

2016-2017 Budget Presentation

Chemeketa Community College
April 13, 2016

Budget Publications

Budget Committee Reference Handbook

A handbook for Budget Committee members of reference materials that includes:

- Member roles and responsibilities
- Budget calendar
- Copies of PowerPoint slides for the first night

Proposed Budget

This document is a compilation of all General Fund units at the department level and budgets for other funds. It includes a narrative, two-year history, current-year budget, and proposed budget amounts. It also contains the president's message, a financial summary, budget assumptions, and explanations.

Adopted Budget

This document is the approved budget plus or minus any changes by the Board, formally adopted and appropriated in June.

Budget Committee Duties

- Meets publicly to review the proposed budget
- May not discuss or deliberate on the budget outside of a public meeting
- Budget Committee must have a quorum present in order to hold a meeting
- Receives the budget and budget message
- Provides an opportunity for the public to ask questions about and comment on the budget
- Approves the budget, rate of tax and amount of tax for GO bonds.
- Any budget committee action must have the approval of a majority of its members)

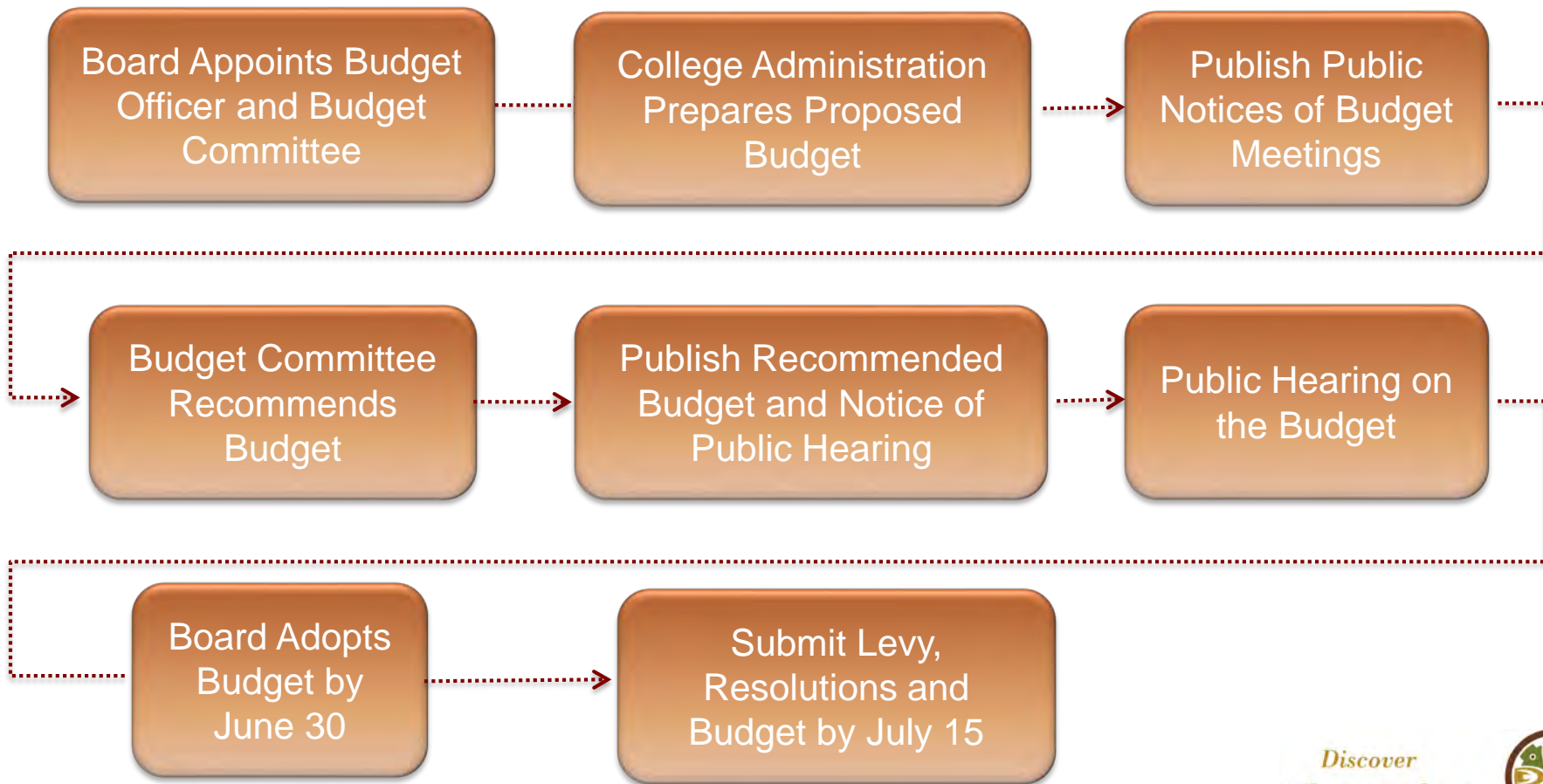
President's Budget Message

Julie Huckestein

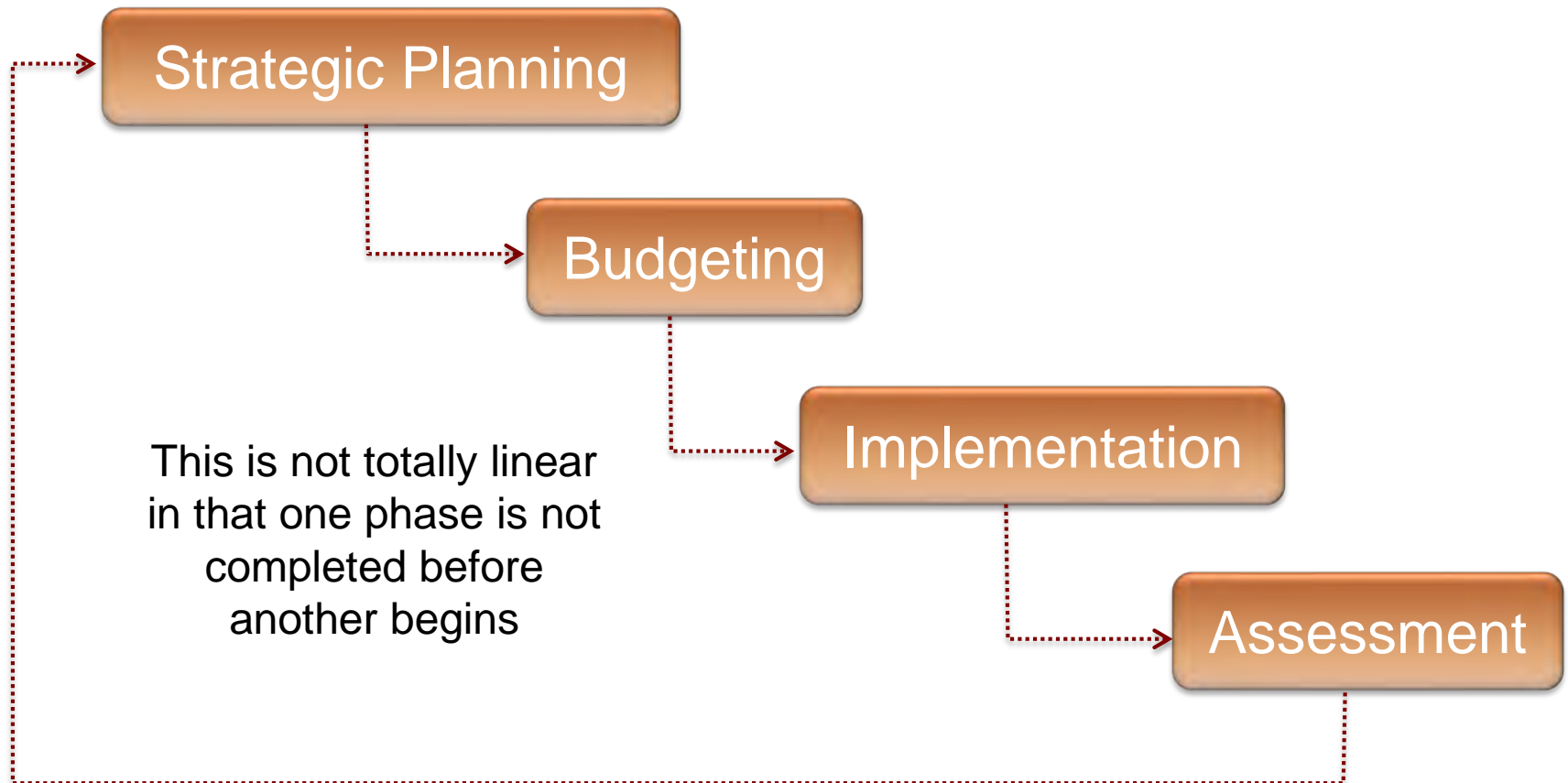
Budget Process

Rich McDonald

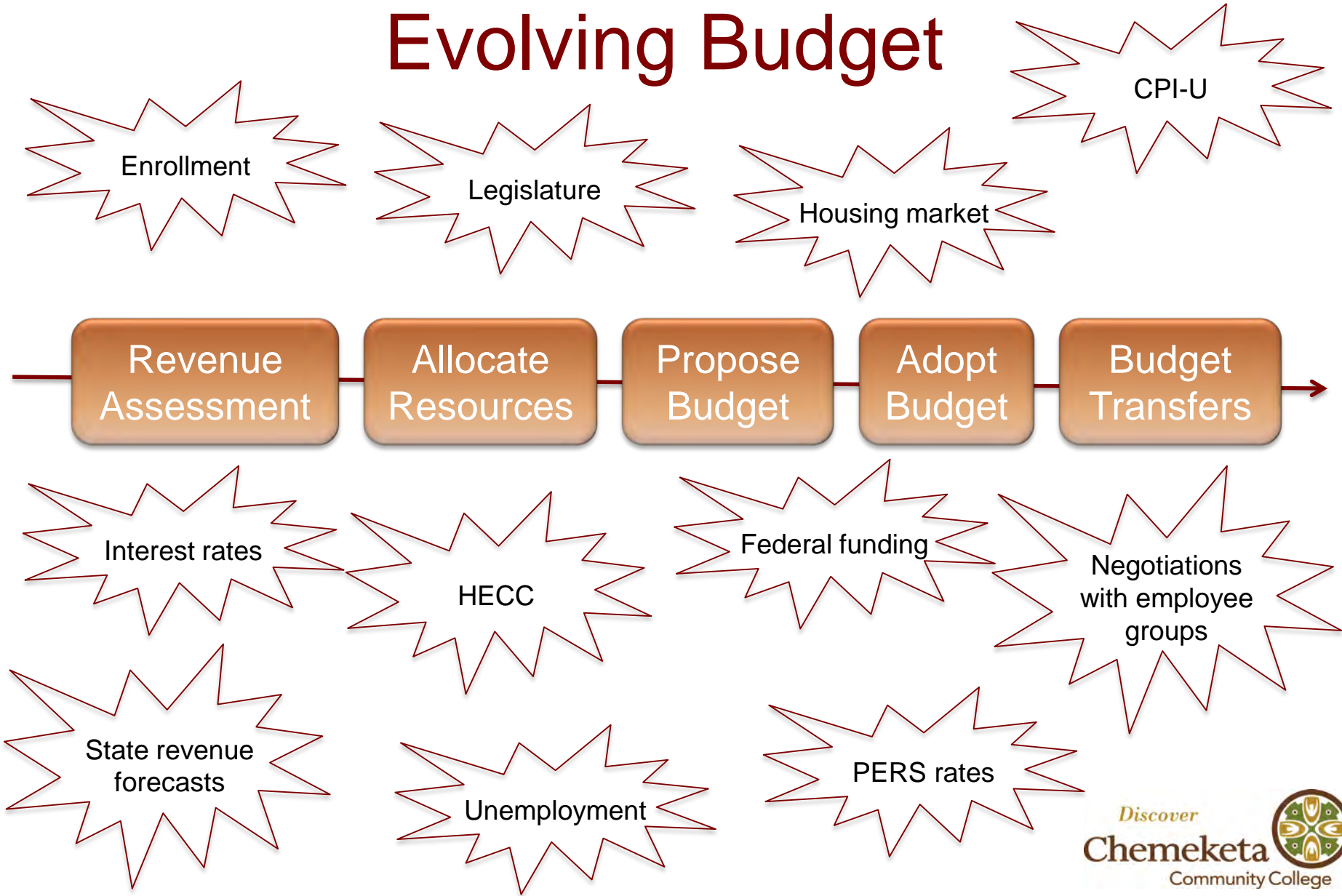
Budget Process Required by State Law



Process Flow



Evolving Budget

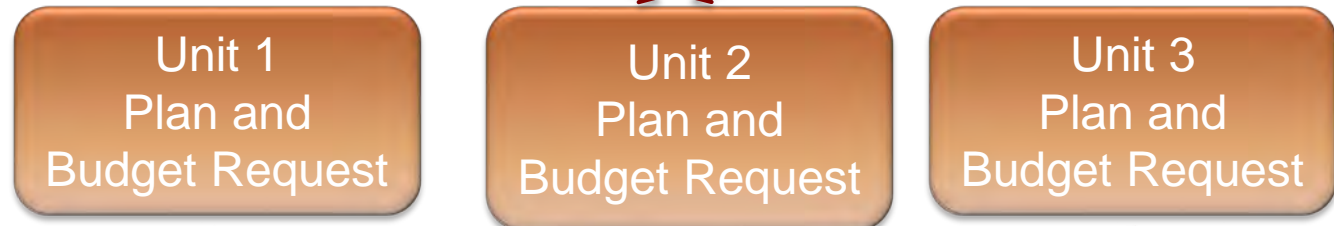


Budget Flowchart

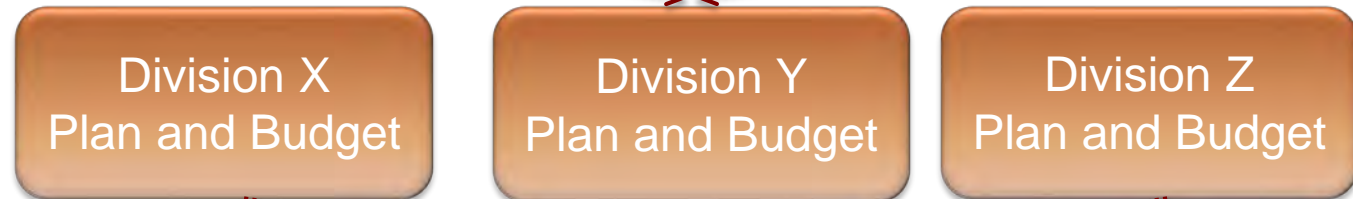
Sep-Oct - Unit Level



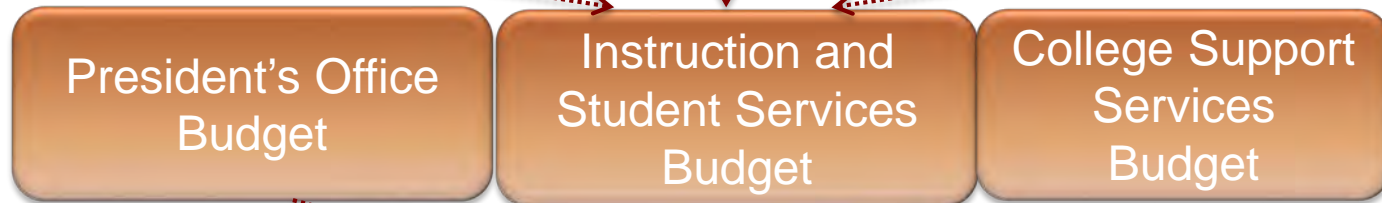
Oct-Nov - Department



Nov-Dec - Division



Dec-Jan - Area

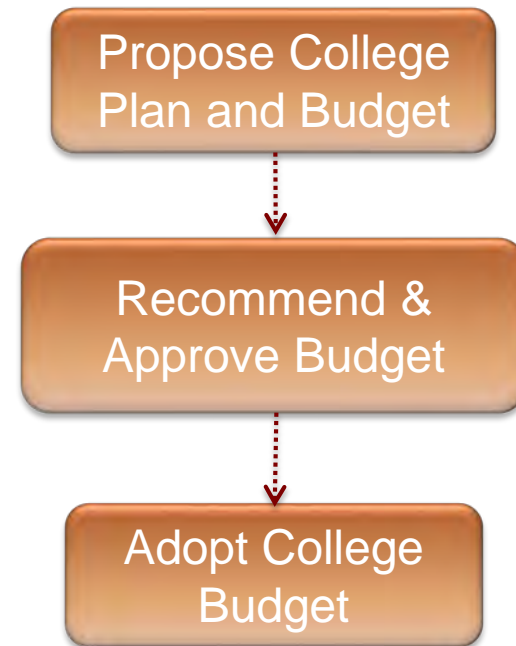


Budget Flowchart-continued

Feb – Executive Team

Apr – Budget Committee

Jun – College Board of Education

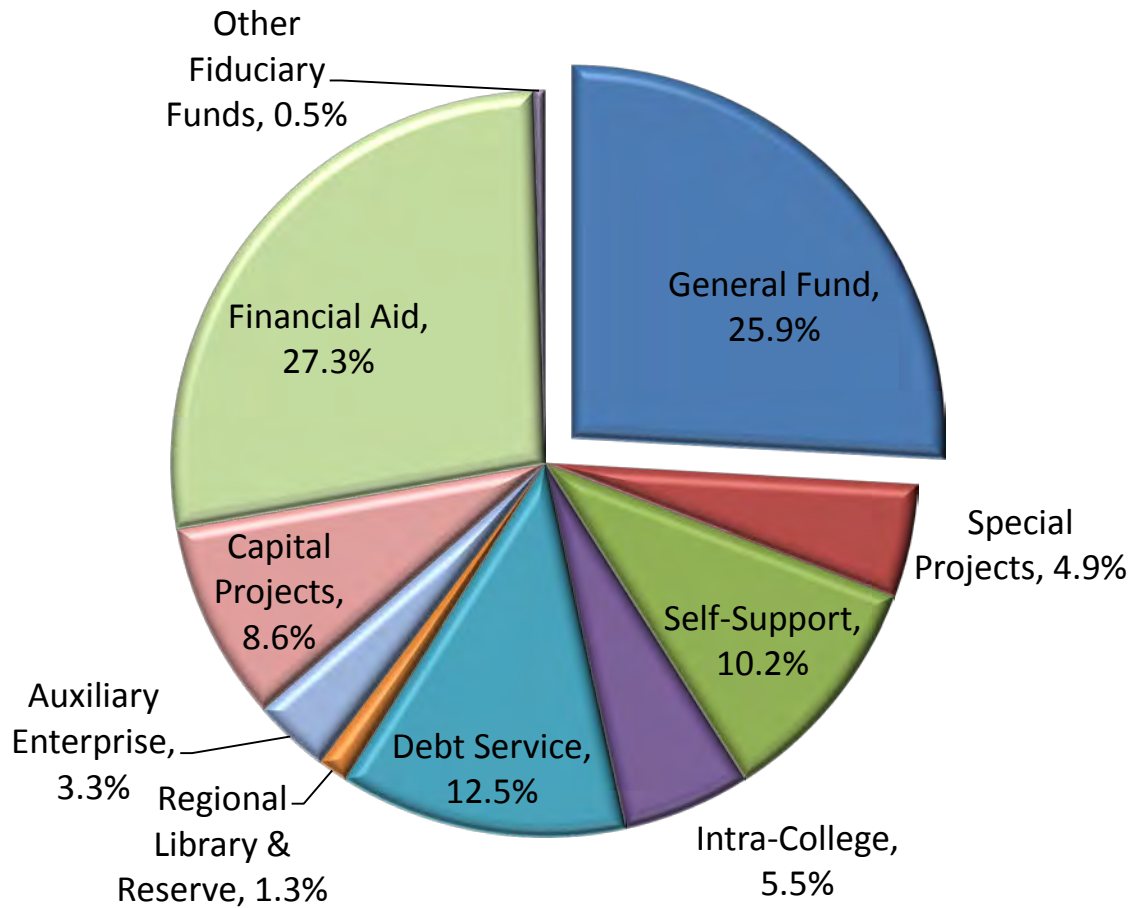


Budget Activity Highlights

Begin budget process	Nov 2015
Acceptance of 2014-15 audit	Dec 2015
Budget updates to staff	Jan, Mar & Apr 2016
Develop budget principles: Prioritize investments Analyze implications of proposed changes	Jan 2016 Feb 2016
Tuition and fees set by the Board	Feb 2016
Budget proposal finalized by Executive Team	Feb 2016
Presentation of budget	Apr 2016
Public comment on the budget	Apr 2016
Public hearing	May 2016
Board adoption	Jun 2016

Summary of All Funds

Total: \$316,608,426



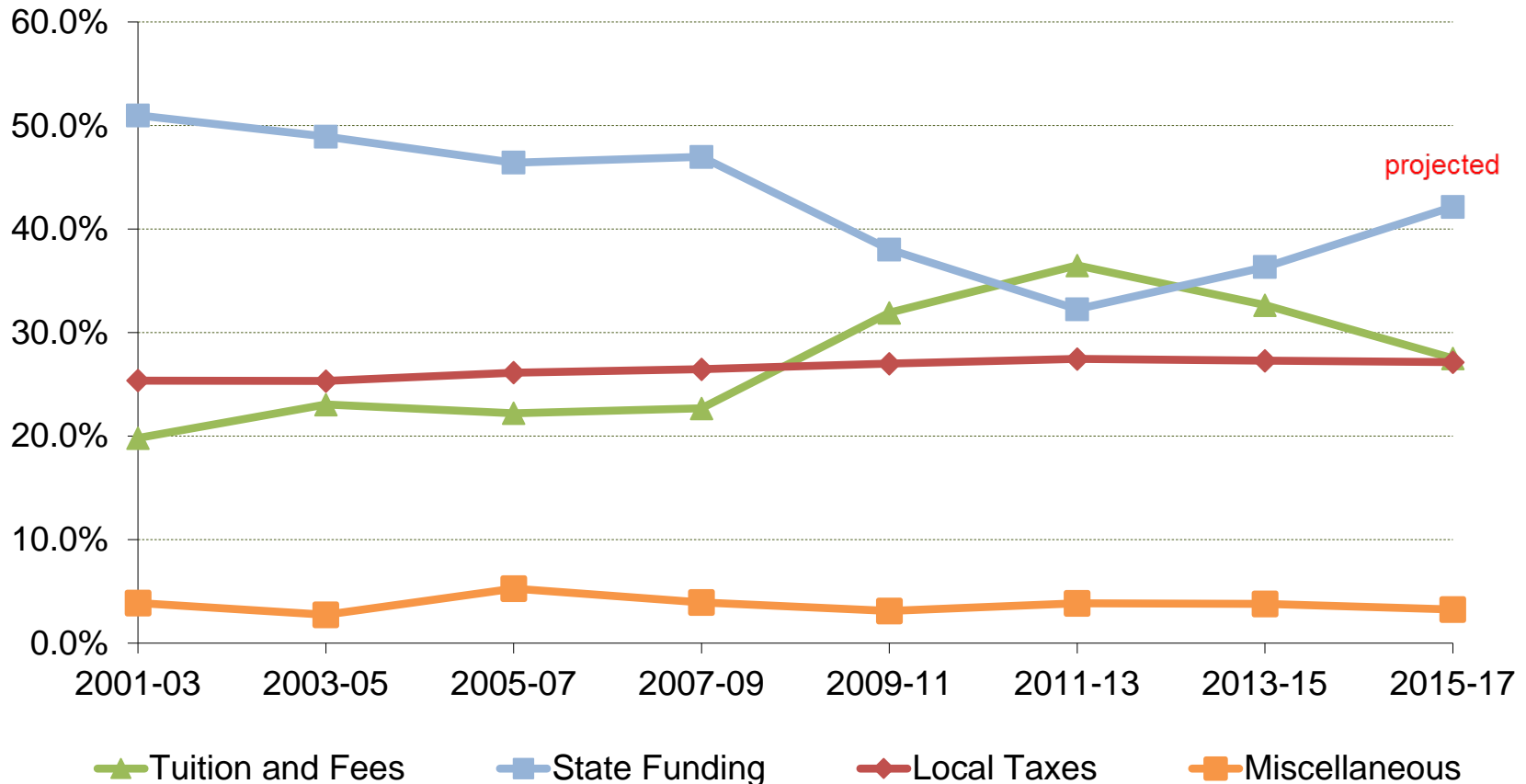
General Fund

Rich McDonald

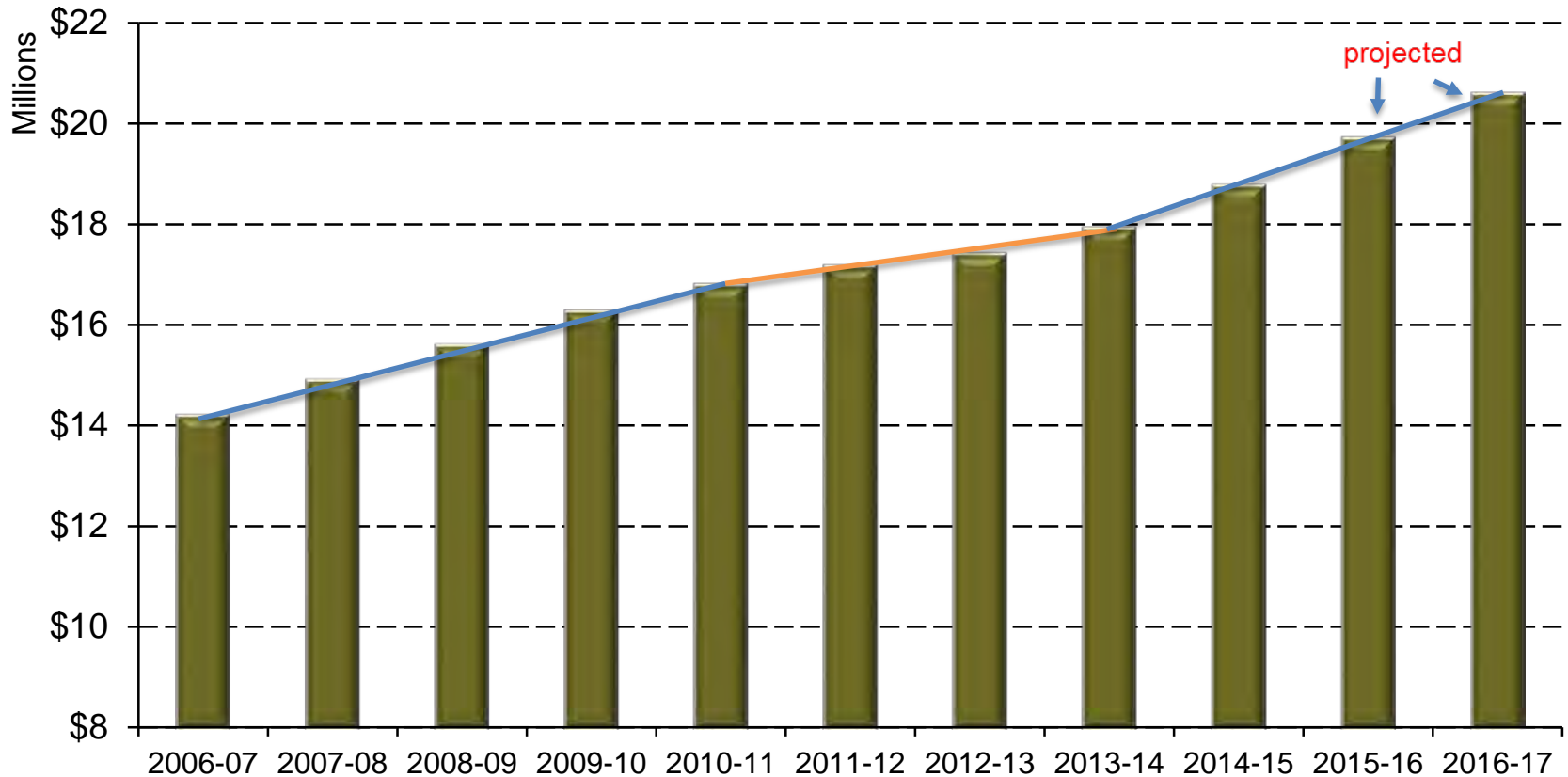
History of Funding Sources

Rich McDonald

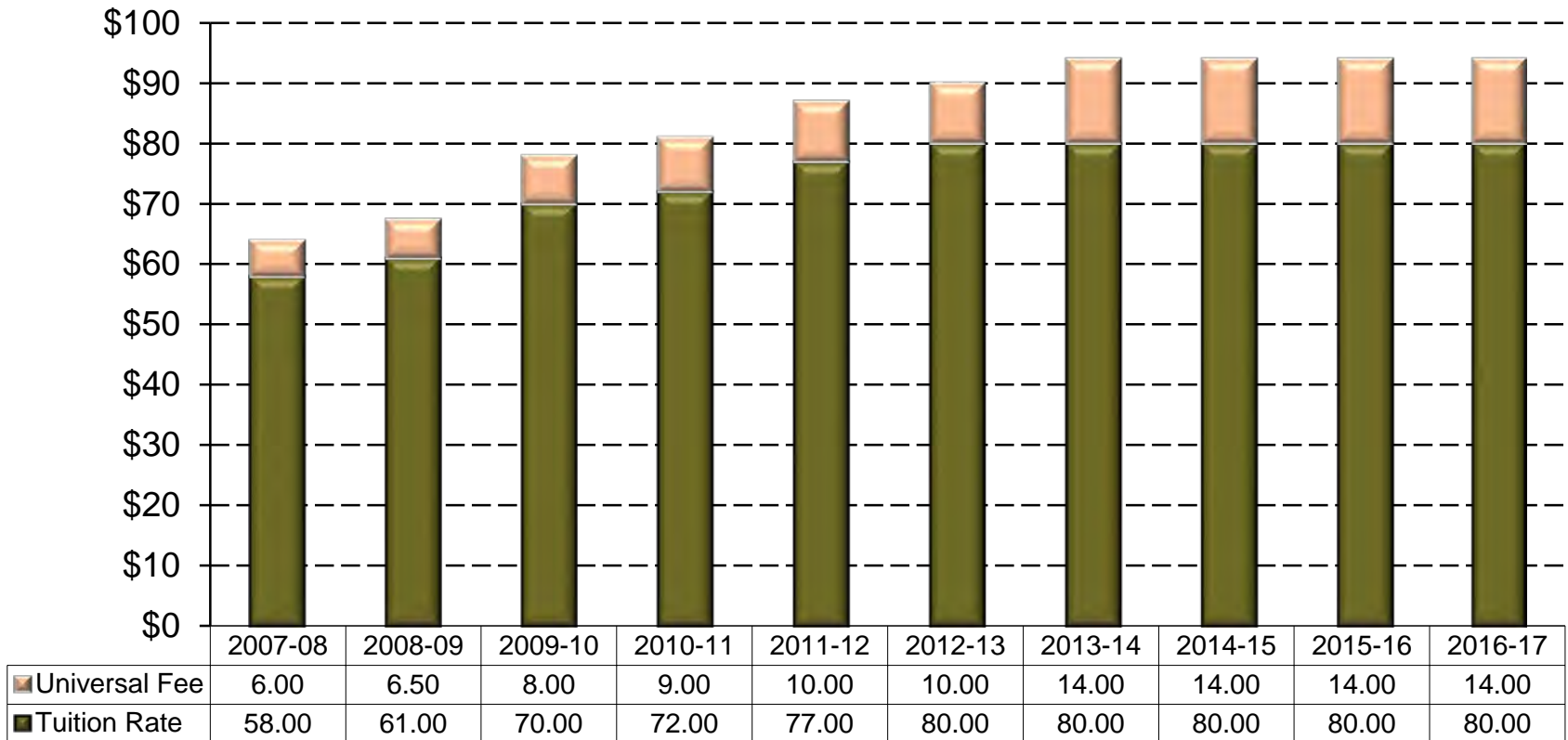
General Fund Sources of Revenue



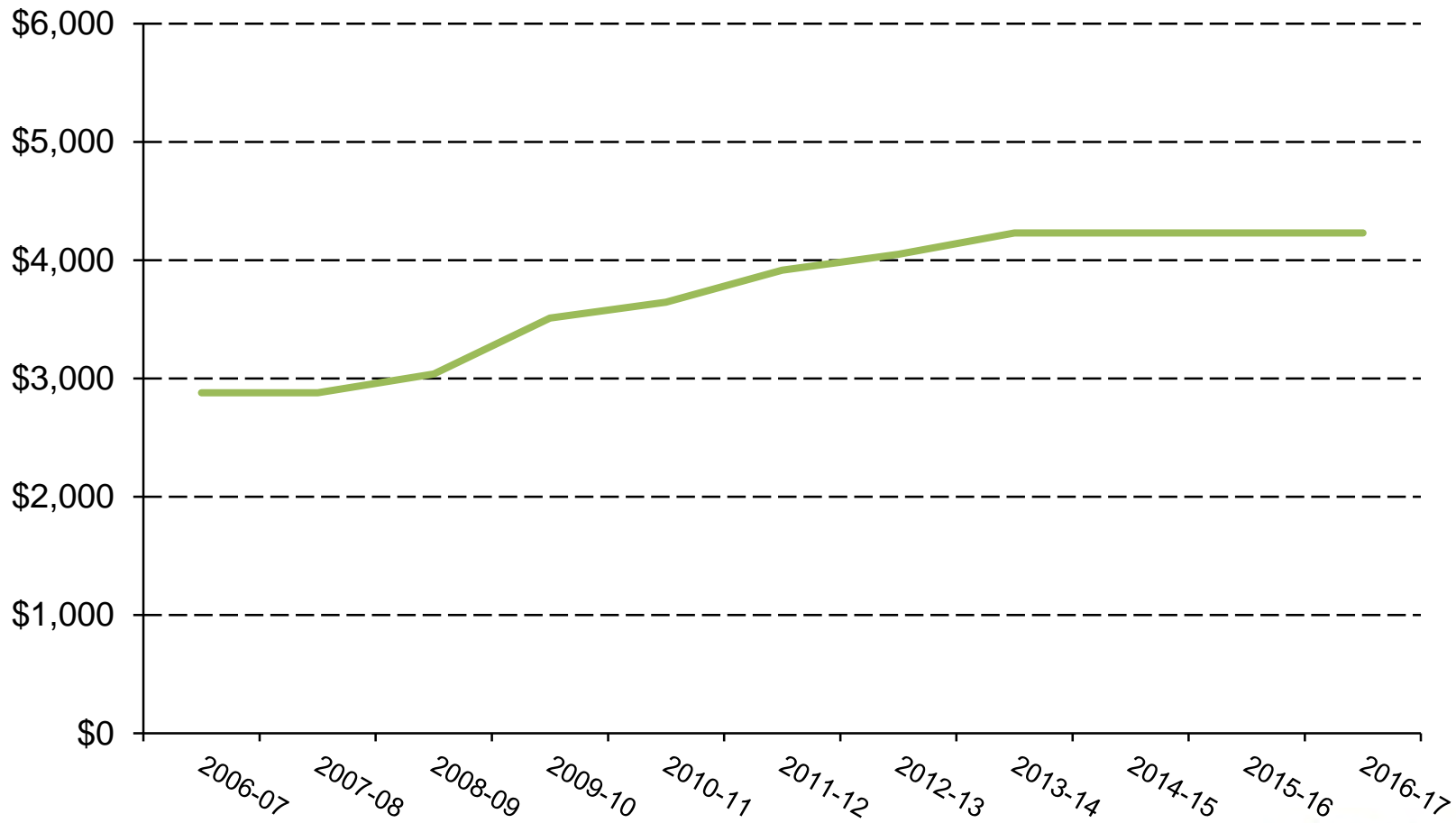
Property Taxes



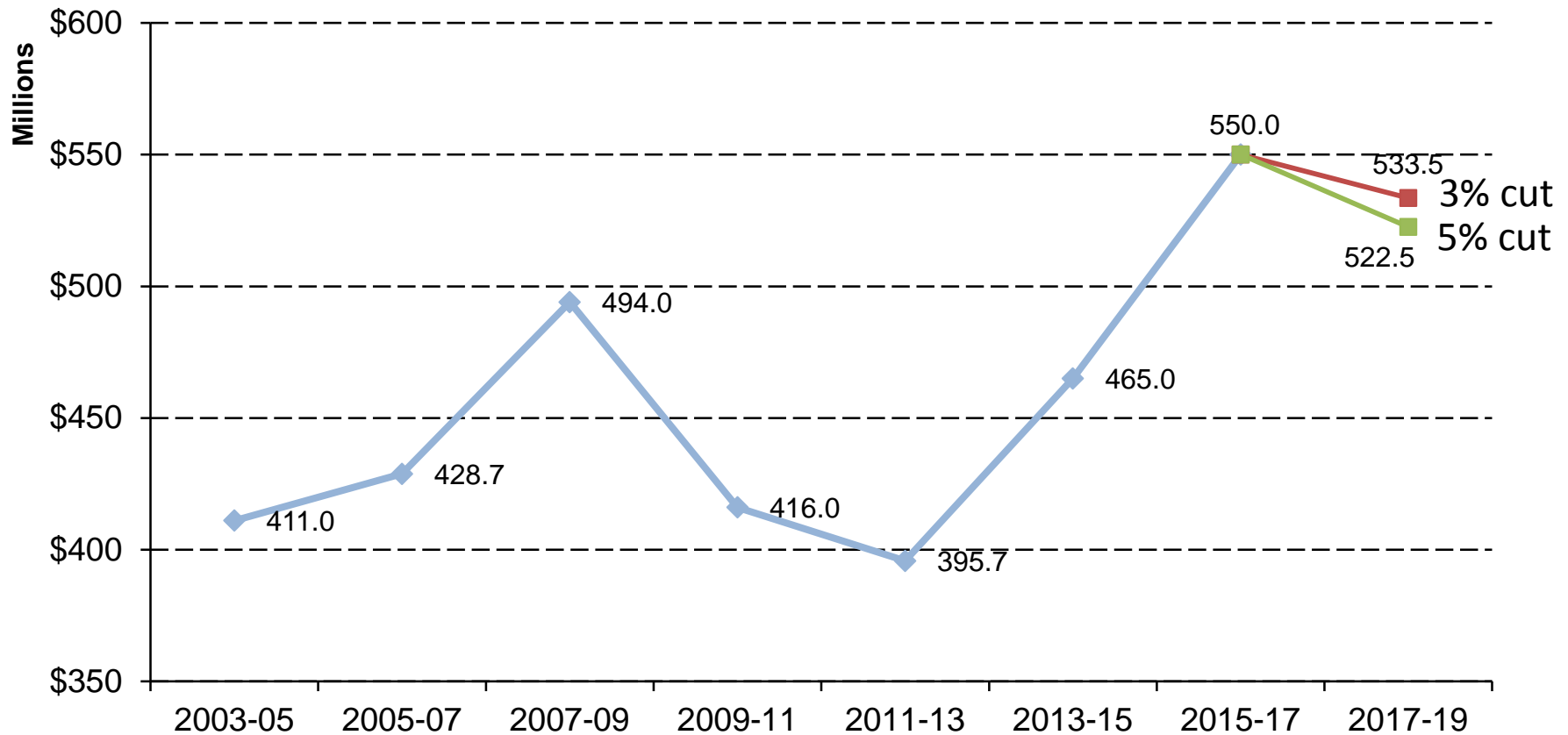
Tuition Rate plus per Credit Fees



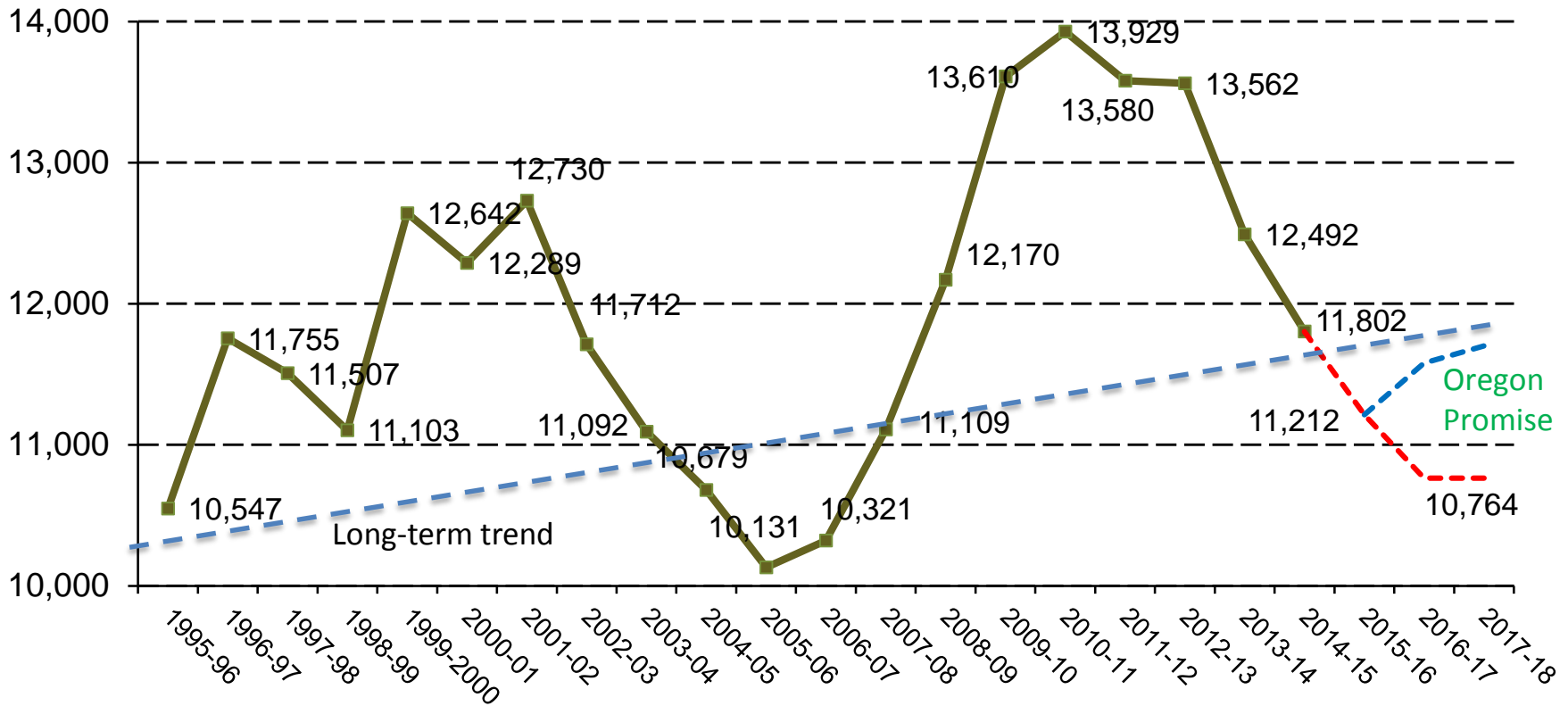
Annual Tuition and Fees for a Student Taking 45 Credit Hours per Year



State Allocation to Community Colleges



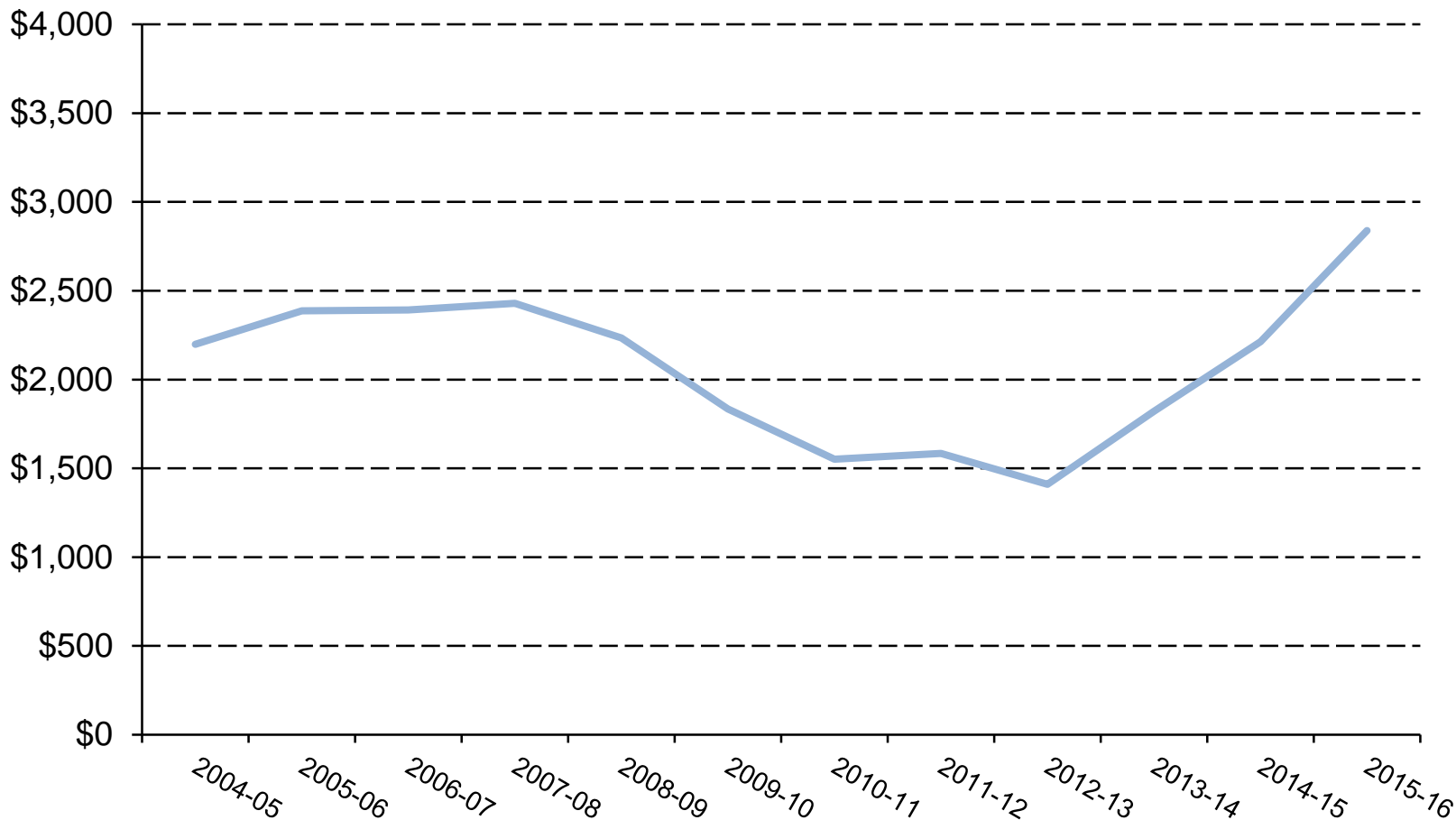
Chemeketa Student FTE



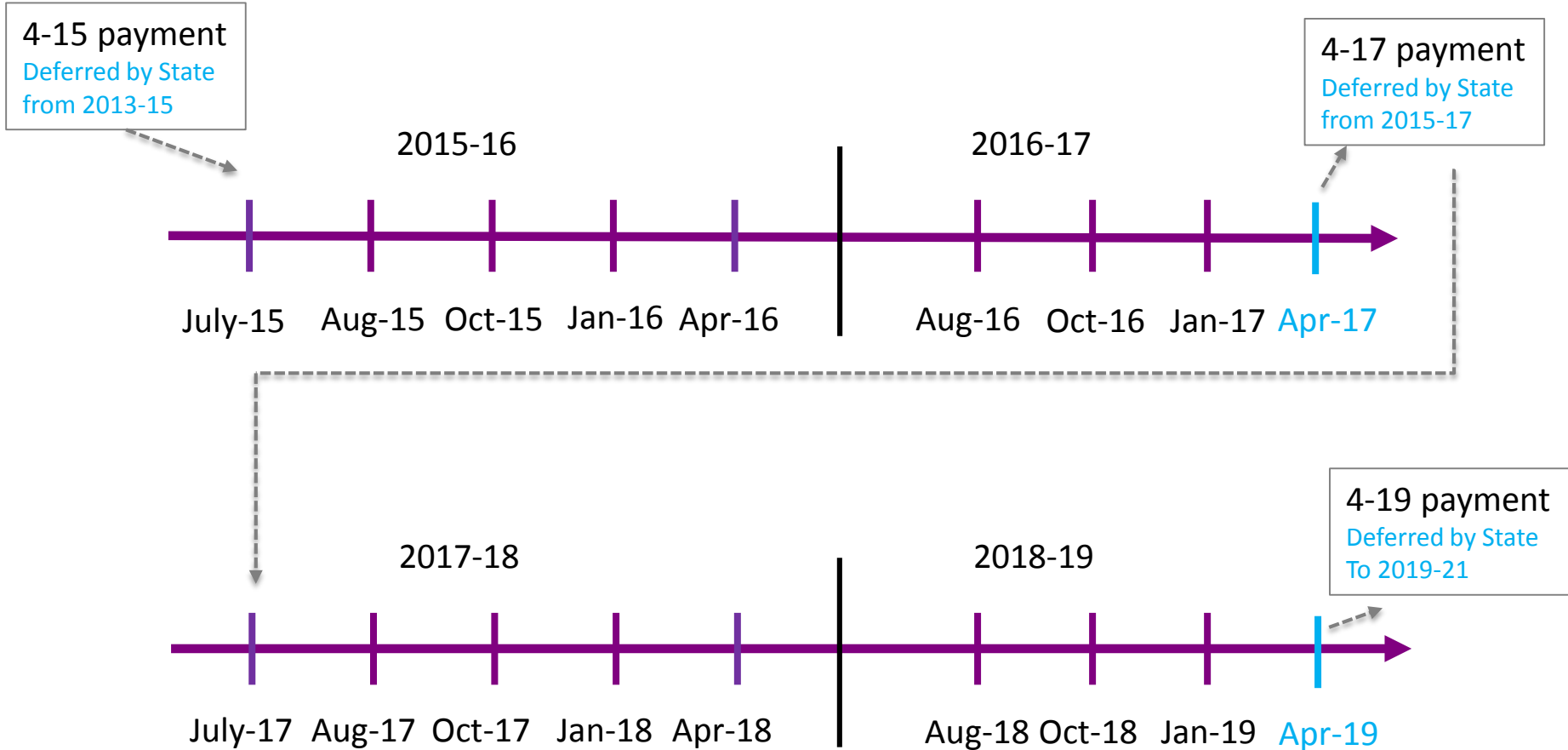
Funding Based on FTE

Funding Formula	62.4%
Driven by FTE	
Amount available set by legislature and constitution (includes state support and property taxes)	
Tuition and Fees	24.1%
Driven by FTE	
X	
Rate set by Chemeketa Board	
Total	86.5%

Annual State Support per FTE

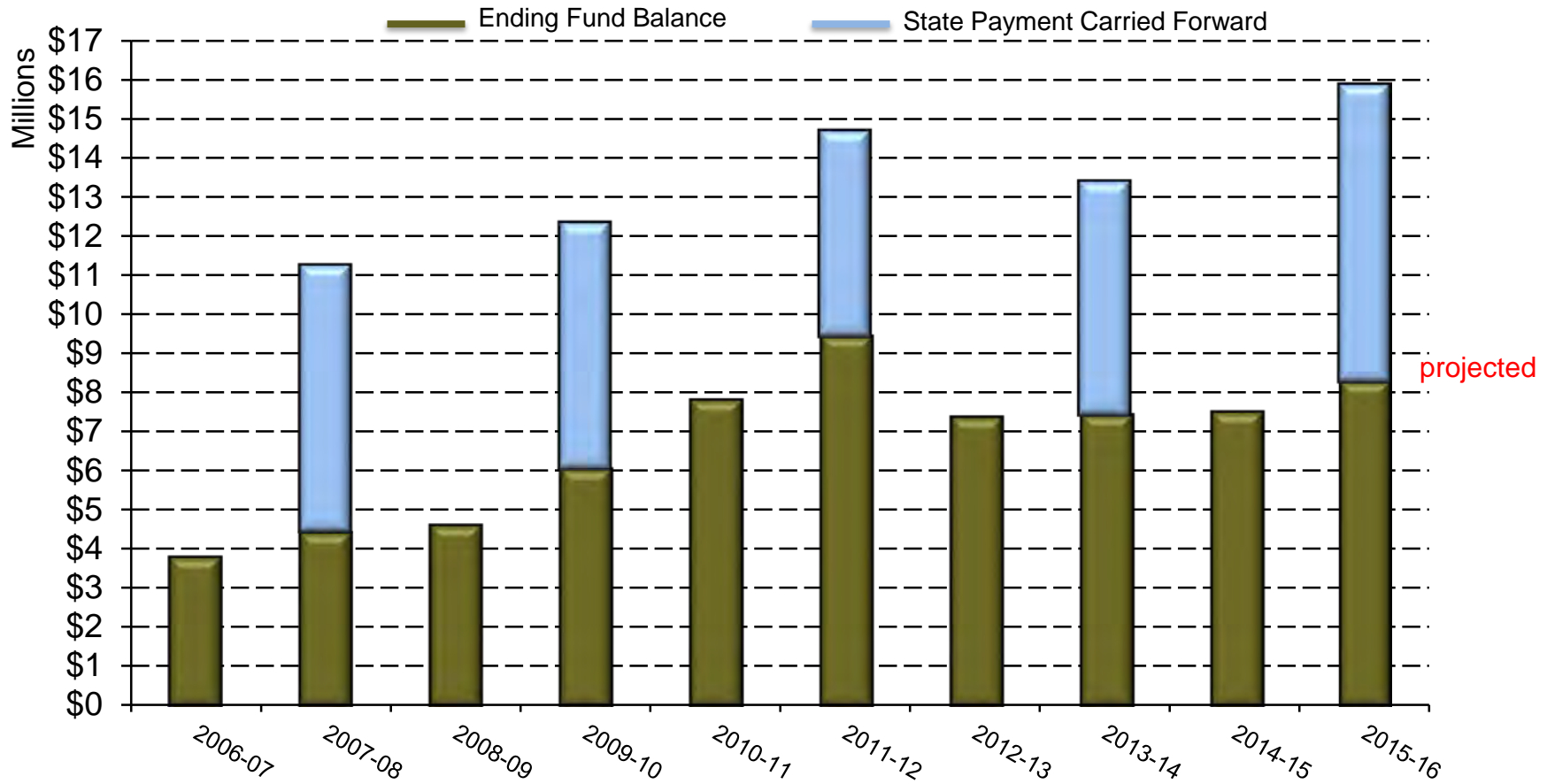


State Payment Cycle 5/3 payments



Ending Fund Balance

Audited



Budget Development FY 2016-17

Rich McDonald

Budget Principles 2016-17

- 1) Ensure the college's strategic priorities and mission are fulfilled through the core themes:
 - Academic Quality
 - Access
 - Community Collaborations
 - Student Success

- 2) Consider investment and reduction decisions through the colleges values of:
 - Collaboration
 - Diversity
 - Innovation
 - Stewardship

Budget Principles 2016-17

continued

3) Maintain the following:

- Enrollment, progression and completion targets
- Staffing and facilities at sufficient levels to protect the college's infrastructure and ensure compliance with regulations and laws
- Sufficient fund balance to –
 - Protect against unanticipated resource declines or cost increases that could jeopardize the future of Chemeketa
 - Provide the flexibility to take advantage of opportunities
- A balanced operating budget to ensure the long-term fiscal health of the college

Budget Principles 2016-17

continued

- 4) Invest in initiatives, strategies, programs and operations that will positively impact student completion and success.

- 5) Seek cost sharing and revenue producing opportunities that support our mission and strategic priorities such as grants, partnerships, self-support ventures and foundation assistance that may augment operations.

Budget Assumptions and Decisions

Resources

- State funding-\$550 million, in the second year of the biennium.
- Tuition rate remains the same at \$80. Universal fee remains the same at \$14. Slight increase in tuition dollars due to combined effect of enrollment losses from improving economy, Oregon Promise, and faculty positions moving from Self-Support to General Fund.
- Current local taxes-projected a 3% rate of growth.
- Reduced Prior local taxes as delays from foreclosures have slowed down
- Miscellaneous revenue increased by \$70,000
- No change in transfer in from Self-Support.
- Increased beginning fund balance by \$1,650,000 to reflect projected EFB for current year.

Budget Changes-Resources

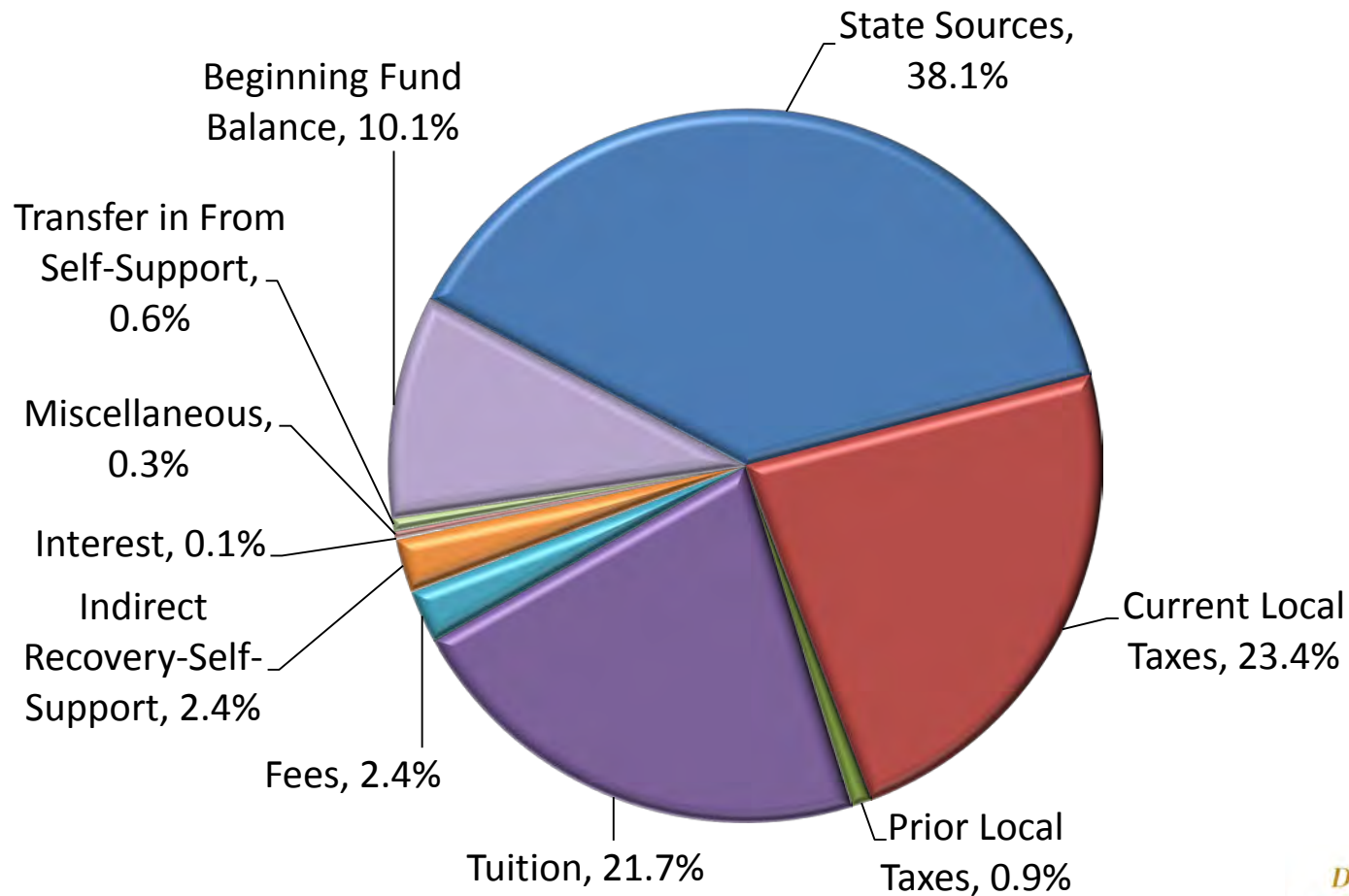
RESOURCES:	
FY2015-16 Adopted Budget	\$78,280,000
State revenue	+\$1,800,000
Net tuition and fees	+\$30,000
Current and prior local taxes	+\$390,000
Indirect Recovery/Interest/Miscellaneous revenue	+\$70,000
Increased budgeted carryover	<u>+\$1,650,000</u>
Total	+\$3,940,000
FY 2016-17 Proposed Budget	\$82,220,000

FY2016-17 General Fund Resources³¹

Source	Amount
State Funding	\$31,330,000
Tuition	\$17,850,000
Fees	\$2,000,000
Current Local Taxes	\$19,200,000
Prior Local Taxes	\$700,000
Indirect Recovery/Interest/Miscellaneous	\$2,340,000
Transfer in from Self-Support	\$500,000
Beginning Fund Balance	\$8,300,000
Total Resources	\$82,220,000

General Fund Resources 2016-17

Total: \$82,220,000



Budget Assumptions and Decisions ³³

Expenditures

- All eligible faculty employees will receive a step increase. A 2.5% increase to the faculty salary table per the bargaining agreement.
- Classified employees are currently in negotiations.
- Increases to exempt employees are currently undetermined.
- A 1.2% increase for the employer-paid portion of medical, dental and vision insurances (faculty and exempt).
- No percentage increase to adjunct, hourly, or student budgets.
- Targeted reductions in adjunct due to reduced enrollment.
- No across the board increase to materials and services or capital amounts.
- Targeted increases to M&S
- Increased non-mandatory transfers for additional scholars and a Banner enhancement for Human Resources and Payroll.
- Increased contingency and unappropriated EFB for added flexibility and savings.

Budget Changes-Expenditures

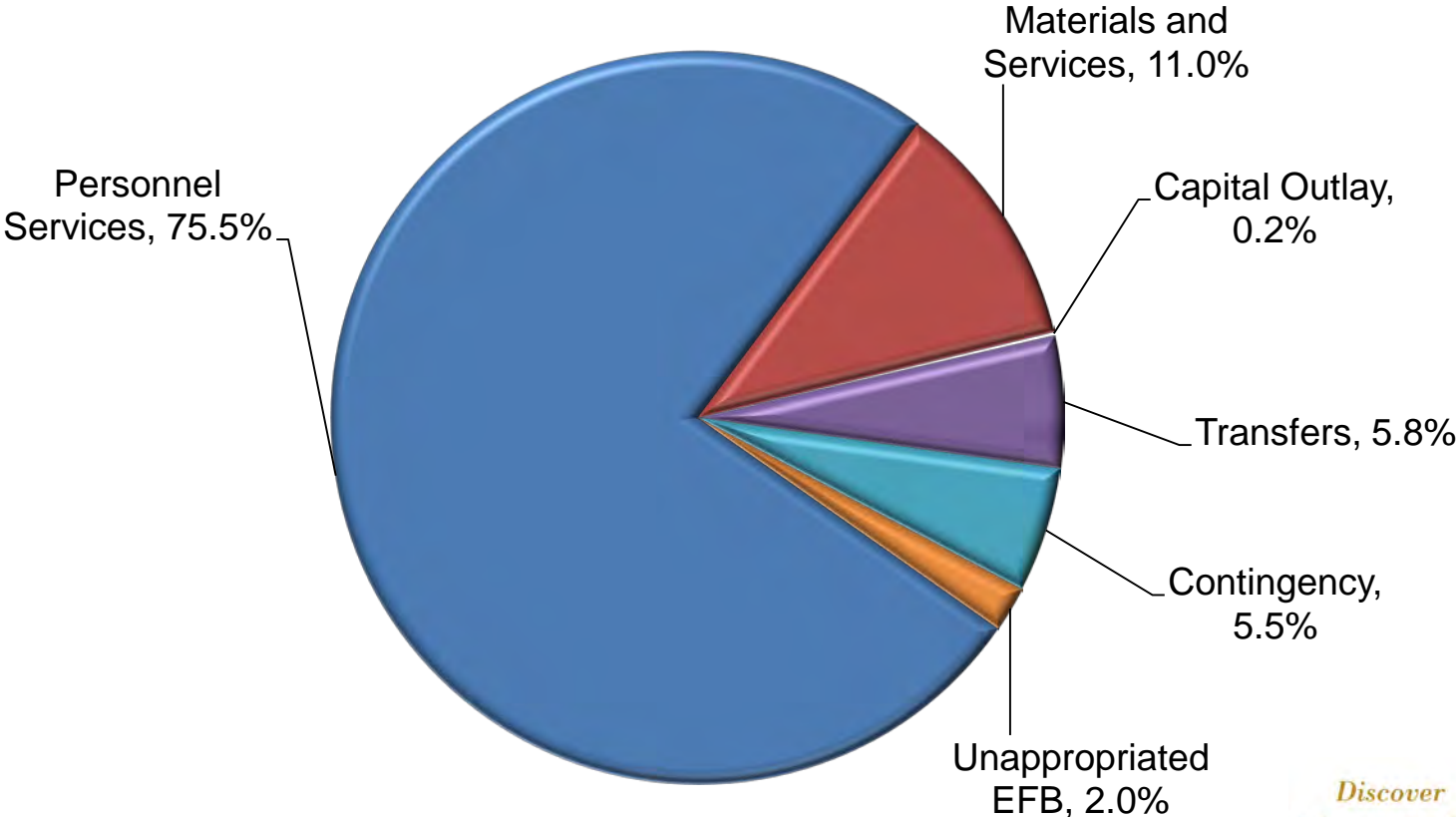
EXPENDITURES:	
FY 2015-16 Adopted Budget	\$78,280,000
Total Investments	+\$625,000
Move Trial Status positions from Self-Support to General Fund	+\$482,000
Targeted Adjunct reductions (salary and fringes)	-\$328,000
Estimated Cost of Increases to Employee Salaries and Benefits	+\$1,421,000
M&S increases	+\$60,000
Transfers	+\$180,000
Contingency	+\$1,000,000
Unappropriated Ending Fund Balance	<u>+\$500,000</u>
Total	+\$3,940,000
FY 2016-17 Proposed Budget	\$82,220,000

FY 2016-17 General Fund Expenditures

Expenditures	Amount
Personnel Services	\$62,096,682
M & S	\$9,056,004
Capital	\$141,814
Transfers	\$4,775,500
Contingency	\$4,500,000
Unappropriated Ending Fund Balance	\$1,650,000
Total Resources	\$82,220,000

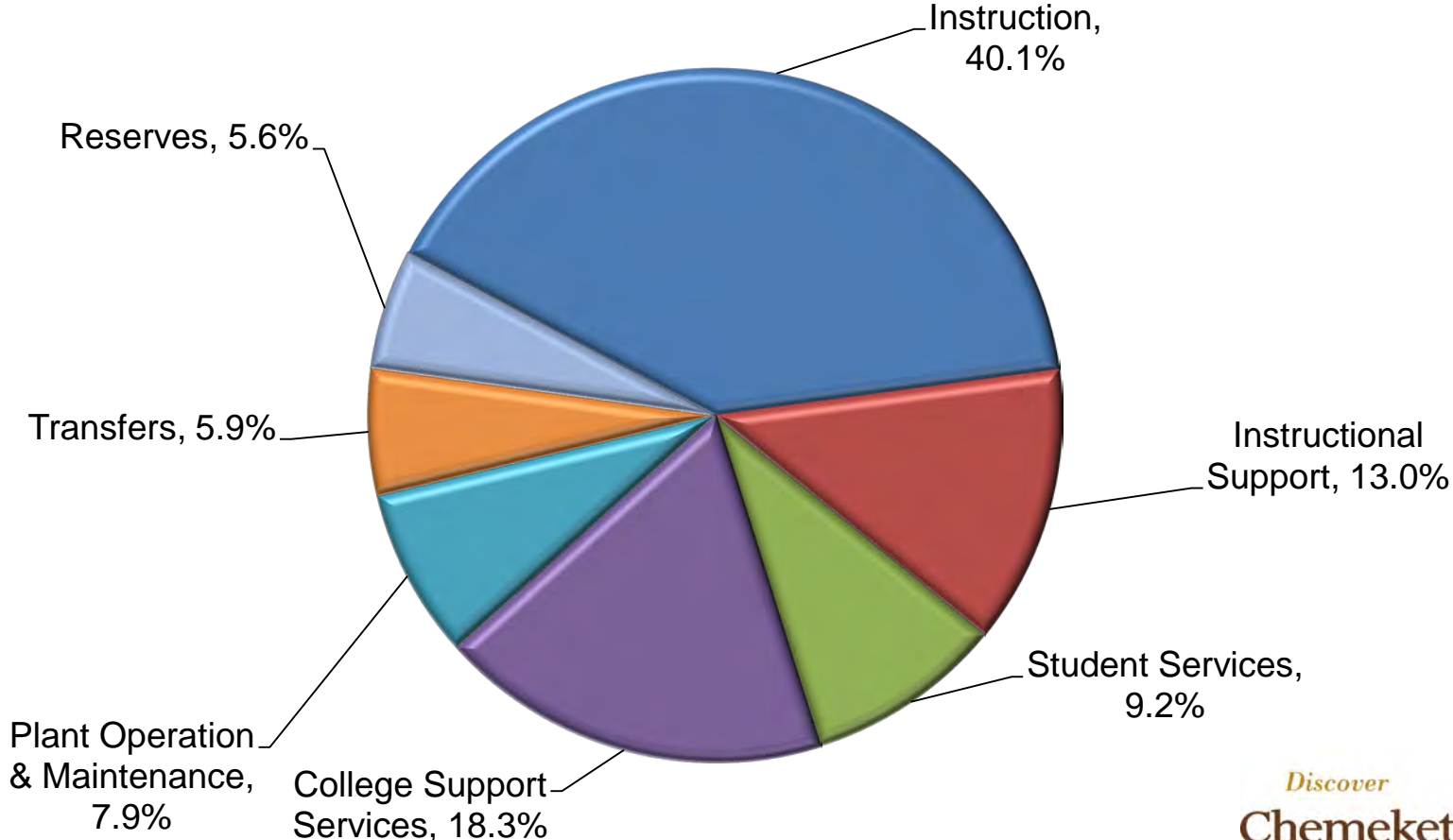
General Fund Expenditures 2016-17 36

Total: \$80,570,000
Unappropriated EFB: \$1,650,000



General Fund Expenditures 2016-17 37

Total: \$80,570,000
Unappropriated EFB: \$1,650,000



Investments

Jim Eustrom

Definitions

Acronym	Name
APRES	Academic Progress and Regional Education Services
CCBI	Chemeketa Center for Business and Industry
CSSD	College Support Services Division
CTE	Career and Technical Education
G&A	Governance and Administration
GETS	General Education and Transfer Studies
ISS	Instruction and Student Services
PO	President's Office
SDLR	Student Development and Learning Resources

Investments

Presidents Office and Governance

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
PO	Diversity and Equity	N/A	Enhance employee training opportunities	M&S	\$5,000	Student Success
G&A	Human Resources	1.00	New position for ACA and sick leave law	Classified	\$63,958	All
G&A	Human Resources	0.15	Financial Services Technician-increase position from 50% to 65%	Classified	\$11,208	All
	TOTAL PO & G	1.15			\$80,166	

Investments

College Support Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
CSSD	Business Services	0.25	Accounts Payable-from 75% GF/25% SS to 100% GF	Classified	\$14,565	All
CSSD	Information Technology	0.50	Technology Support Specialist-from 100% SS to 50% GF/50% SS	Classified	\$37,213	All
CSSD	Information Technology	0.50	Manager Network Systems-from 75% IC/25% GF to 25% IC/75% GF	Exempt	\$65,161	All
CSSD	Information Technology	1.00	New position for media support	Classified	\$63,958	Academic Quality
CSSD	Public Safety	N/A	To cover increased expenses	M&S	\$40,000	All
	TOTAL CSSD	2.25			\$220,897	

Investments

Instruction and Student Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
APRES	Academic Development	N/A	Dallas/Woodburn-continue free GED practice tests	M&S	\$5,200	Access
APRES	Dallas Center	0.50	New Instructional Technician at Dallas for evenings and weekends	Classified	\$28,298	Access
APRES	Woodburn Center	0.37	Instructional Technician- from 63% GF/37% SS to 100% GF and increase from 10 to 11 months-for evenings and weekends	Classified	\$20,941	Access
CTE	Applied Technologies	N/A	Drafting-rapid prototype supplies	M&S	\$10,000	Academic Quality
CTE	Applied Technologies	N/A	Engineering-class supplies	M&S	\$800	Academic Quality

Investments

Instruction and Student Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
CTE	Applied Technologies	N/A	Welding-increased cost of materials	M&S	\$10,000	Academic Quality
CTE	CTE Administration	N/A	CCBI Facility/Event Scheduling-contracted services	M&S	\$18,000	Community Collaboration
CTE	Emergency Services	0.35	New Instructional Technician 35% GF/65% SS-Brooks-for evenings and weekends	Classified	\$19,808	Access
GETS	Health, Human Performance and Athletics	N/A	Instructional Coordinator increase from 11 to 12 months	Classified	\$4,751	Student Success
SDLR	Counseling and Student Support Services	0.10	Counselor from 90% GF/10% SS to 100% GF	Faculty	\$9,743	Student Success

Investments

Instruction and Student Services

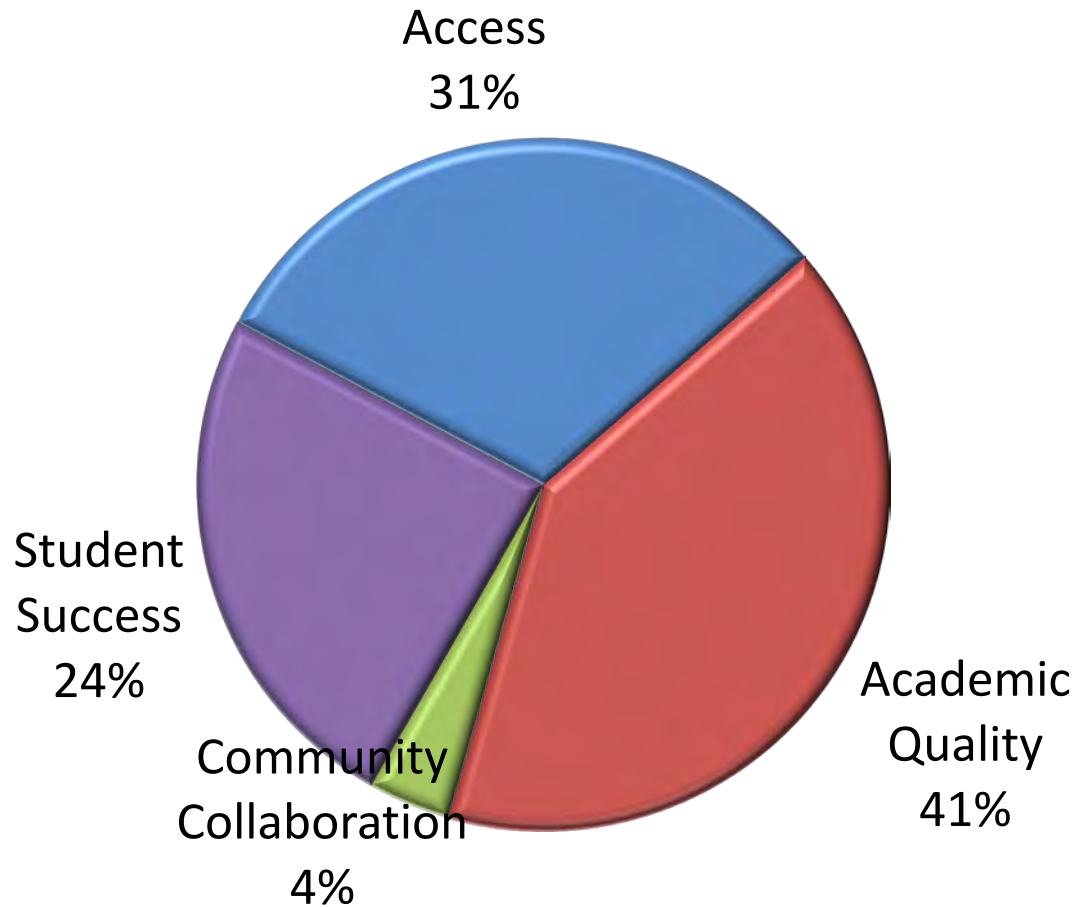
Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
SDLR	Counseling and Student Support Services	0.15	Student Services Technician move 15% of position from Financial Aid funds to GF	Classified	\$9,020	Student Success
SDLR	Counseling and Student Support Services	N/A	Career Center materials and supplies for daily operations	M&S	\$10,000	Student Success
SDLR	Financial Aid	N/A	Phone lines in lobby	M&S	\$4,000	Access
SDLR	Financial Aid	N/A	Travel costs for high school outreach	M&S	\$2,000	Access
SDLR	First Year Programs	1.00	Academic Advisor-move from Carl Perkins funding to GF	Classified	\$66,045	Student Success

Investments

Instruction and Student Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
SDLR	Library and Learning Resources	N/A	Orbis Cascade Alliance annual membership	M&S	\$20,612	Academic Quality
SDLR	Library and Learning Resources	N/A	Orbis Cascade Alliance shared EBook Collection	M&S	\$10,376	Academic Quality
SDLR	Student Retention and College Life	1.00	New Student Services Specialist position-CCP program evening and weekend	Classified	\$63,958	Access
SDLR	Student Retention and College Life	N/A	CCP college visits, trainings and other support services and supplies	M&S	\$10,000	Student Success
	Total ISS	3.47			\$323,552	
	TOTAL College-wide Investments	6.87			\$624,615	

General Fund Investments by Core Themes



Trial Status Positions From Self-Support to General Fund

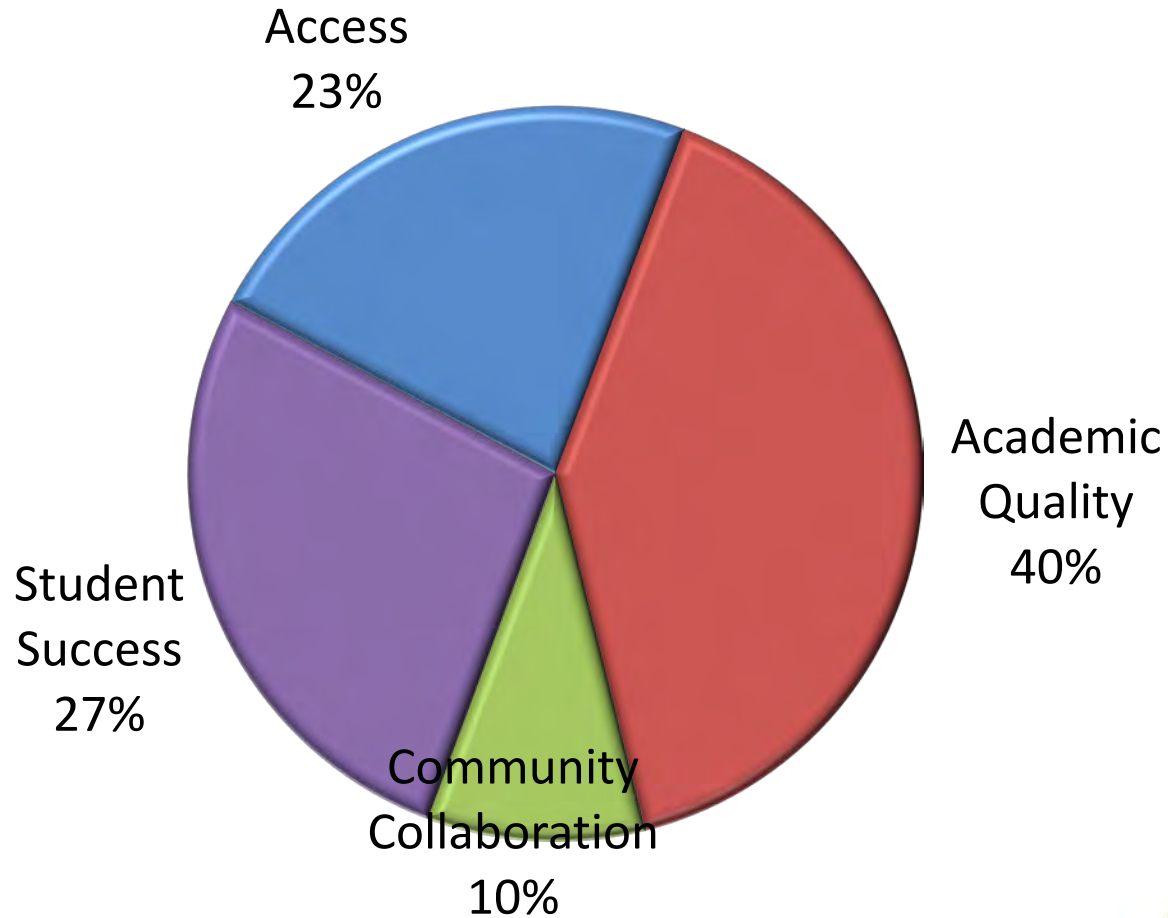
Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
ISS	Math and Science	1.00	Instructor Life Science	Faculty	\$81,472	Academic Quality
ISS	Math and Science	1.00	Instructor Life Science	Faculty	\$78,862	Academic Quality
ISS	Math and Science	1.00	Instructor Chemistry	Faculty	\$84,191	Academic Quality
ISS	Math and Science	0.50	Instructor Physical Science	Faculty	\$53,336	Academic Quality
ISS	Yamhill Valley Campus	1.00	Instructor Biology	Faculty	\$81,472	Academic Quality
ISS	Yamhill Valley Campus	1.00	Instructor Psychology	Faculty	\$103,054	Academic Quality
	Total	5.50			\$482,387	

General Fund FTE Changes

FY2015-16 to FY2016-17

	Adopted FY2015-16	Changes FY2015-16	Proposed FY2016-17	Total FY2016-17
Classified	251.73	0.52	6.27	258.52
Exempt	83.12	1.00	0.50	84.62
Faculty	200.70	1.00	5.60	207.30
Total	535.55	2.52	12.37	550.44

General Fund Budget by Core Themes



Budget Committee Questions on General Fund?

Next Week-Other Funds Presentation

April 20th

4:30 pm