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# 2015-2016 Budget Presentation

Chemeketa Community College  
April 8, 2015

# Budget Publications

## Budget Committee Reference Handbook

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

- Members' roles and responsibilities
- Budget calendar, budget publications descriptions and achievement compact information
- Copies of PowerPoint slides

## 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
- Review the Achievement Compact (SB 1581 – 2012)

# President's Budget Message

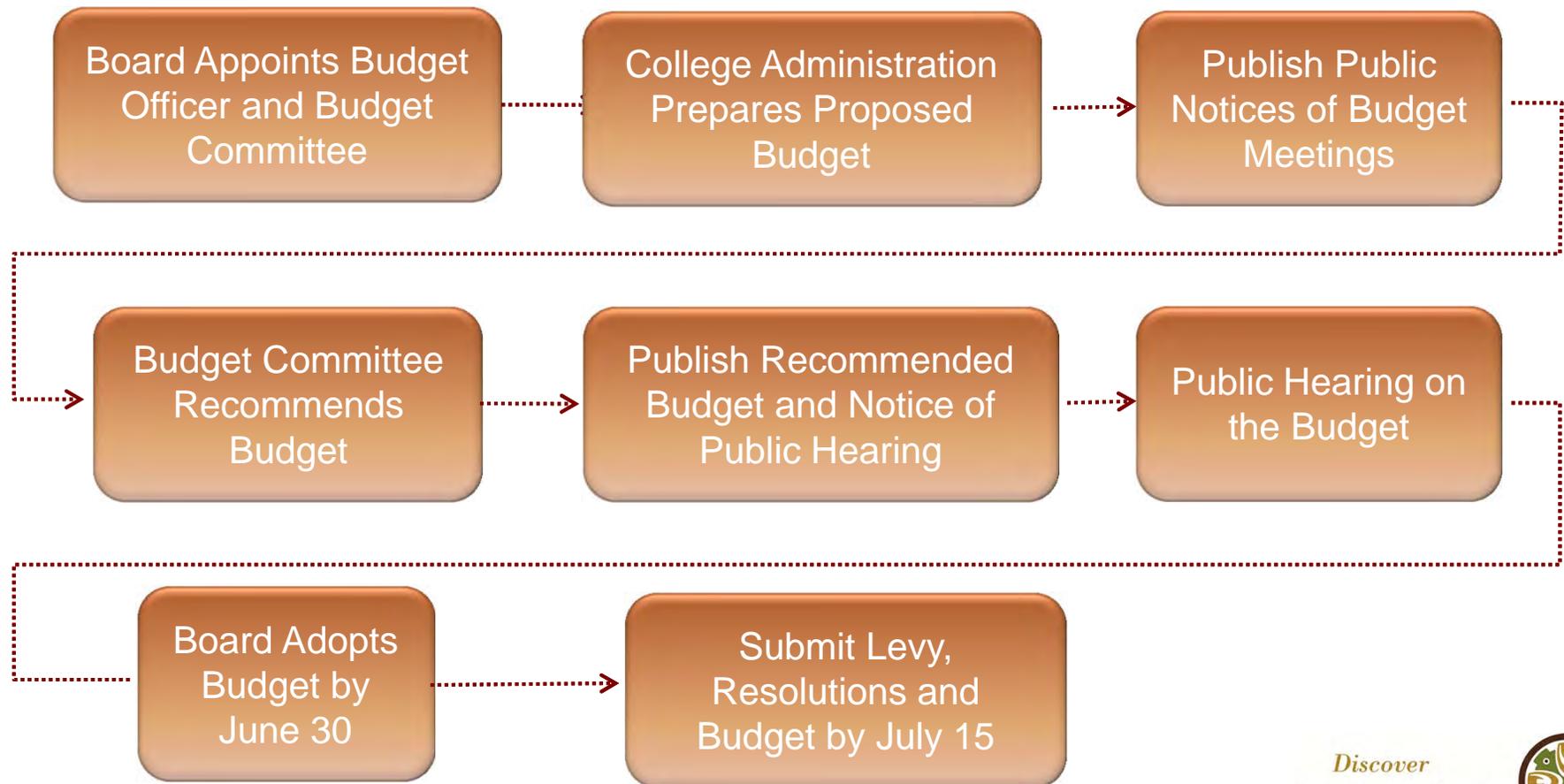
Julie Huckestein

# Budget Process

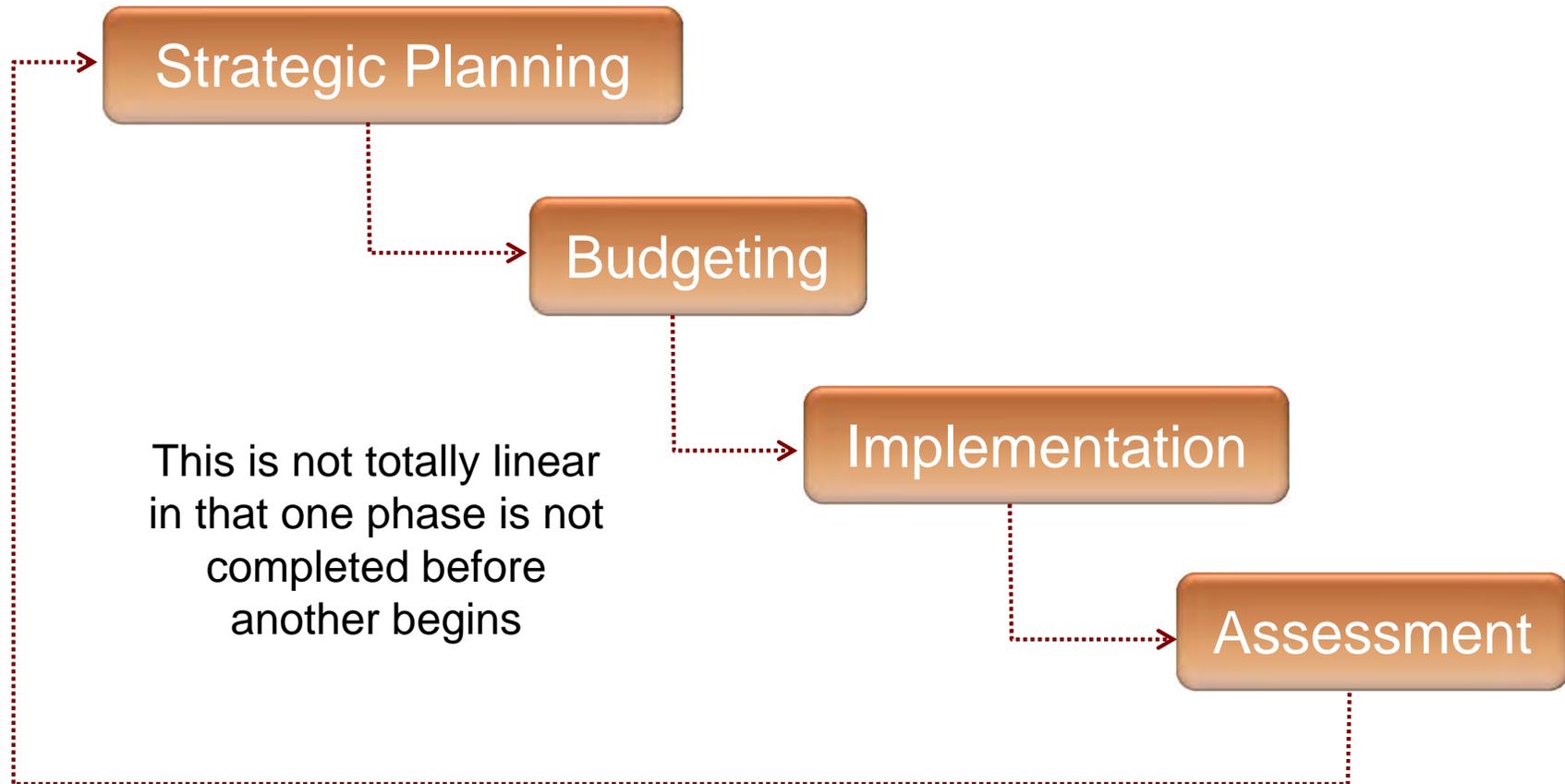
Rich McDonald

# Budget Process Required by State Law

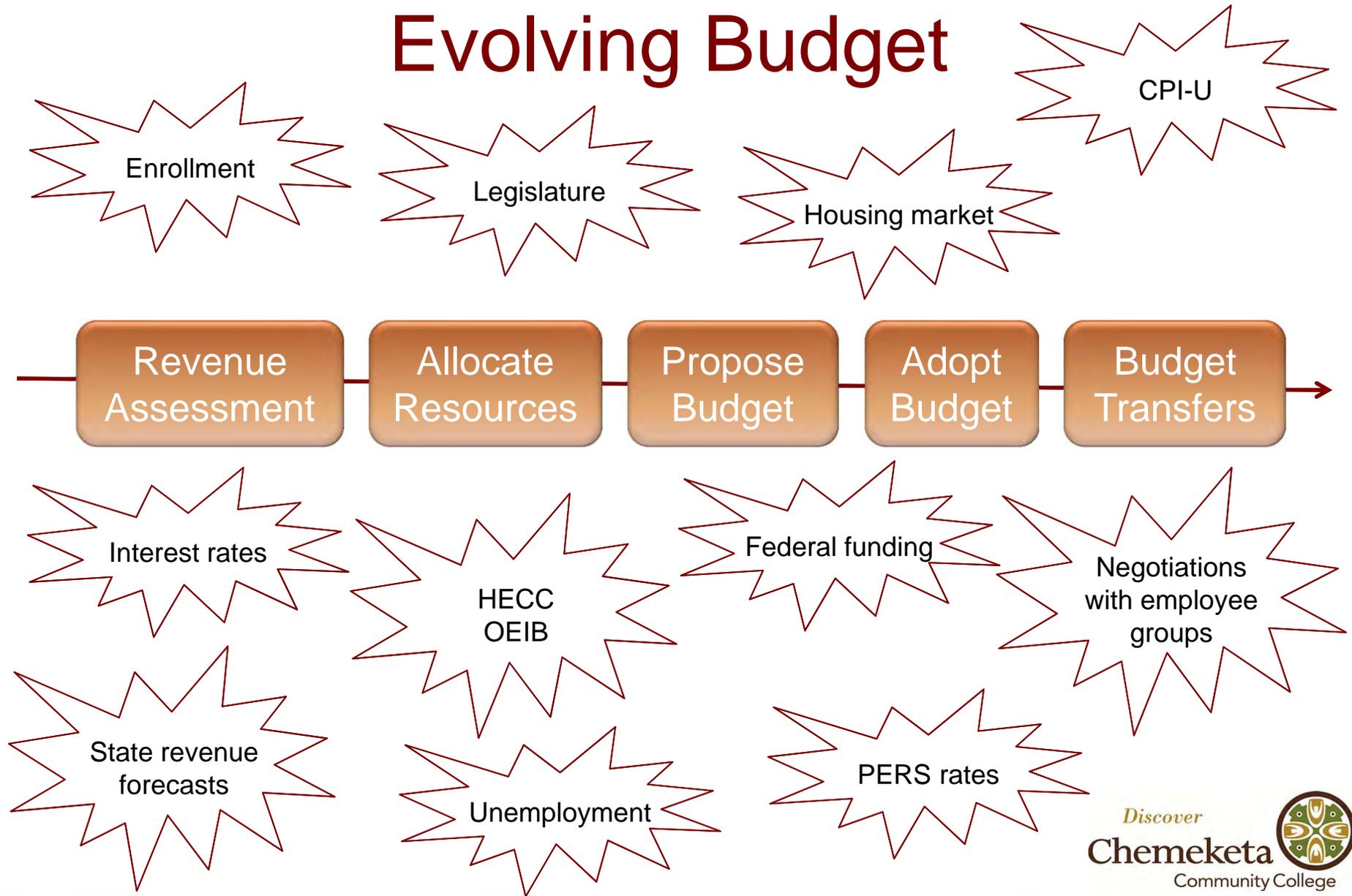
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# Process Flow



# Evolving Budget



# Budget Flowchart

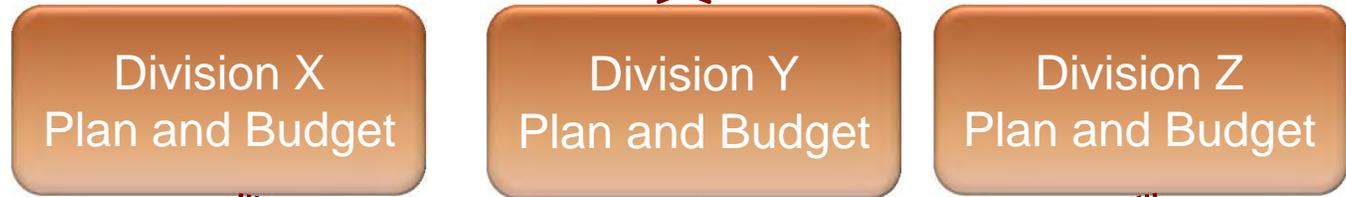
Sep-Oct - Unit Level



Oct-Nov - Department



Nov-Dec - Division



Dec-Jan - Area



# Budget Flowchart-*continued*

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Feb – Executive Team

Propose College  
Plan and Budget

Apr – Budget Committee

Recommend &  
Approve Budget

Jun – College Board of Education

Adopt College  
Budget

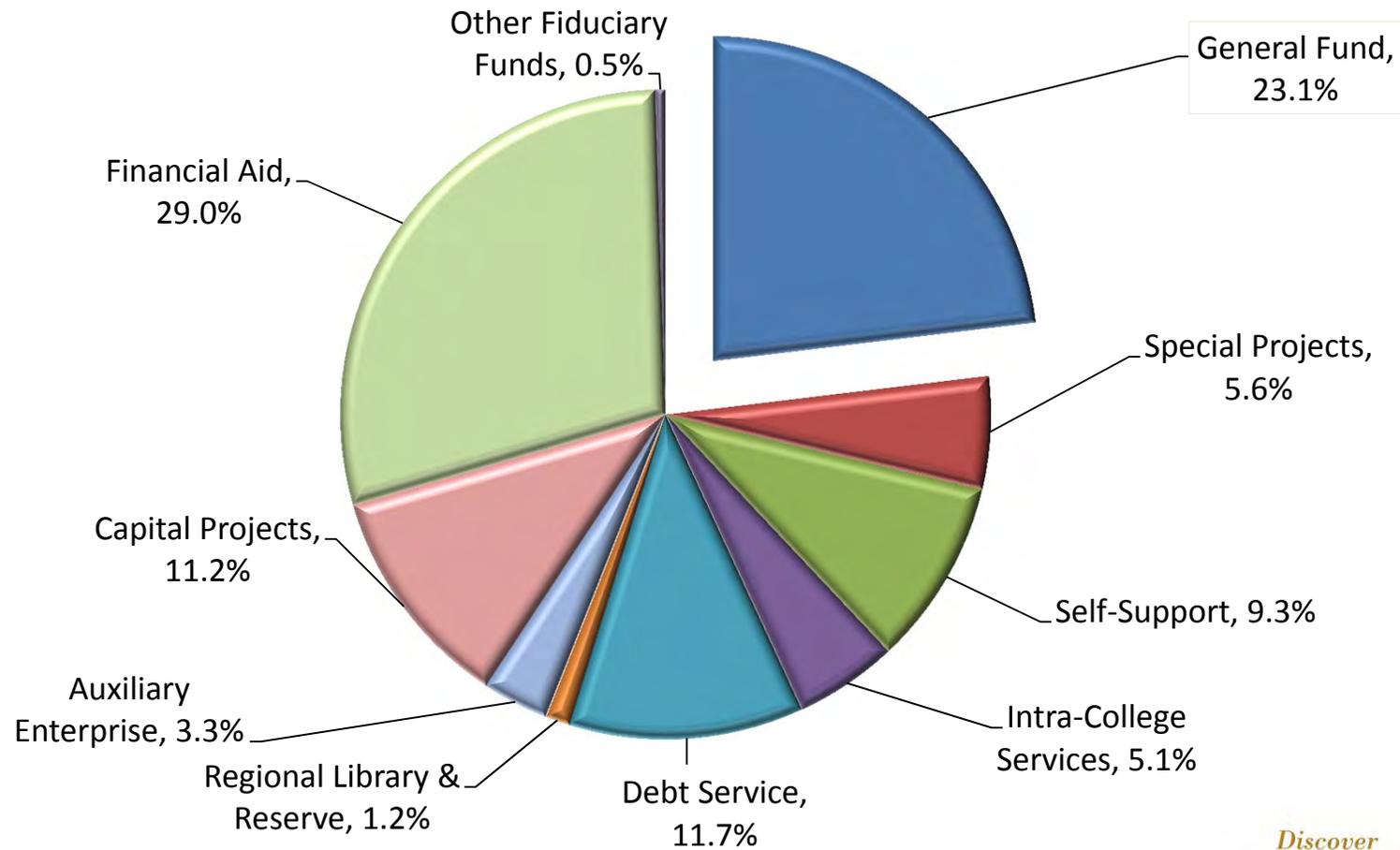
# Budget Activity Highlights

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Begin budget process	Nov 2014
Acceptance of 2013-14 audit	Dec 2014
Budget updates to staff	Jan, Mar & Apr 2015
Develop budget principles: Prioritize investments Analyze implications of proposed changes	Jan 2015 Feb 2015
Tuition and fees set by the Board	Feb 2015
Budget proposal finalized by Executive Team	Feb 2015
Presentation of budget	Apr 2015
Public comment on the budget	Apr 2015
Public hearing	May 2015
Board adoption	Jun 2015

# Summary of All Funds

Total: \$332,609,844



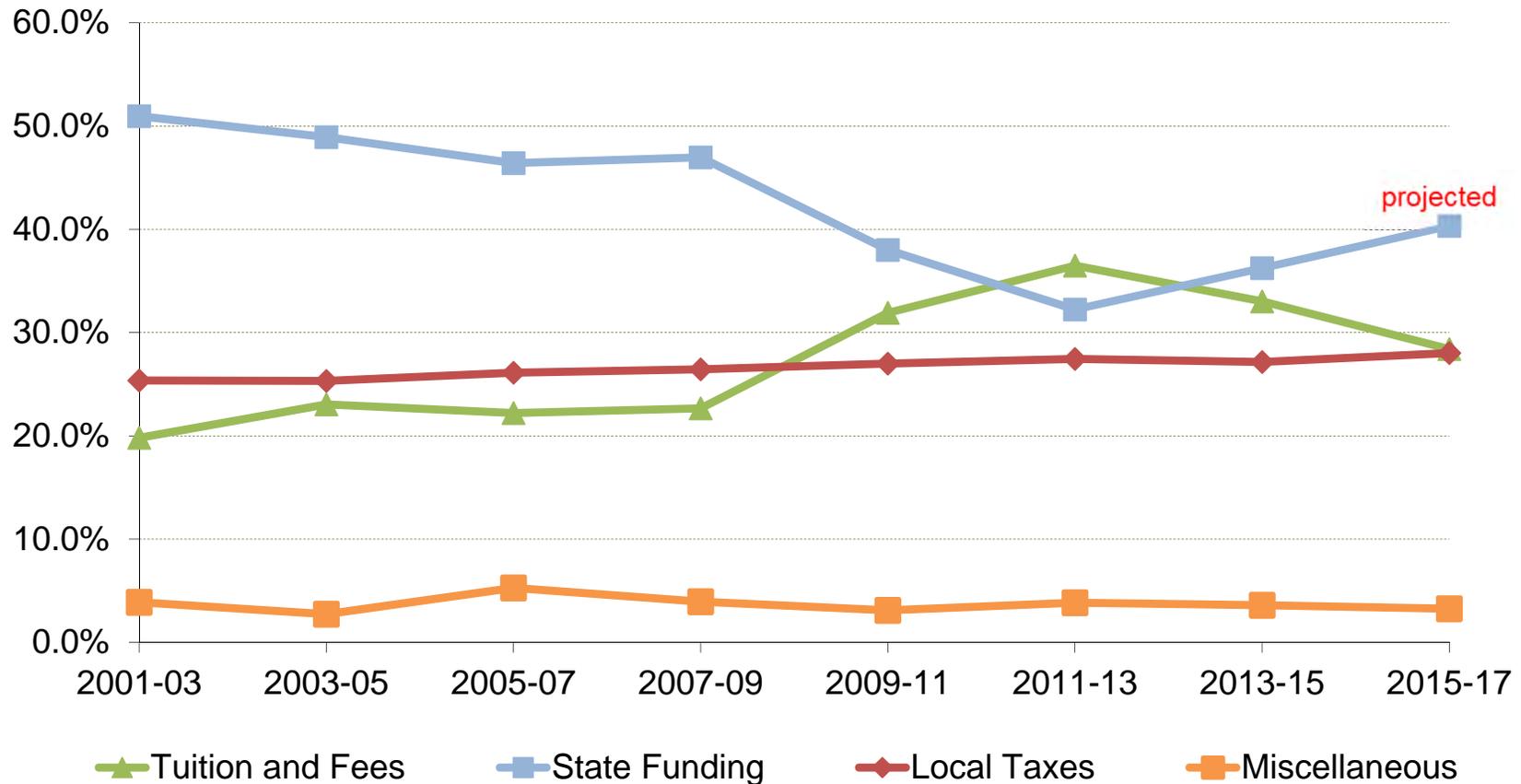
# General Fund

Rich McDonald

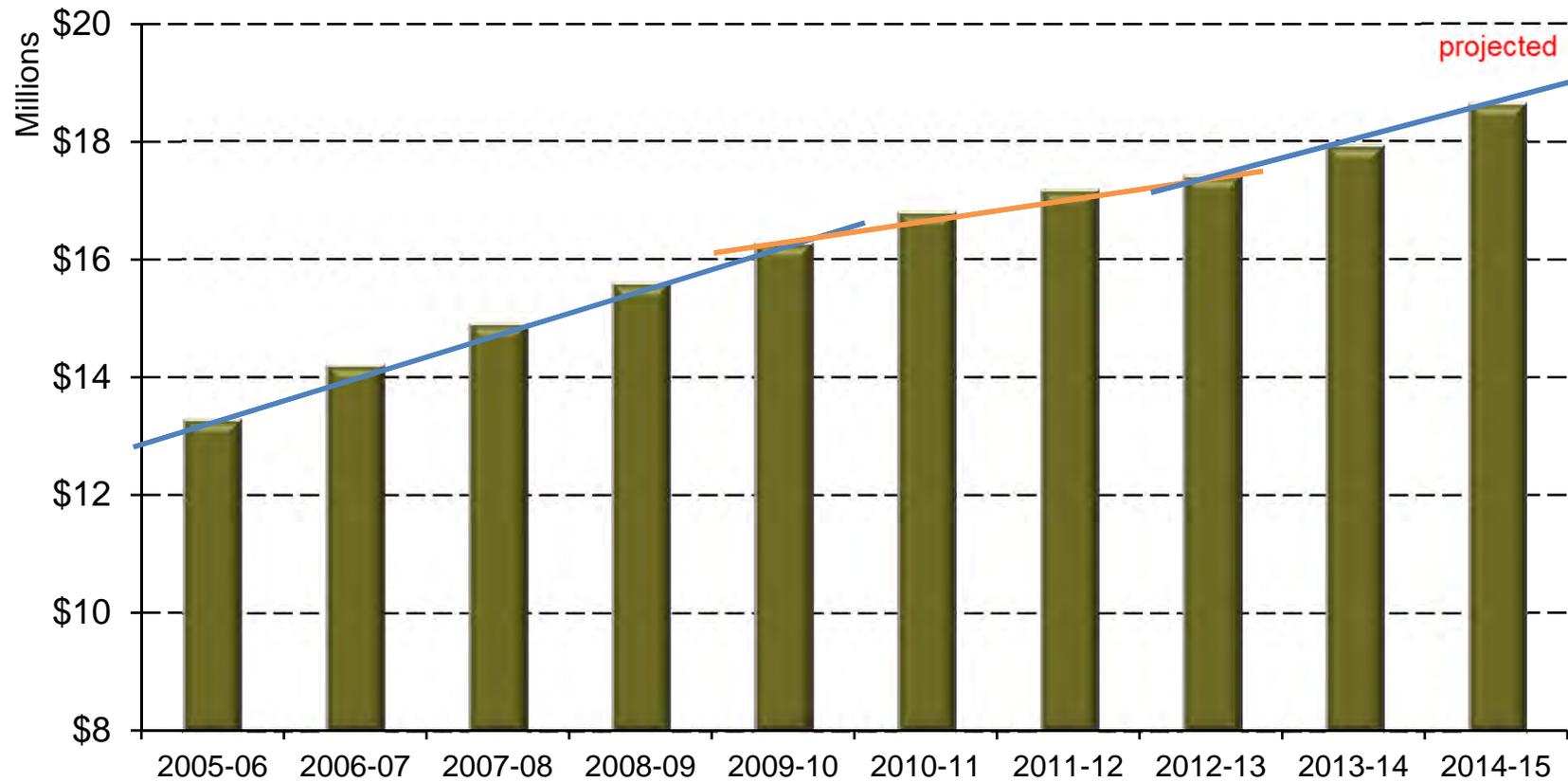
# History of Funding Sources

Rich McDonald

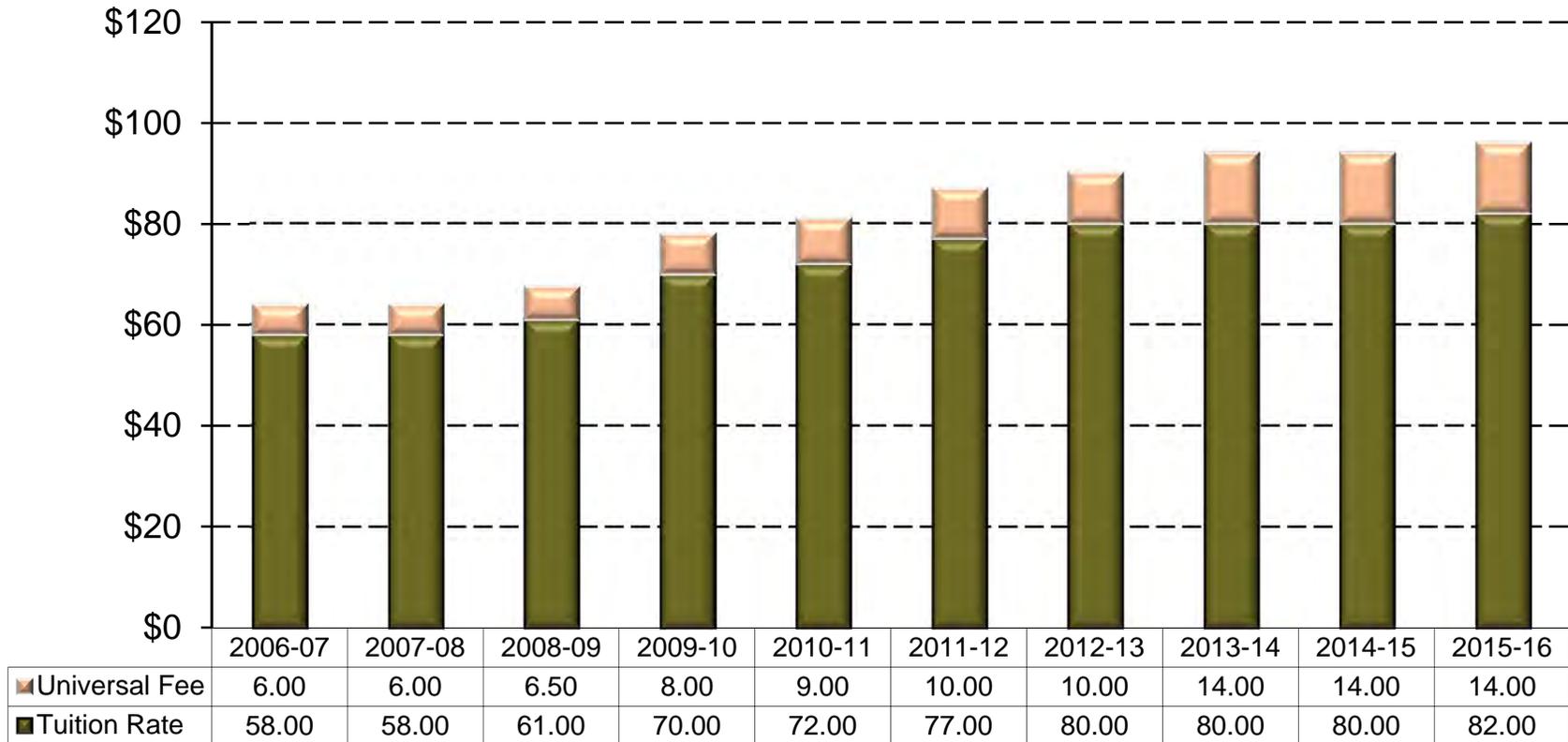
# General Fund Sources of Revenue



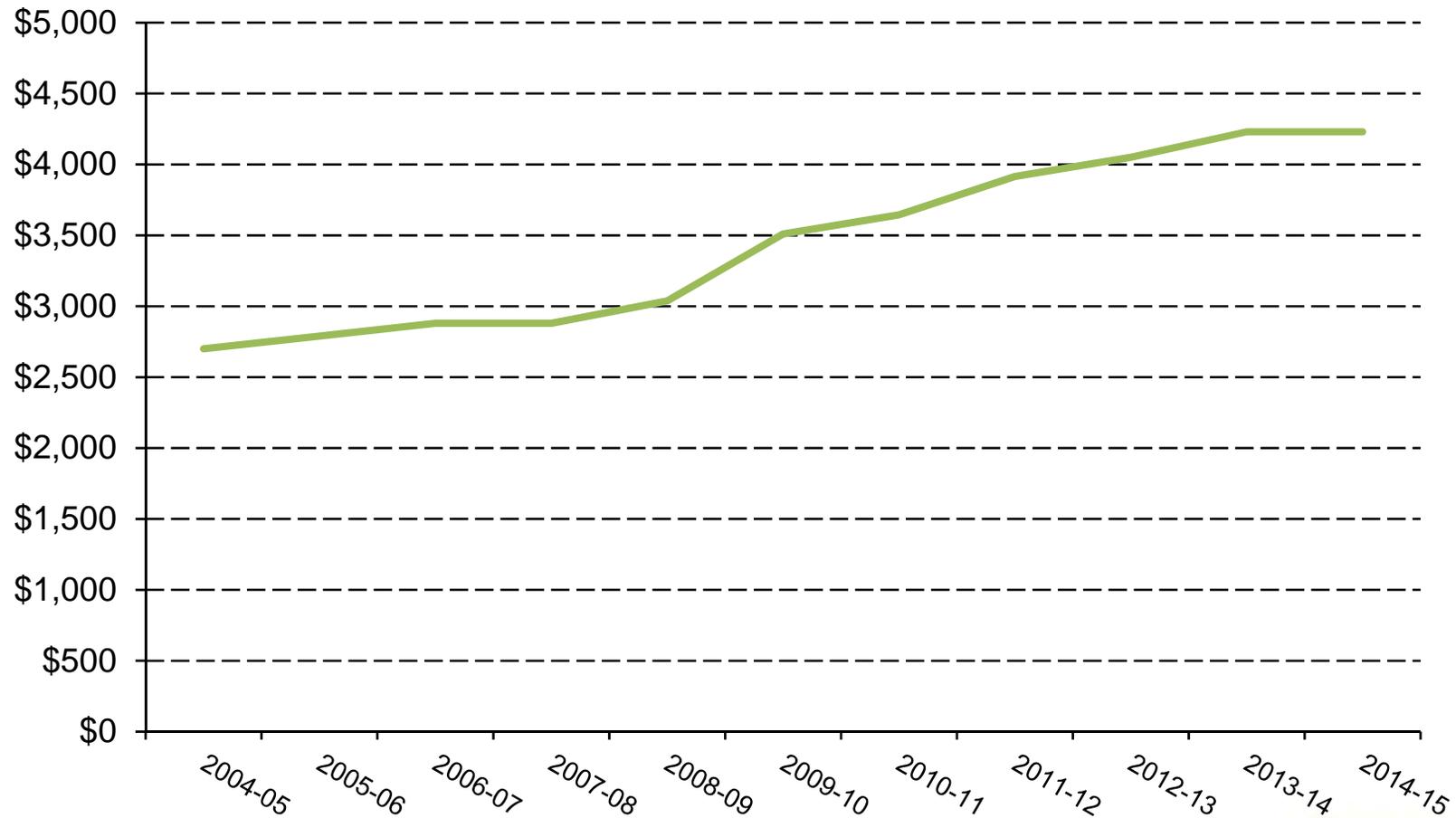
# Property Taxes



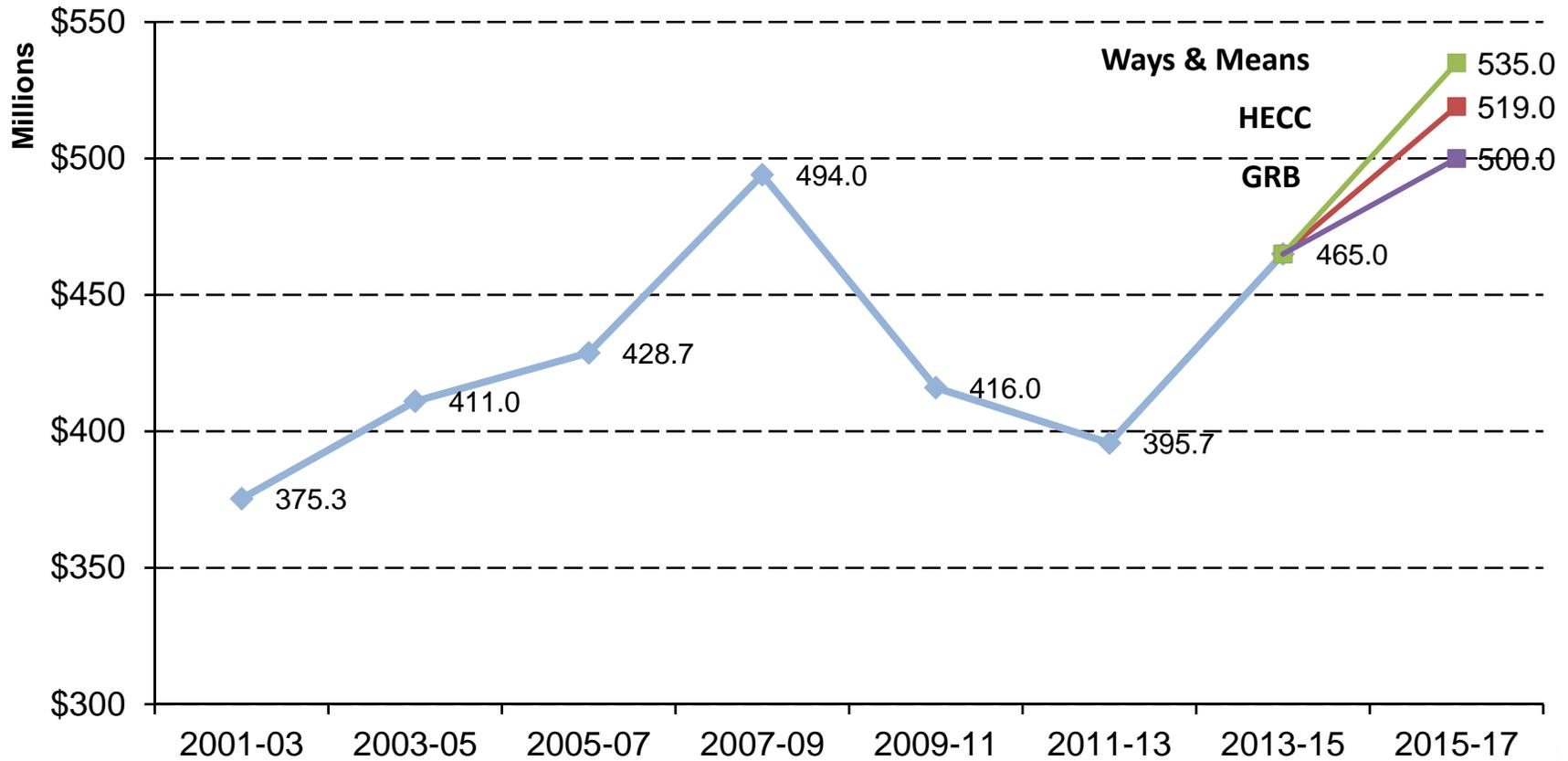
# Tuition Rate plus per Credit Fees



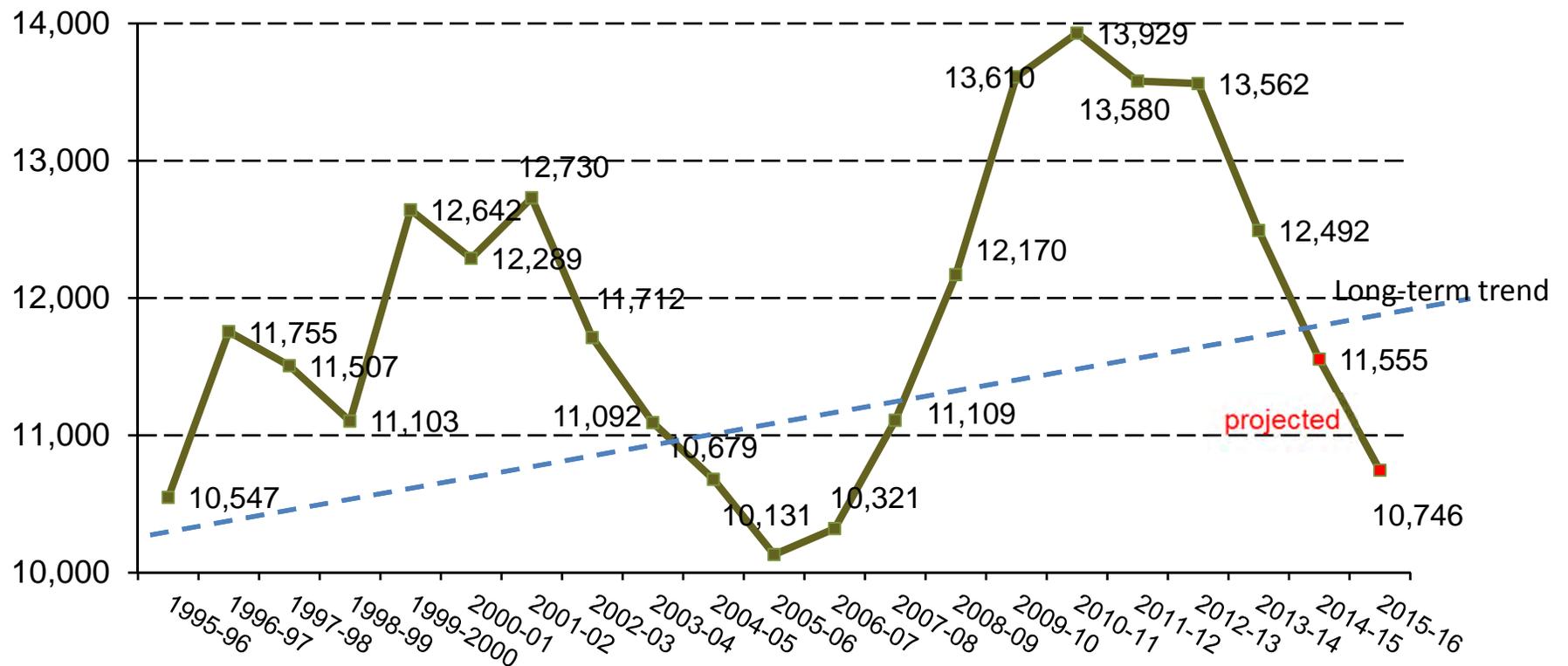
# Annual Tuition and Fees for a Student Taking 45 Credit Hours per Year



# State Allocation to Community Colleges



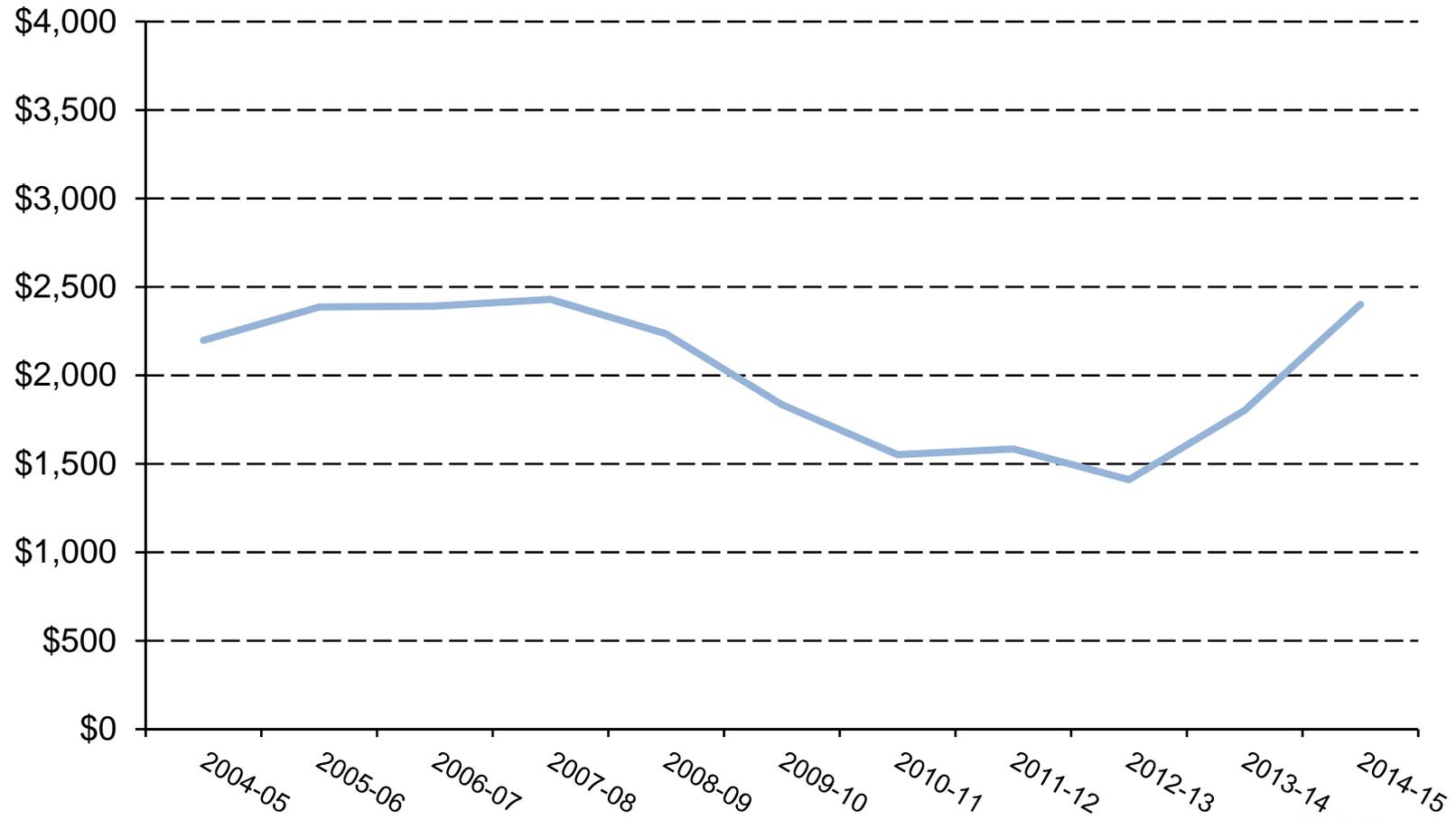
# Chemeketa Student FTE



# Funding Based on FTE

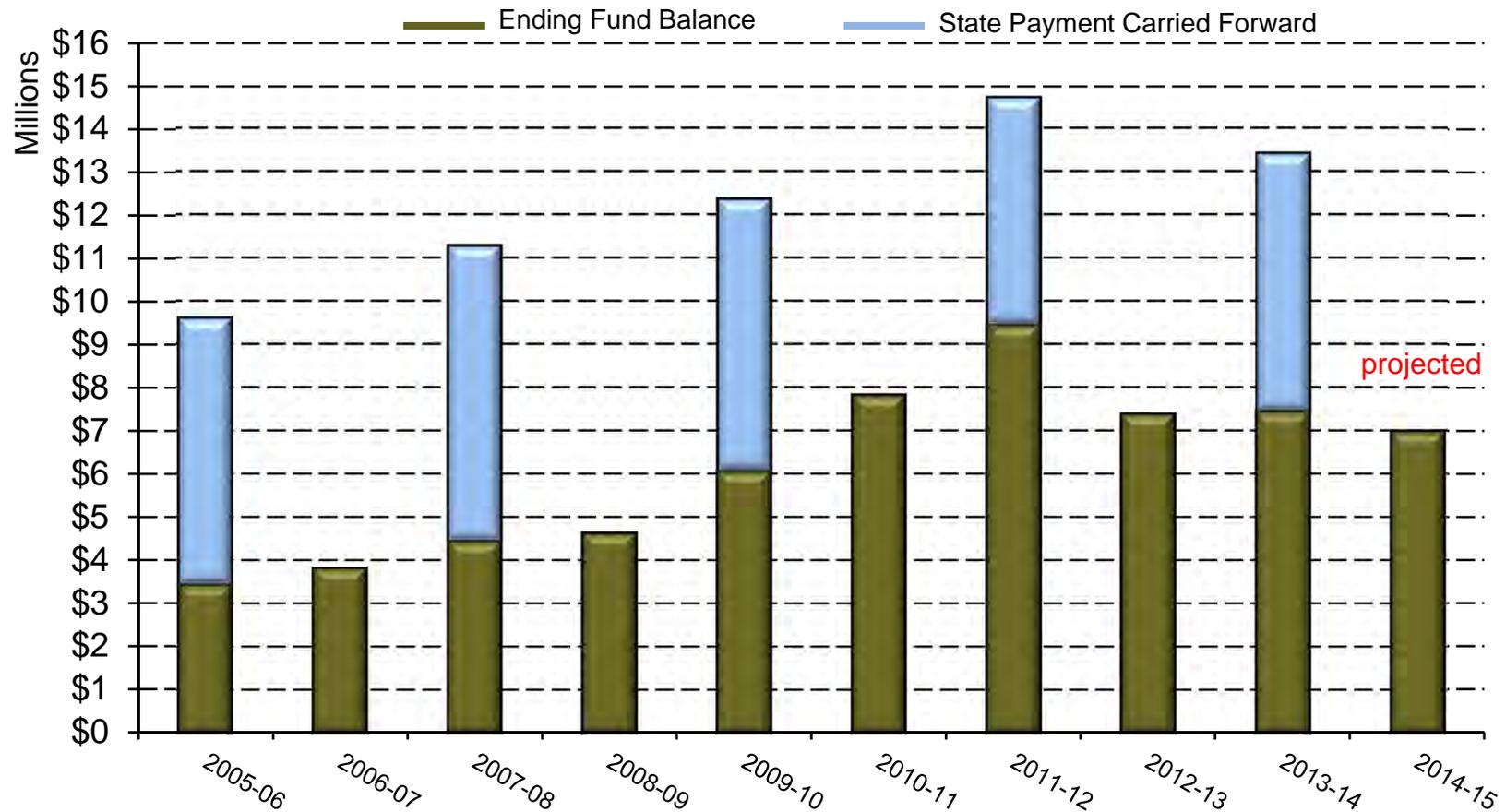
<b>Funding Formula</b>	<b>61.5%</b>
Driven by FTE	
Amount available set by legislature and constitution (includes state support and property taxes)	
<b>Tuition and Fees</b>	<b>26.4%</b>
Driven by FTE	
X	
Rate set by Chemeketa Board	
<b>Total</b>	<b>87.9%</b>

# Annual State Support per FTE



# Ending Fund Balance

## Audited



# Budget Development FY 2015-16

Rich McDonald

# Budget Principles 2015-16

- Ensure the college's core themes/promises are fulfilled
  - **College Prep:** College preparation, workforce readiness, lifelong learning
  - **Transition & Transfer Studies:** Transition from high school to college and university study
  - **Workforce Education:** Community support through excellence in technical training, workforce development and business support
- Ensure that investment and reduction decisions consider the impact on the strategic goals of the college:
  - Student success
  - Sustainability
  - Quality

# Budget Principles 2015-16

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*continued*

- Invest in initiatives, strategies, programs and operations that will positively impact progress on the college's Achievement Compact targets for completion and student success.

# Budget Principles 2015-16

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*continued*

- 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

# Budget Principles 2015-16

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*continued*

- Seek cost sharing and revenue producing opportunities that support our core themes/promises, such as grants, partnerships, self-support ventures and foundation assistance that may augment operations.

# Funding Scenarios for FY2015-16

State Appropriation	Tuition Rate
\$500 million or less	+\$2/credit hour
>\$500 million and <\$535 million	+\$1/credit hour
\$535 million or more	No increase

\* For 2014-15 base tuition is \$80 & universal fee is \$14

# Funding Scenarios for FY2015-16

State Appropriation	Tuition Rate
\$500 million or less	+\$2/credit hour
>\$500 million and <\$535 million	+\$1/credit hour
\$535 million or more	No increase

\* For 2014-15 base tuition is \$80 & universal fee is \$14

# Budget Assumptions and Decisions

## Resources

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- State funding-from the range of \$500 to \$535 million, used \$500 million to develop the budget.
- Tuition rate increase by \$2 per credit hour to \$82. Universal fee remains the same at \$14. Depending on the level of state funding, either \$1 or \$2 of tuition would be rescinded.
- Due to projected enrollment losses, expected decline in total tuition and fee revenue of \$940,000.
- Current local taxes-projected a 3% rate of growth. A return to the normal rate of growth.
- Prior local taxes revenue increased by \$20,000
- Miscellaneous revenue increased by \$170,000
- No change in transfer in from Self-Support.
- Anticipate \$50,000 more in beginning fund balance carried over from FY2014-15.

# Budget Changes-Resources

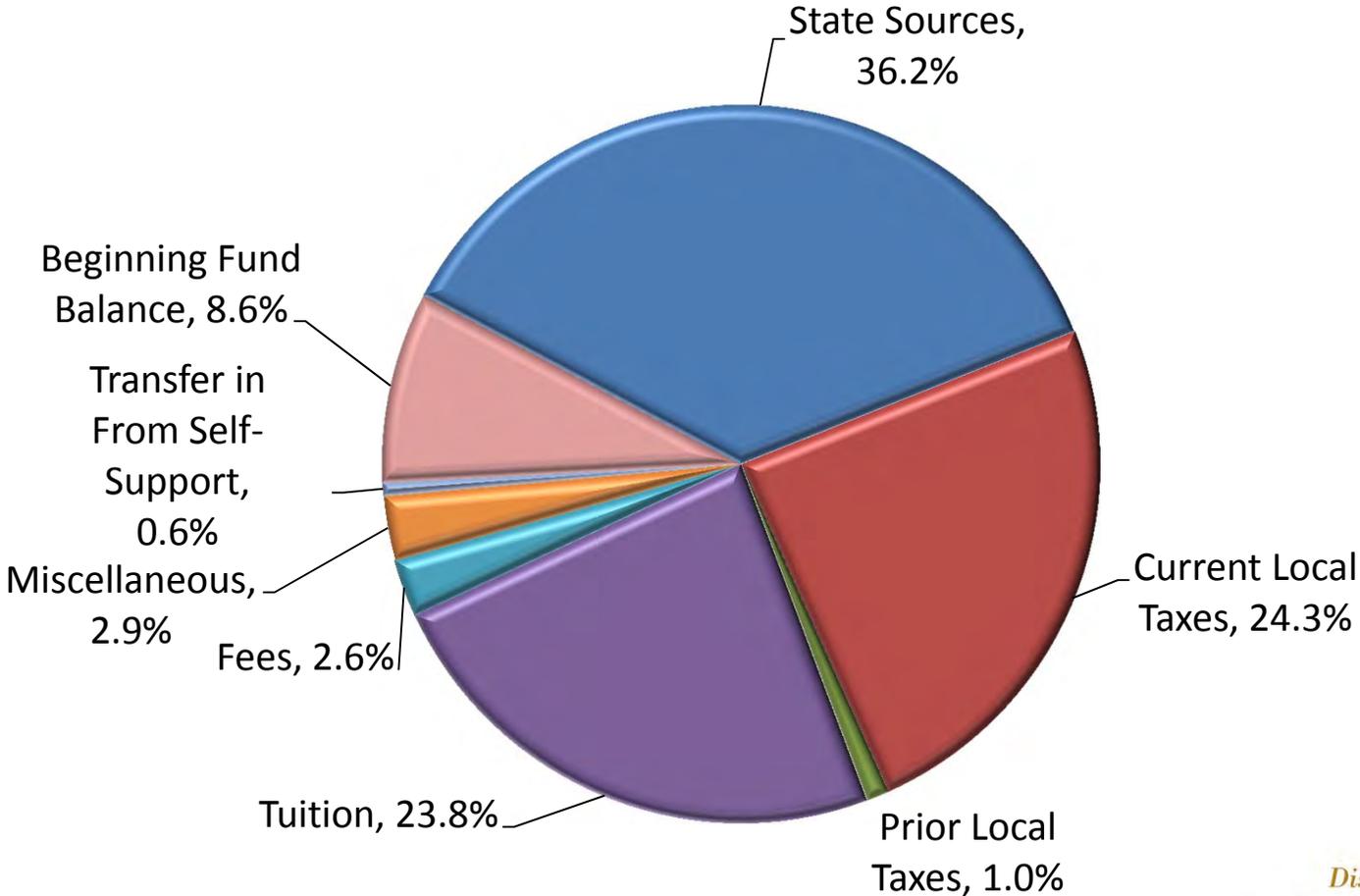
RESOURCES:	
FY2014-15 Adopted Budget	\$73,920,000
State revenue at \$500 million	+\$2,060,000
Net tuition and fees	-\$940,000
Current and prior local taxes	+\$1,740,000
Miscellaneous revenue	+\$170,000
Increased budgeted carryover	+\$50,000
Total	+\$3,080,000
FY 2015-16 Proposed Budget	\$77,000,000

# FY2015-16 General Fund Resources<sup>33</sup>

Source	Amount
State Funding	\$27,750,000
Tuition	\$18,305,000
Fees	\$2,015,000
Current Local Taxes	\$18,740,000
Prior Local Taxes	\$770,000
Miscellaneous	\$2,270,000
Transfer in from Self-Support	\$500,000
Beginning Fund Balance	\$6,650,000
Total Resources	\$77,000,000

# General Fund Resources 2015-16

Total: \$77,000,000



# Budget Assumptions and Decisions <sup>35</sup>

## Expenditures

- A 2.4% increase to classified and exempt salary tables and 1.5% for the faculty salary table.
- All eligible faculty employees will receive a step increase. No step increases for classified or exempt employees.
- A 2.4% increase for the employer-paid portion of medical, dental and vision insurances.
- A 2.4% increase to hourly dollars.
- No increase to faculty adjunct or student hourly dollars.
- A 2% increase to materials and services and capital amounts.
- No change to transfers out.
- Increased contingency and unappropriated EFB in case state funding is less than \$500 million.

# Budget Changes-Expenditures

EXPENDITURES:	
FY 2014-15 Adopted Budget	\$73,920,000
Estimated Cost of Increases to Employee Salaries and Benefits	+\$1,177,000
M&S and Capital increases	+\$303,000
Contingency	+\$1,500,000
Unappropriated Ending Fund Balance	+\$100,000
Total	+\$3,080,000
FY 2015-16 Proposed Budget	\$77,000,000

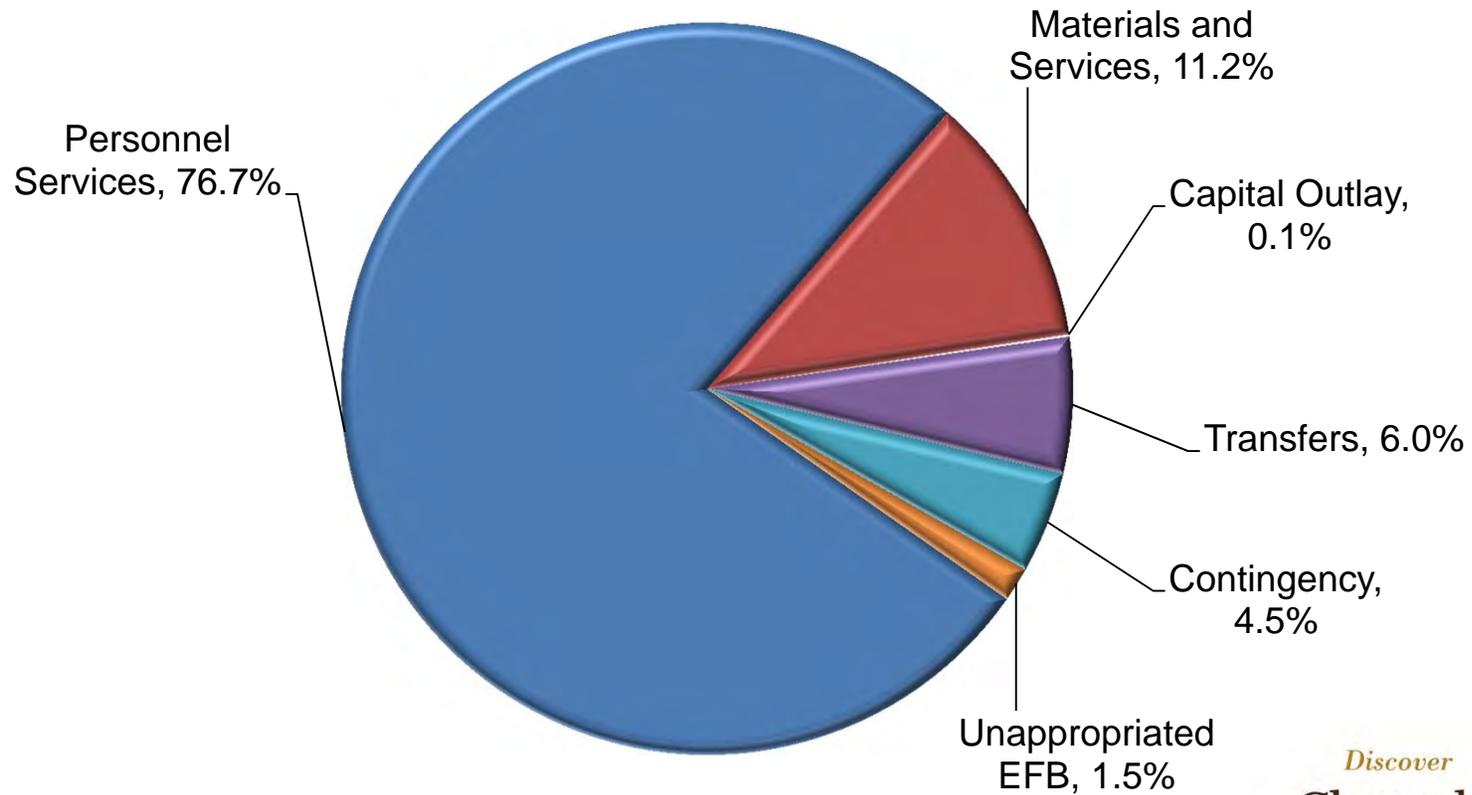
# FY 2015-16 General Fund Expenditures

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Expenditures	Amount
Personnel Services	\$59,052,490
M & S	\$8,610,196
Capital	\$91,814
Transfers	\$4,595,500
Contingency	\$3,500,000
Unappropriated Ending Fund Balance	\$1,150,000
Total Resources	\$77,000,000

# General Fund Expenditures 2015-16 38

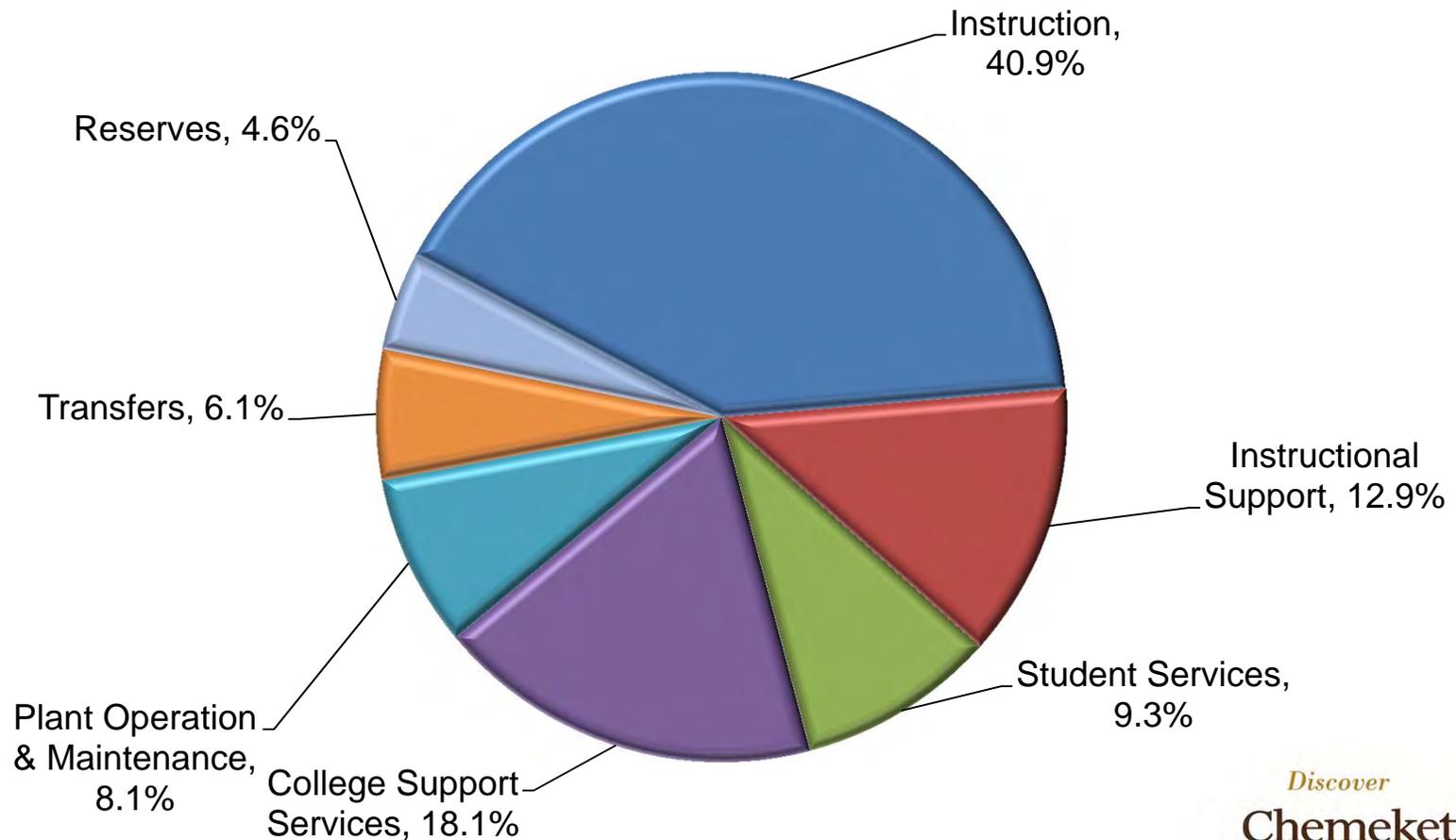
Total: \$75,850,000  
Unappropriated EFB: \$1,150,000



# General Fund Expenditures 2015-16 <sup>39</sup>

Total: \$75,850,000

Unappropriated EFB: \$1,150,000



# Reductions and Investments State Funding @ \$500 million

Jim Eustrom

# Definitions

Acronym	Name
APRES	Academic Progress and Regional Education Service
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 and Reductions Presidents Office and Governance

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
G&A	College Advancement	-1.0	Eliminate vacant Director Institutional Research position	Exempt	-\$107,725	All
G&A	Governance	N/A	Eliminate presidential search budget	M&S	-\$75,000	All
G&A	Governance	1.0	New compliance position	Exempt	+\$100,754	All
G&A	Marketing	0.5	Department Technician- From 50% to 100% GF	Classified	+\$29,381	All
G&A	Marketing	N/A	M&S to fund part-time hourly-recruitment	M&S	-\$13,373	All
G&A	Marketing	N/A	M&S to fund part-time hourly-recruitment	Hourly	+\$13,373	All
	<b>TOTAL PO &amp; G</b>	<b>0.50</b>			<b>-\$52,590</b>	

# Investments and Reductions College Support Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
CSSD	Business Services	+0.35	AR position-50% to 85% GF From Self-Support	Classified	+\$25,673	All
CSSD	Business Services	-0.50	Eliminate vacant 50% AP position	Classified	-\$26,222	All
CSSD	Information Technology	N/A	Ellucian Data Defense annual support	M&S	+\$77,000	All
	<b>TOTAL CSSD</b>	<b>-0.15</b>			<b>+\$76,451</b>	

# Reductions

## Instruction and Student Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
APRES	Academic Development	N/A	Instructional Tech-Study Skills from 12 to 10 months	Classified	-\$9,520	College Preparation
APRES	Academic Development	N/A	Instructional Tech-ABA/GED from 12 to 10 months	Classified	-\$9,332	College Preparation
APRES	APRES Admin Dual Credit	-1.0	Eliminate vacant Student Services Specialist position	Classified	-\$62,836	College Preparation
APRES	Woodburn Center	-1.0	ABE/GED Instructor	Faculty	-\$95,072	College Preparation
ISS	Yamhill Valley Campus	-1.0	Eliminate retirement position Speech Language Pathology	Faculty	-\$76,094	Workforce
ISS	Yamhill Valley Campus	-0.5	Eliminate vacant position Business Technology	Faculty	-\$38,047	Workforce
	<b>TOTAL ISS</b>	<b>-3.5</b>			<b>-\$290,901</b>	

# Investments

## Instruction and Student Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
APRES	Academic Development	N/A	Student Services Specialist-10 to 12 months-Academic Transitions	Classified	+\$8,107	Transition & Transfer
APRES	Academic Development	N/A	Coordinator-from 10 to 12 months-Academic Transitions	Exempt	+\$11,965	Transition & Transfer
APRES	APRES Admin. College Credit Now	+0.5	50% from Self-Support to GF	Classified	+\$33,349	Transition & Transfer
APRES	Teaching and Learning	+0.5	From 50% GF and Self-Support to 100% GF	Faculty	+\$45,317	Transition & Transfer
APRES	Woodburn Center	+1.0	New Writing Instructor position	Faculty	+\$75,775	Transition & Transfer
GETS	Evening/Weekend and Education Programs	+0.5	Instructional Technician-from 15% to 65% GF-Early Childhood Ed.	Classified	+\$26,729	Workforce

# Investments

## Instruction and Student Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
GETS	Social Sciences, Human Services, Business and Technology	N/A	Instructor Human Services- from 180 to 230 days	Faculty	+\$14,898	Workforce
ISS	Yamhill Valley Campus	N/A	Student Services Specialist- from 10 to 12 months	Classified	+\$8,851	Transition & Transfer
SDLR	Library and Learning Resources	N/A	Coordinator re-classed to exempt	Classified Exempt	+\$28,366	Transition & Transfer, Workforce
	<b>Total ISS</b>	<b>+2.5</b>			<b>+\$253,357</b>	
	<b>TOTAL ALL Investments &amp; Reductions</b>	<b>-0.65</b>			<b>-\$13,683</b>	

## From Self-Support to General Fund Hospitality and Tourism Management

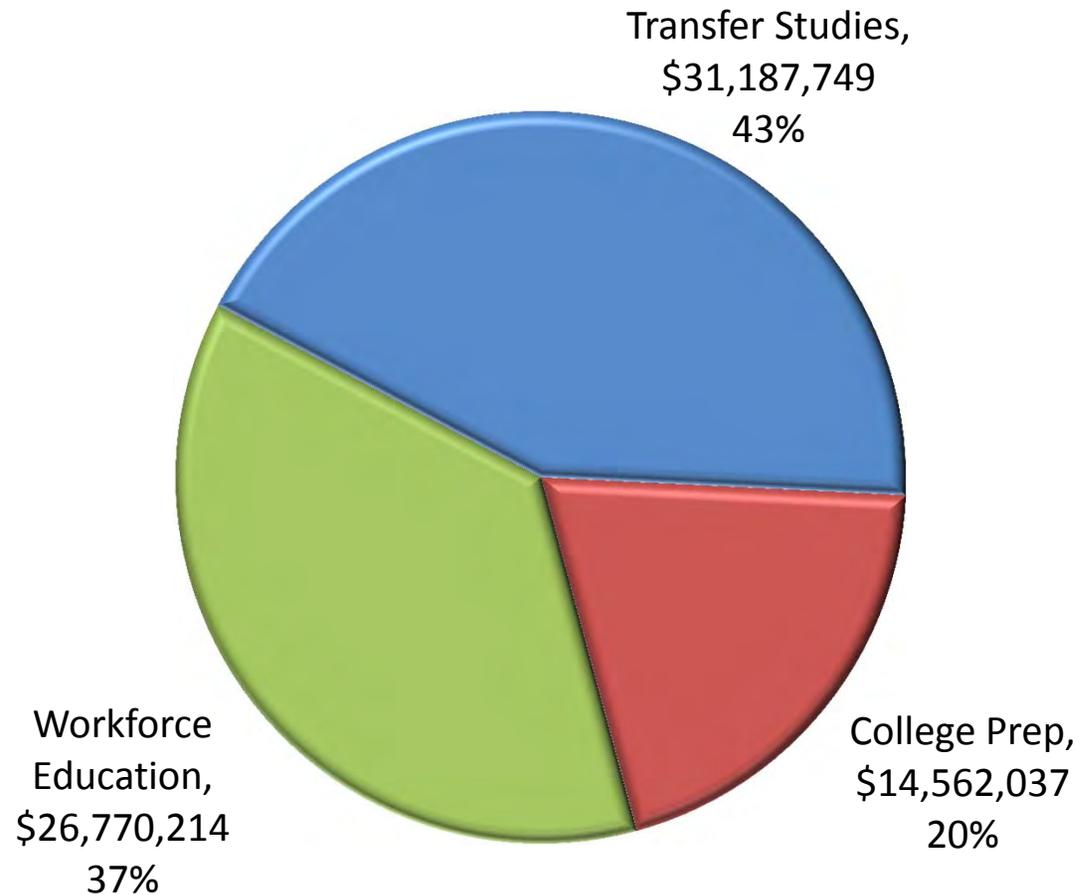
Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
ISS	Yamhill Valley Campus	+1.0	Instructor HTM	Faculty	+\$114,206	Workforce
ISS	Yamhill Valley Campus	+1.0	Instructor HTM	Faculty	+\$109,521	Workforce
ISS	Yamhill Valley Campus	N/A	Adjunct faculty	Adjunct	+\$13,121	Workforce
ISS	Yamhill Valley Campus	N/A	M&S	M&S	+\$10,000	Workforce
	<b>Total HTM</b>	<b>+2.0</b>			<b>+\$246,848</b>	

# General Fund FTE Changes

FY2014-15 to FY2015-16 @ \$500 million

	Adopted FY2014-15	Changes FY2014-15	Proposed FY2015-16	Total FY2015-16
Classified	245.56	0.42	-0.65	245.33
Exempt	79.27	-1.00	1.00	79.27
Faculty	200.30	-0.10	1.00	201.20
Total	525.13	-0.68	1.35	525.80

# General Fund Budget by Core Themes/Promises



# Potential Additional Investments

## State Funding @ \$519 million

Jim Eustrom

# Investments if State Funding @ \$519m

## College Support Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
CSSD	CSSD Admin / Budget & Finance	+0.50	Increase support position from 50% to 100%	Classified	+\$30,292	All
CSSD	Business Services	+0.25	Change 25% of Business Services Director from Self- Support to GF	Exempt	+\$37,960	All
CSSD	Information Technology	+0.25	Change 25% of Network Systems Manager from Intra-College Services to GF	Exempt	+\$31,675	All
CSSD	Public Safety	N/A	Phone software	M&S	+\$3,600	All
	<b>TOTAL CSSD</b>	<b>1.00</b>			<b>+\$103,527</b>	

## Investments if State Funding @ \$519m Instruction and Student Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
ISS	Vice President- ISS/Campus President, Yamhill Valley	N/A	Professional Development funding	M&S	+\$20,000	Transition & Transfer, Workforce
APRES	High School Partnerships	+0.50	New CTE faculty position (50% GF and 50% Self-Support)	Faculty	+\$37,888	Transition & Transfer
APRES	Teaching and Learning	N/A	In-service activities	M&S	+\$7,000	Transition & Transfer, Workforce
CTE	Applied Technologies	+1.00	New Associate Dean	Exempt	+\$83,544	Workforce
CTE	Community Education	+1.00	Move Director of Community Education from Self-Support to GF	Exempt	+\$126,165	College Preparation
GETS	Math/Social Sciences	+1.00	New Associate Dean	Exempt	+\$83,544	Transition & Transfer
GETS	Early Childhood Education	N/A	CDC lab materials	M&S	+\$2,000	Workforce

## Investments if State Funding @ \$519m Instruction and Student Services

Area/Div.	Department	FTE	Purpose	Category	Amount	Core Theme
GETS	Humanities and Communications	0.50	Increase existing vacant 50% art instructor position to 100%	Faculty	+\$37,888	Transition & Transfer
GETS	Humanities and Communications	N/A	Dedicated operating funding for Gretchen Schuette Art Gallery	M&S	+\$5,000	Transition & Transfer
GETS	Social Sciences, Human Services, Business and Technology	N/A	Funding for mock trial program	M&S	+\$32,600	Transition & Transfer
SDLR	First Year Programs	+1.00	New Placement Test Advising Specialist	Classified	+\$62,502	Transition & Transfer, Workforce
	<b>Total ISS</b>	<b>+5.00</b>			<b>+\$498,131</b>	
	<b>TOTAL ALL Investments -\$519m</b>	<b>+6.00</b>			<b>+\$601,658</b>	

# Potential Additional Investments

## State Funding @ \$535 million

Jim Eustrom

# Investments if State Funding @ \$535m

## College Support Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
CSSD	Budget and Finance	0.10	Director Budget & Finance 90% to 100% from Self-Support to GF	Exempt	+\$13,520	All
CSSD	Business Services	0.15	AR position-85% to 100% from Self-Support to GF	Classified	+\$11,002	All
CSSD	Business Services	+0.25	Change remaining 25% of Business Services Director from Self-Support to GF	Exempt	+\$37,960	All
CSSD	CSSD Administration	N/A	NCCI Dues	M&S	\$1,500	All
CSSD	Facilities	+1.00	Technical Development Manager from Self-Support to 100% GF	Exempt	+\$97,504	All
CSSD	Facilities	N/A	PT Hourly	Hourly	+\$6,098	All

# Investments if State Funding @ \$535m

## College Support Services

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Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
CSSD	Facilities	1.00	New IPM Grounds Keeper position	Classified	+\$52,570	All
CSSD	Information Technology	0.25	Change 25% of Help Desk Technician from SS to GF	Classified	+\$16,643	All
CSSD	Information Technology	N/A	Student hourly	Student	+\$26,865	All
CSSD	Facilities	1.00	New Maintenance/Trades Assistant - Brooks	Classified	+\$49,804	Workforce
	<b>Total-CSSD</b>	<b>3.75</b>			<b>\$313,466</b>	

## Investments if State Funding @ \$535m Instruction and Student Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
ISS	Vice President- ISS/Campus President, Yamhill Valley	N/A	Partial funding for LMS infrastructure	M&S	+\$50,000	Transition & Transfer, Workforce
ISS	Vice President- ISS/Campus President, Yamhill Valley	N/A	Marketing for programs	M&S	+\$25,000	All
APRES	Academic Development	N/A	Students tutors-Reading and Study Skills	Student	+\$4,255	College Preparation
APRES	Academic Development	N/A	Adjunct faculty	Adjunct	+\$45,000	College Preparation
APRES	Dallas Center	0.50	Department Technician- increase position from 50% to 100% GF	Classified	+\$30,508	All

## Investments if State Funding @ \$535m Instruction and Student Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
CTE	CCBI	N/A	Community Ed. M&S	M&S	+\$10,000	Workforce
GETS	Evening/Weekend and Education Programs	N/A	ECE-NAEYC annual membership	M&S	+\$1,200	Workforce
GETS	Health and Human Performance	N/A	NWAC membership	M&S	+\$12,000	Transition & Transfer
GETS	Health and Human Performance	1.00	New Athletics Retention Specialist	Classified	+\$62,502	Transition & Transfer
SDLR	Counseling and Student Support Services	N/A	Disability-contracted services	M&S	+\$50,000	All
SDLR	Counseling and Student Support Services	N/A	Student employees	Student	+\$19,498	Transition & Transfer

## Investments if State Funding @ \$535m Instruction and Student Services

Area/ Div.	Department	FTE	Purpose	Category	Amount	Core Theme
SDLR	Library and Learning Resources	N/A	eTutoring annual membership	M&S	+\$6,000	Transition & Transfer
SDLR	Library and Learning Resources	N/A	Library materials	M&S	+\$50,000	Transition & Transfer
SDLR	Student Retention and College Life	1.0	New Retention Coordinator moved from SS to GF	Classified	+\$74,985	Transition & Transfer
SDLR	Student Retention and College Life	N/A	OCCSA annual membership	M&S	+\$10,000	Transition & Transfer
	<b>Total ISS</b>	<b>2.50</b>			<b>\$450,948</b>	
	<b>TOTAL ALL Investments -\$535m</b>	<b>6.25</b>			<b>\$764,414</b>	

# General Fund FTE Summary

@ various state funding levels

	@ \$500m	@ \$519m	@ \$535m
Classified	245.33	245.83	250.73
Exempt	79.27	82.77	84.12
Faculty	201.20	202.20	202.20
Total	525.80	530.80	537.05

# Total Investments & Reductions by Core Theme

Core Theme	@ \$500m	@ \$519m	@ \$535m	Total
College Preparation	-\$171,988	\$146,870	\$123,089	\$97,971
Transition & Transfer Studies	\$207,807	\$286,188	\$418,728	\$912,723
Workforce Education	-\$49,502	\$168,600	\$222,597	\$341,695
Total Investment	-\$13,683	\$601,658	\$764,414	\$1,352,389

# FY2015-16 General Fund Resources<sup>62</sup>

Source	@ \$500m	@ \$519m	@ \$535m
State Funding	\$27,750,000	\$28,710,000	\$29,530,000
Tuition	\$18,305,000	\$18,055,000	\$17,805,000
Fees	\$2,015,000	\$2,015,000	\$2,015,000
Current Local Taxes	\$18,740,000	\$18,740,000	\$18,740,000
Prior Local Taxes	\$770,000	\$770,000	\$770,000
Miscellaneous	\$2,270,000	\$2,270,000	\$2,270,000
Transfer in from Self-Support	\$500,000	\$500,000	\$500,000
Beginning Fund Balance	\$6,650,000	\$6,650,000	\$6,650,000
<b>Total Resources</b>	<b>\$77,000,000</b>	<b>\$77,710,000</b>	<b>\$78,280,000</b>

# FY 2015-16 General Fund Expenditures

Expenditures	@ \$500m	@ \$519m	@ \$535m
Personnel Services	\$59,052,490	\$59,583,948	\$60,132,662
M & S	\$8,610,196	\$8,680,396	\$8,896,096
Capital	\$91,814	\$91,814	\$91,814
Transfers	\$4,595,500	\$4,595,500	\$4,595,500
Contingency	\$3,500,000	\$3,608,342	\$3,413,928
Unappropriated Ending Fund Balance	\$1,150,000	\$1,150,000	\$1,150,000
Total Resources	\$77,000,000	\$77,710,000	\$78,280,000

# Budget Committee Questions on General Fund?

# Summary of Next Week

April 15<sup>th</sup>  
4:30 pm