.
Winnet Student Life Building, The Great Hall

Behavioral Health & Human Services Graduation
4:00 – 7:00 p.m.
Pavilion Building, Klein Cube

April 30
Nursing Scholarship Luncheon
10:00 a.m.- 2:00 p.m.
Center for Business & Industry Building, C2-05

Jefferson Mobile Prostate Exam Van
10:00 a.m. – 2:00 p.m.
Mint Building, Outdoors in front of stairwell