

2021-2022 Budget Presentation

Chemeketa Community College
April 14, 2021

Budget Committee Duties to comply with local budget law

- 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 General Obligation bonds.
- Any budget committee action must have the approval of a majority of its members

President's Budget Message

Jessica Howard
President/CEO

Fiscal Year 2021-22 Proposed Budget

Jim Eustrom

Vice President Academic Affairs/Campus President YVC

Rich McDonald

Interim CFO

Materials Available to the Budget Committee

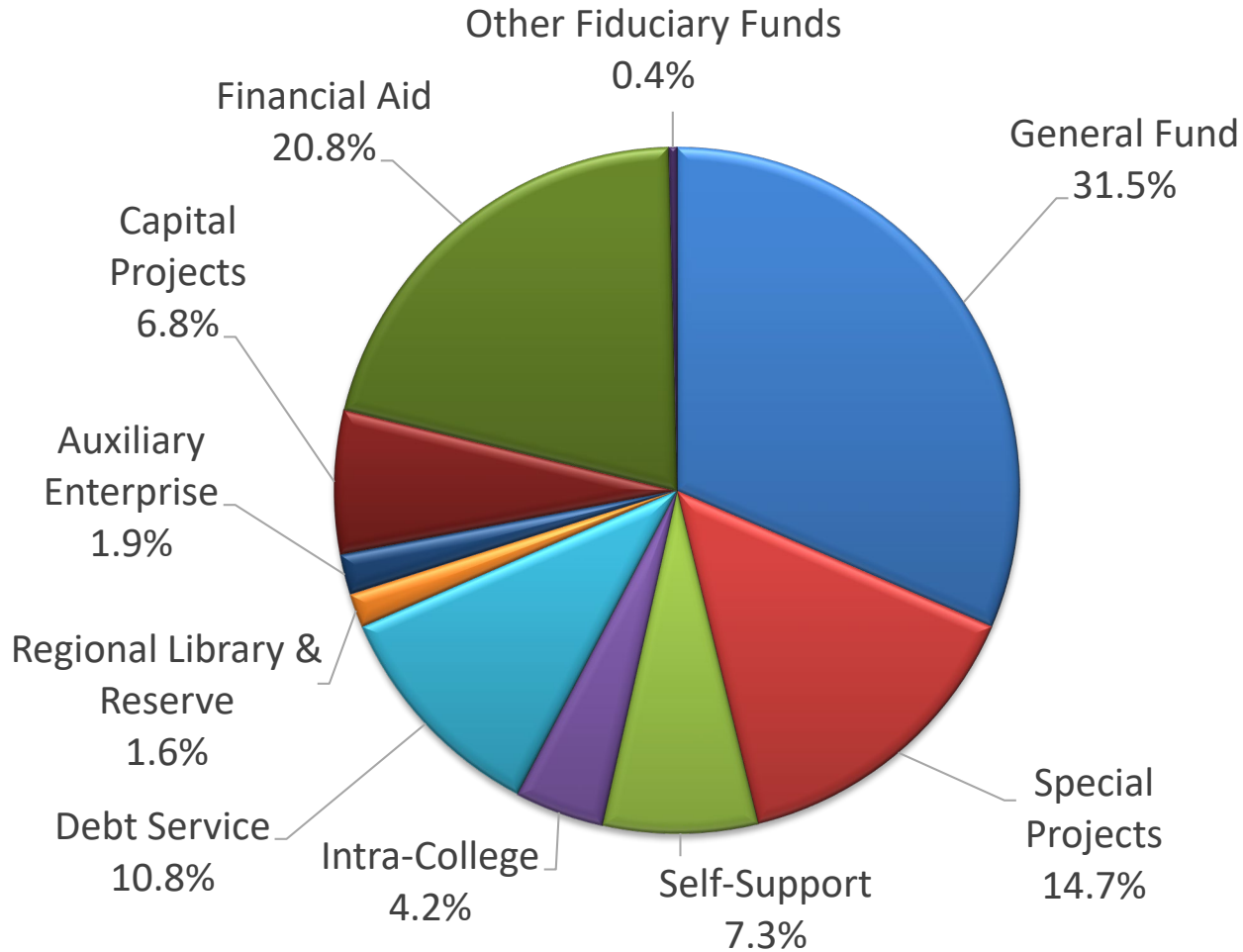
- April 14, 2021 Budget Committee Meeting Agenda
- April 21, 2021 Budget Committee Meeting Agenda
- FY2021-2022 Proposed Budget Document
- Budget Committee Reference Handbook

Key Overview Sections

- President's Budget Message
 - pages 8-10
- Budget Principles and Financial Environment
 - pages 11-12
- Budget Summary-Highlights
 - pages 19-24

Summary of All Funds

Total: \$321,942,000



College Financial Responses to Date to COVID-19 Pandemic

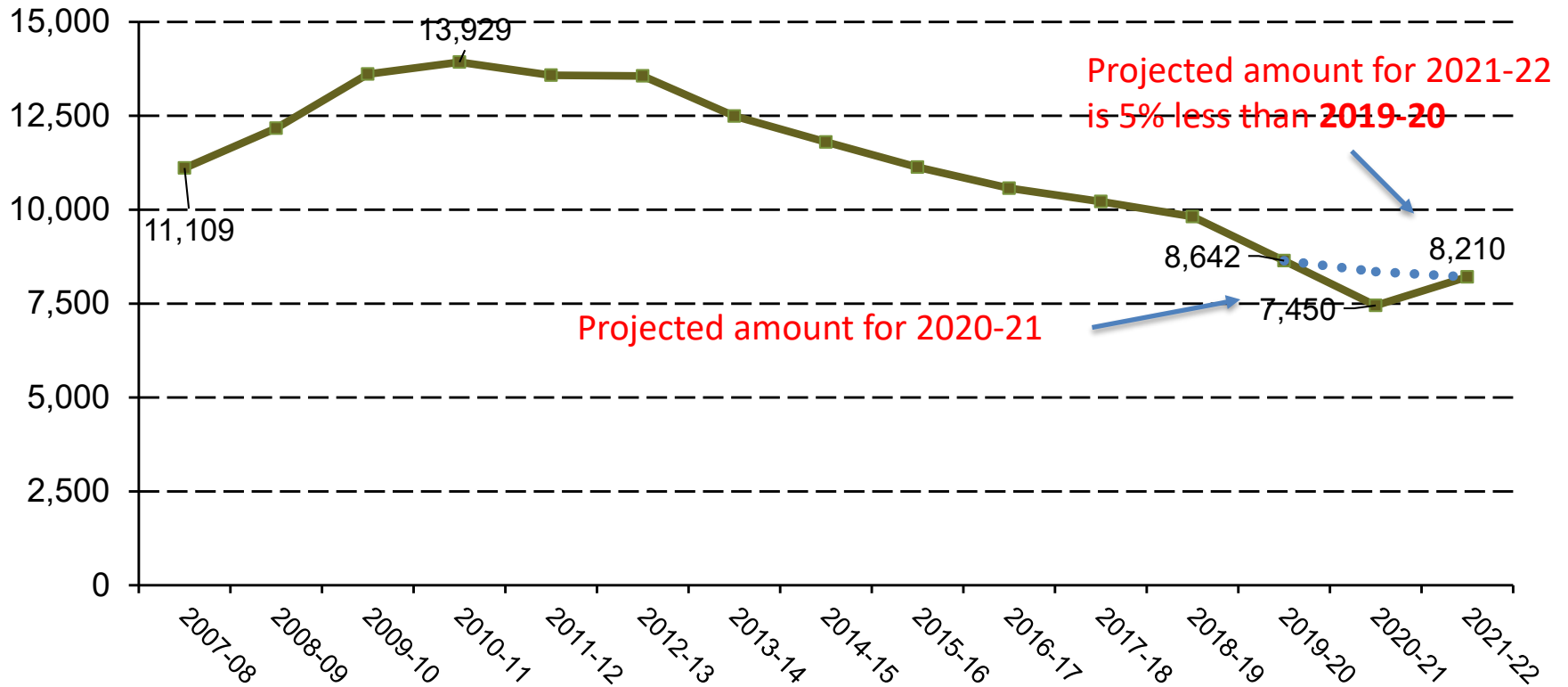
- In March 2020, temporary reduction in force for employees whose job didn't translate to a remote work environment, most hourly positions reduced-**TRIF \$390,000, Hourly \$960,000**
- Held vacant positions open - **\$1.4 million**
- Offered an early retirement incentive to eligible employees-**cost plus savings \$330,000, 22 took advantage of it**
- Beginning in June, non-instructional staff furloughed one day a week for 6 weeks - **\$910,000**

All funds annual total \$3.7 million

2021-22 Resources Based on FTE

State Funding	34.9%
Property Taxes	<u>24.3%</u>
Funding Formula	59.2%
Tuition and Fees	<u>26.1%</u>
Funding Based on FTE	85.3%

Chemeketa Student FTE



Budget Assumptions & Decisions: Resources

- State funding: \$645.8-\$702 million being discussed, assumed \$673.1 million (Legislative Fiscal Office continuing service level)
- Tuition and Fees
 - Based on enrollment being 5% less than **2019-20** (2 years prior)
 - Tiered approach to tuition and fee increases:
 - If State funding is less than \$700 million, +\$2 tuition and +\$4 Universal Fee**
 - If State funding is \$700 million or greater, +\$1 tuition and +\$3 Universal Fee
 - Chemeketa Center for Academic Innovation moved to the General Fund +\$2.5 million
- Current local taxes (property taxes)
 - Project 3% rate of growth
- Indirect, Interest & Miscellaneous budget reduced by \$1,510,000 combined
 - CAI moving to the GF, interest rates are considerably lower, timber taxes down
- Beginning fund balance increased to \$13 million
 - (about \$1 million higher than 2019-20 ending fund balance)

Budget Changes-Resources

RESOURCES:	
FY2020-21 Adopted Budget	\$96,560,000
State revenue	+\$1,030,000
Tuition and fees	+\$2,870,000
Current and prior local taxes (property taxes)	+\$980,000
Interest, Indirect and Miscellaneous	-\$1,510,000
Budgeted carryover (Beginning Fund Balance)	<u>+\$3,000,000</u>
Total	+\$6,370,000
FY 2021-22 Proposed Budget	\$102,930,000

FY2021-22 General Fund Resources

Source	Amount	% of Total	<u>FY20-21</u>	
State Funding	\$35,880,000	34.9%	36.1%	↓
Tuition and fees	\$26,880,000	26.1%	24.8%	↑
Current and Prior Local Taxes (property taxes)	\$25,030,000	24.3%	24.9%	
Indirect/Interest/Miscellaneous	\$2,040,000	2.0%	3.7%	↓
Transfer in from Self-Support	\$100,000	0.1%	0.1%	
Beginning Fund Balance	\$13,000,000	12.6%	10.4%	↑
Total Resources	\$102,930,000			

Budget Assumptions & Decisions: Expenditures

- A step increase and a 2.2% salary schedule adjustment for classified and exempt employees
- An estimated amount to fund the cost of contract negotiations with faculty (full-time and part-time) employees
- Increase employer-paid health insurance by 3% for classified and exempt, faculty undetermined
- Increases to materials and services and capital budgets by 2%
- Decrease non-mandatory transfers by \$450,000
- Increase contingency by \$1.5 million
- Move almost the entirety of Center for Academic Innovation to the General Fund

Budget Changes-Expenditures

EXPENDITURES:	
FY 2020-21 Adopted Budget	\$96,560,000
Estimated amount of savings through this year	-\$813,216
Estimated Cost of Increases to Employee Salaries and Benefits	+\$2,337,210
Total Personnel Reductions	-\$1,642,636
Total Personnel Investments	+\$1,481,522
Total M&S and Capital changes	+\$1,110,865
Transfers	-\$450,000
Increase Contingency	\$1,500,000
Move Center for Academic Innovation to the General Fund	<u>+\$2,846,255</u>
Total	+\$6,370,000
FY 2021-22 Proposed Budget	\$102,930,000

FY 2021-22 General Fund Expenditures

Expenditures	Amount	% of Total	<u>FY20-21</u>
Personnel Services	\$78,912,257	76.7%	77.4% ↓
M & S	\$10,631,236	10.3%	9.8% ↑
Capital	\$236,507	0.2%	0.2%
Transfers	\$5,150,000	5.0%	5.8% ↓
Contingency	\$6,500,000	6.3%	5.2% ↑
Unappropriated Ending Fund Balance	\$1,500,000	1.5%	1.6%
Total Expenditures	\$102,930,000		

Investments and Reductions

Definitions

Acronym	Name
AA	Academic Affairs
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
READ	Regional Education and Academic Development
SA	Student Affairs
SDLR	Student Development And Learning Resources

President's Office and Governance Personnel Changes

Area/ Div.	Department	FTE	Purpose	Category	Amount
G&A	Chemeketa Press	1.00	Move funding for Director from Self-Supporting Services	Exempt	\$155,780
G&A	General Counsel	0.15	Move funding for General Counsel from Intra-College Services	Exempt	\$26,763
G&A	Grants	-1.00	Reduce Grants Educational Assessment Coordinator position	Faculty	-\$139,958
G&A	Human Resources	0.35	Increase Financial Specialist to 1.0 FTE	Classified	\$23,527
	Total	0.50			\$66,112

President's Office and Governance M&S Investments

Area/ Div.	Department	FTE	Purpose	Category	Amount
G&A	VP Governance and Administration	N/A	Board of Education election costs	M&S	\$20,000
PO	President's Office	N/A	Added funding for association dues	M&S	\$10,000
	Total				\$30,000

College Support Services Personnel Investments

Area/ Div.	Department	FTE	Purpose	Category	Amount
CSSD	Business Services	0.25	Move funding for Director of Business Services from Self-Supporting Services Fund-Administration	Exempt	\$45,812
CSSD	Information Technology	0.25	Move funding for Network Systems Manager from Intra-College Services Fund-Telephone Service	Exempt	\$40,165
CSSD	Public Safety	1.00	Move 50% of 2 Public Safety Officers to make both 100% GF	Classified	\$87,446
CSSD	Public Safety	1.00	Add new Public Safety Officer	Classified	\$67,474
	Total	2.50			\$240,897

College Support Services M&S Investments

Area/ Div.	Department	FTE	Purpose	Category	Amount
CSSD	Information Technology	N/A	Added funding for existing software licenses	M&S	\$400,000
CSSD	Public Safety	N/A	Contracted security previously paid from Intra-College Services Fund	M&S	\$50,000
CSSD	Public Safety	N/A	LEDS access-previously free but now must be paid	M&S	\$15,000
CSSD	College Infrastructure	N/A	Cover cost of higher insurance premiums	M&S	\$35,000
	Total				\$500,000

College Support Services

Non-Mandatory Transfer Changes

Area/ Div.	Department	FTE	Purpose	Category	Amount
CSSD	College Infrastructure	N/A	HR/Banner redesign	NMT	\$210,000
CSSD	College Infrastructure	N/A	Corrections Education Support	NMT	\$140,000
CSSD	College Infrastructure	N/A	Transfers for Agriculture Complex done	NMT	-\$500,000
CSSD	College Infrastructure	N/A	Net change to Transfer for Chemeketa Press	NMT	-\$200,000
CSSD	College Infrastructure	N/A	Multiple transfer adjustments	NMT	-\$100,000
	Total				-\$450,000

Academic Affairs

Personnel Investments/Reductions

Area/ Div.	Department	FTE	Purpose	Category	Amount
AA	Academic and Organization Effectiveness	-1.00	Eliminate vacant Technology Analyst II position	Classified	-\$96,522
CTE	Business and Technology, ECE and Vis. Co.	-1.00	Eliminate vacant Early Childhood Education position	Faculty	-\$98,995
CTE	Emergency Services and Diesel Technology	0.65	Move funding for Department Technician II from Self-Supporting Services Fund	Classified	\$53,151
CTE	Emergency Services and Diesel Technology	1.00	Add new Diesel Technology instructor	Faculty	\$92,687
CTE	Health and Human Performance	1.00	Add new position for media and game management	Classified	\$67,474
CTE	Health and Human Performance	0.50	Move funding for Instructional Specialist from Athletics Fund	Classified	\$58,645

Academic Affairs

Personnel Investments/Reductions

Area/ Div.	Department	FTE	Purpose	Category	Amount
CTE	Health Sciences	-1.00	Eliminate vacant Health Information Management position	Faculty	-\$95,775
CTE	Health Sciences	-1.00	Eliminate vacant Instructional Specialist position	Classified	-\$76,511
GETS	Education, Languages and Social Sciences	-1.00	Reduce Japanese Instructor position	Faculty	-\$109,483
GETS	Education, Languages and Social Sciences	-1.00	Eliminate vacant History Instructor position	Faculty	-\$136,598
GETS	Education, Languages and Social Sciences	1.00	Add new American Sign Language Instructor position	Faculty	\$92,687
GETS	Liberal Arts	-1.00	Eliminate vacant Instructional Coordinator/Analyst position	Classified	-\$129,058

Academic Affairs

Personnel Investments/Reductions

Area/ Div.	Department	FTE	Purpose	Category	Amount
GETS	Life and Physical Science	-1.00	Eliminate vacant Instructional Specialist position	Classified	-\$76,511
GETS	Life and Physical Science	-1.00	Eliminate vacant Life Science Instructor position	Faculty	-\$95,775
GETS	Math, Engineering and Computer Science	-1.00	Eliminate vacant Mathematics Instructor position	Faculty	-\$95,775
READ	Academic Development	-1.00	Eliminate vacant Vocational ESL Coordinator position	Exempt	-\$116,237
READ	High School Partnerships	1.00	Move funding for Student Services Specialist from Self-Supporting Services Fund	Classified	\$84,939
READ	High School Partnerships	0.03	Move funding for Dean-High School Partnerships from Self-Supporting Services Fund	Exempt	\$4,316

Academic Affairs

Personnel Investments/Reductions

Area/ Div.	Department	FTE	Purpose	Category	Amount
READ	Polk Center	-0.50	Eliminate vacant Business Technology Instructor position	Faculty	-\$47,888
READ	Woodburn Center	-0.50	Eliminate vacant Business Technology Instructor position	Faculty	-\$47,888
READ	Yamhill Valley Campus and Wine Studies	-1.00	Reduce ABE/GED Instructor position	Faculty	-\$130,975
READ	Yamhill Valley Campus and Wine Studies	1.00	Add new Psychology Instructor position	Faculty	\$92,687
	Total Academic Affairs	-6.82			-\$807,405

Academic Affairs

PT Hourly/M&S Investments/Reductions

Area/ Div.	Department	FTE	Purpose	Category	Amount
AA	Multiple	N/A	Part-time hourly increases across several departments	Hourly	\$15,500
AA	Vice President Academic Affairs	N/A	Increase licensing agreements funding for learning management system (LMS)	M&S	\$200,000
AA	Multiple	N/A	Several M&S adjustments across several departments	M&S	\$18,172
			Sub-Total Academic Affairs		\$233,672
	Combined Total Academic Affairs	-6.82			-\$573,733

Student Affairs

Personnel Investments/Reductions

Area/ Div.	Department	FTE	Purpose	Category	Amount
SA	Advising and First Year Programs	1.00	Move funding for Student Services Specialist from Self-Supporting Services Fund	Classified	\$84,939
SA	Advising and First Year Programs	1.00	Move funding for Student Services Specialist from Self-Supporting Services Fund	Classified	\$94,311
SA	Advising and First Year Programs	1.00	Move funding for Department Technician I from Self-Supporting Services Fund	Classified	\$84,276
SA	Counseling and Career Services	0.25	Move funding for Student Services Specialist from Financial Aid Fund	Classified	\$23,375
SA	Student Accessibility Services	-0.80	Move funding for Department Technician I to Self-Supporting Services Fund	Classified	-\$69,033

Student Affairs

Personnel Investments/Reductions

Area/ Div.	Department	FTE	Purpose	Category	Amount
SA	Student Accessibility Services	-1.00	Eliminate vacant Student Services Coordinator position	Classified	-\$79,655
SA	Student Recruitment, Enrollment and Graduation Services	0.50	Move funding for Department Technician I from Self-Supporting Services Fund	Classified	\$33,255
SDLR	SDLR Administration	1.00	Move funding for Coordinator-International Education from Self-Supporting Services Fund	Exempt	\$142,314
	Total Student Affairs	2.95			\$313,782

Student Affairs

Student Hourly/M&S Investments

Area/ Div.	Department	FTE	Purpose	Category	Amount
SDLR	Library and Learning Resources	N/A	Increase Student Hourly for additional online tutoring	Student	\$10,000
SA	Vice President Student Affairs	N/A	Increase licensing agreements funding for new student platform	M&S	\$200,000
			Sub-Total Student Affairs		\$210,000
	Combined Total Student Affairs	2.95			\$523,782
	College-wide Total	-0.87			\$337,058

Center for Academic Innovation

Self-Supporting Service to the General Fund

	FTE	Title	Category	Amount
	1.00	Dean-Academic Innovation	Exempt	\$183,250
	0.50	Associate Dean-Academic Innovation	Exempt	\$72,103
	0.50	Department Assistant	Classified	\$44,902
	1.00	Department Technician II	Classified	\$86,482
	2.00	Technology Analysts	Classified	\$258,116
	0.50	Instructor-Tech-Accessibility Advocate	Faculty	\$67,476
	2.00	Learning Technologies Facilitators	Faculty	\$320,314
	1.00	Media Production Specialist	Faculty	\$163,612
Total	8.50			\$1,196,255

Center for Academic Innovation

Adjunct/Hourly/M&S

Self-Supporting Service to the General Fund

Area/ Div.	Department	FTE	Purpose	Category	Amount
AA	VP Academic Affairs	N/A	To be distributed to the academic departments	Adjunct	\$1,370,000
AA	Center for Academic Innovation	N/A		Adjunct	\$150,000
AA	Center for Academic Innovation	N/A		Hourly	\$30,000
AA	Center for Academic Innovation	N/A		M&S	\$100,000
	CAI Total	8.50			\$2,846,255

College-wide Investments and Reductions

Area/ Div.	Department	FTE	Purpose	Category	Amount
	Combined Total with Center for Academic Innovation	7.63			\$3,183,283

General Fund FTE Changes

FY2020-21 to FY2021-22

includes Center for Academic Innovation

	Adopted FY2020-21	Changes During FY2020-21	Proposed FY2021-22	Total FY2021-22
Classified	250.49	-4.53	6.95	252.91
Exempt	86.40	2.12	3.18	91.70
Faculty	208.50	-	-2.50	206.00
Total	545.39	-2.41	7.63	550.61

Detail of Proposed FTE Changes

FY2021-22

includes Center for Academic Innovation

	Additions	Reductions	Eliminate vacant	Moves from Other Funds	Total Proposed Changes
Classified	2.35	-	-5.00	9.60	6.95
Exempt	-	-	-1.00	4.18	3.18
Faculty	3.00	-3.00	-6.00	3.50	-2.50
Total	5.35	-3.00	-12.00	17.28	7.63

Budget Committee Questions on General Fund?

Next Week-Other Funds Presentation

April 21st

4:30 pm