Budget Analysis Fiscal Year 2016

John A. Logan College

Carterville, IL 62918
# JOHN A. LOGAN COLLEGE
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#### FY 2016

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Budget Calendar – FY 2016

JANUARY to FEBRUARY
• Salary and Fringe Benefit Projections Developed
• Historical Data for FY 14 & FY 15 Imported into Budgeting Software
• Refresher Trainings Held with Staff on Budget Development

MARCH to APRIL
• Budget Officers Work to Build Detailed Departmental Budgets and Justify Requests

MAY
• Perform Revenue Projections
• President and Vice-President’s Meet with Dean Financial Operations
• Budget Officers Submit Departmental Budgets to respective Deans
  • Deans Submit Departmental Budgets to Division Heads

JUNE
• Budget Preparation by Dean for Financial Operations & Vice-President Business Services
  • Budget Meeting with Board Finance Committee
  • Tentative Budget Submitted to Board of Trustees
    • Tentative Budget put on Public Display
• Vice-President for Business Services presents budget overview to Campus Community

JULY
• Additional Budget Analysis
  • Budget Hearing Held Prior to Board Meeting
  • Proposed Final Budget Submitted to the Board of Trustees
BUDGET PROCESS FY 2016:

- Budgeting for Salary & Benefits
- Group meeting held by Vice-President of Business Services with Budget Officers
- Refresher budget software trainings were held with Budget Officers
- Budget Officers were given reduction targets for discretionary line items. These targets were based on FY 2014 actual expenditures.
  - For the following line items, targets were established as percentage decreases:
    - Contractual Services 15%
    - Supplies and Materials 25%
    - Conference & Meeting 25%
    - Capital Outlay 35%
- Held discussions with Administration on their role and the review/approval process
- Detailed departmental budgets were submitted first at the Dean’s level and then to the Head of the Division for review, approval, or revisions
- Additional discussions with the President and Vice-Presidents
- Reports were generated
- Tentative legal budget was prepared
- Budget was reviewed with Board Finance Committee
- Board of Trustees met to approve display of tentative budget on June 23, 2015
- Budget was put on public display for 30-day period of inspection
- Vice-President of Business Services provided an overview of tentative budget to Faculty & Staff
- Public budget hearing
- Proposed final budget submitted to the Board of Trustees
FACTORS AFFECTING FY 2016 BUDGET PROCESS:
- Budget for New Instructional Program - Health Information Technology (HIT)
- Reorganization of Community Health Education Complex (CHEC) structure
- A Large Number of Retirements and Attrition Planning
- State Funding Reductions
- Enrollment Concerns
- Need to Fund Technology Initiatives

Mission Statement

We are a diverse learning and teaching community committed to improving individual life and society through high-quality, accessible educational programs and engaged learning opportunities.

BUDGET GOALS:
- Alignment with Strategic Plan
- Continue to build line item detail and justification of expenditures
- Departmental Budget Officers fully engaged in budgeting process
- Deans and Division Heads perform a detailed review of total departmental expenditures
- Enhanced reporting capabilities during budget development
- Historical comparison at line item level
- Expenditures properly allocated to reflect appropriate department and expense category
- Adopt tuition rate designed to generate additional revenue
- Attrition savings
- Perform a full review of Institutional Waivers
- Establish percentage targets for reduction of discretionary line items
- Develop new revenue and expense tracking for the Community Health Education Complex
- Proposal for Post-Employment Benefit Liability
STRATEGIC PLAN PROJECTS / ITEMS EMPHASIZED IN FY 2016 BUDGET:

- Implementation and support agreement for EMS Scheduling Software
- IT Network Staffing / Consulting
- Continued Support for LMS and ERP systems
- C237 Biology Lab Equipment and Instructional Supplies
- Diversity and Inclusion Facilitator Training and Workshops
- Health Information Technology (HIT) New Program Budget
- New Program Seed Money
- Cyber Defense Team
OPERATING FUND DESCRIPTIONS:
John A. Logan College has two Operating funds: the Education Fund and the Operations and Maintenance Fund. The Education fund works in combination with the Operations and Maintenance fund to make up the College’s General Fund.

EDUCATION FUND:
The Education Fund is used to account for the revenues and expenditures of the academic and service programs of the college. It includes the cost of instructional, administrative, and professional salaries; supplies and moveable equipment; library books and materials; maintenance of instructional and administrative equipment; and other costs pertaining to the educational programs of the college.

OPERATIONS AND MAINTENANCE FUND:
This fund is used to account for expenditures for the improvement, maintenance, repair, or benefit of buildings and property, including the cost of interior decorating and the installation, improvement, repair, replacement, and maintenance of building fixtures; rental of buildings and property for community college purposes; payment of all premiums for insurance upon buildings and building fixtures. If approved by resolution of the local board, the payment of salaries of janitors, engineers, or other custodial employees; all costs of fuel, lights, gas, water, telephone service, custodial supplies, and equipment; and professional surveys of the condition of college buildings are allowed.
Without considering the fund balance accumulated from prior years, the current operating revenue of $34,329,300 reflects a $673,982 or 2.00% increase as compared to $33,655,318 from the prior year.

**LOCAL GOVERNMENT SOURCES: $7,020,000 or 20.45% of Budgeted Operating Revenues**

Property tax revenues are currently projected to be $6,450,000. This amount is an increase of $210,000 or a 3.37% projected increase. In other local sources, Corporate Personal Property Replacement Tax is budgeted at $550,000 which is a level funding estimate compared to the prior budget. Chargeback revenue is estimated at $20,000.

**STATE GOVERNMENTAL SOURCES: $11,318,400 or 32.97% of Budgeted Operating Revenues**

State revenue sources reflect a decline in budgeted revenue. Based on an anticipated 2.25% IL State Budget reduction and a loss of credit hours in the Community Health Education Complex, ICCB Base Operating grant funds are budgeted at a total of $3,740,000 which is an estimated decrease of ($224,233) or (5.66%) from the prior year’s budget. Equalization grants account for $7,115,000 which is an estimated decrease of ($279,685) or (3.78%) from the prior year’s budget. FY 2016 amounts for base operating and equalization grants were allocated 75% to the Education fund and 25% to the Operations and Maintenance Fund. ICCB Vocational grants are budgeted at $400,000 which is a budget reduction of $10,000. This year the College expects to receive Performance Based funding of $10,000 and a special designated ICCB Veterans grant estimated at $54,400.

**TUITION AND STUDENT FEES: $15,355,500 or 44.73% of Budgeted Operating Revenues**

For FY 2016, the in-district tuition rate is $109 per credit hour along with a $5 per hour technology fee. Student tuition and fees are anticipated at $15,355,500 as compared to $14,569,000 budgeted for the prior year. This is a projected increase of $786,500 or 5.40%. One reason for this is technology fees being budgeted as follows: $100,000 for summer, $200,000 for fall, and $200,000 for the spring term. In the prior fiscal year, the technology was not effective until the spring term and was budgeted at a prorated amount. This technology fee revenue will be dedicated to the network upgrade project.

In addition, the FY 2016 budget is based on an expected net increase of around $450,000 in tuition revenue. This was calculated based on what would normally be an expected $750,000 of new funds resulting from a $10 per credit hour tuition increase; however, offset by an expected ($300,000) of tuition revenue resulting from credit hour loss and expected continuation of unfunded mandates of certain financial aid programs. At this time, the College has experienced $325,912 in lost FY 2015 tuition revenue due to unfunded financial aid programs. Also, FY 2015 tuition revenues are currently projected to finish short of the budgeted amount.

**OTHER REVENUE SOURCES: $635,400 or 1.86% of Budgeted Operating Revenues**

Remaining sources of budgeted operating revenue include Sales and Service Fees of $225,000, interest income of $31,000, facilities revenue of $30,000, SICCM Admin fees for payroll processing of $60,000, aid from the FWROE of $60,000, and other nominal sources. Also for FY 2016, a one-time refund of SICCM assessment fees totaling $217,900 is included in other revenue.
### RESOURCE COMPARISON BY SOURCE - FY 2016 to FY 2015
#### OPERATING FUNDS

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<thead>
<tr>
<th>BY REVENUE SOURCE:</th>
<th>FY16</th>
<th>FY15</th>
<th>Increase</th>
<th>% Increase</th>
<th>% of Total FY16 Revenue</th>
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<tr>
<td></td>
<td>Tentative Budget</td>
<td>Adopted Budget</td>
<td>(Decrease)</td>
<td>(Decrease)</td>
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<td>LOCAL PROPERTY TAXES</td>
<td>6,450,000</td>
<td>6,240,000</td>
<td>210,000</td>
<td>3.37%</td>
<td>18.79%</td>
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<tr>
<td>CORPORATE PERSONAL PROPERTY REPLACEMENT TAX</td>
<td>550,000</td>
<td>550,000</td>
<td>-</td>
<td>0.00%</td>
<td>1.60%</td>
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<td>CHARGEBACKS</td>
<td>20,000</td>
<td>10,000</td>
<td>10,000</td>
<td>100.00%</td>
<td>0.06%</td>
</tr>
<tr>
<td>ICCB BASE OPERATING GRANTS</td>
<td>3,740,000</td>
<td>3,964,233</td>
<td>(224,233)</td>
<td>(5.66%)</td>
<td>10.89%</td>
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<tr>
<td>ICCB EQUALIZATION GRANTS</td>
<td>7,115,000</td>
<td>7,394,685</td>
<td>(279,685)</td>
<td>(3.78%)</td>
<td>20.73%</td>
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<tr>
<td>ICCB VOCATIONAL GRANTS-INSTRUCTIONAL</td>
<td>400,000</td>
<td>410,000</td>
<td>(10,000)</td>
<td>(2.44%)</td>
<td>1.17%</td>
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<td>ICCB PERFORMANCE ALLOCATION GRANT</td>
<td>10,000</td>
<td>20,000</td>
<td>(10,000)</td>
<td>(50.00%)</td>
<td>0.03%</td>
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<tr>
<td>ICCB VETERANS GRANT</td>
<td>53,400</td>
<td>54,900</td>
<td>(1,500)</td>
<td>(2.73%)</td>
<td>0.15%</td>
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<td>STUDENT TUITION &amp; FEES</td>
<td>15,355,500</td>
<td>14,569,000</td>
<td>786,500</td>
<td>5.40%</td>
<td>44.73%</td>
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<tr>
<td>SALES &amp; SERVICE FEES</td>
<td>225,000</td>
<td>233,000</td>
<td>(8,000)</td>
<td>(3.43%)</td>
<td>0.66%</td>
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<td>INTEREST ON INVESTMENTS</td>
<td>31,000</td>
<td>33,000</td>
<td>(2,000)</td>
<td>(6.06%)</td>
<td>0.09%</td>
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<td>FACILITY USE</td>
<td>30,000</td>
<td>32,000</td>
<td>(2,000)</td>
<td>(6.25%)</td>
<td>0.08%</td>
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<td>OTHER INCOME</td>
<td>349,400</td>
<td>144,500</td>
<td>204,900</td>
<td>141.80%</td>
<td>1.02%</td>
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<td><strong>TOTAL</strong></td>
<td><strong>$ 34,329,300</strong></td>
<td><strong>$ 33,655,318</strong></td>
<td><strong>$ 673,982</strong></td>
<td><strong>2.00%</strong></td>
<td><strong>100.00%</strong></td>
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Note: Includes Education and Operations & Maintenance Funds.
Revenues
Operating Funds
FY 2016

Local Taxes, 18.79%
CPPRT, 1.60%
All Other Income, 1.91%
ICCB Voc Grants, 1.17%
ICCB Equalization Grants, 20.73%
ICCB Base Operating Grants, 10.89%
ICCB Other Grants, 0.18%
Tuition & Fees, 44.73%
BUDGET OFFICERS ACROSS ALL DEPARTMENTS OF THE CAMPUS WERE TRAINED ON THE BUDGET DEVELOPMENT TOOL UTILIZED FOR DETAILED EXPENDITURE REQUESTS. FOR COMPARISON PURPOSES, EACH DEPARTMENT WAS GIVEN DETAILED LINE ITEM INFORMATION ON ACTUAL EXPENDITURES FOR FY 2014 AND ORIGINAL BUDGET FOR FY 2015.

TOTAL BUDGETED EXPENDITURES FOR FY 2016 ARE $34,319,521 AS COMPARED TO $39,229,210 FOR FY 2015. THIS IS A DECREASE OF (12.52%) OR ($4,909,689). SALARY AND BENEFIT SAVINGS RELATED TO ATTRITION AND THE ELIMINATION OF TWO POSITIONS ACCOUNTED FOR SIGNIFICANT SAVINGS OF OVER $916,000. ADDITIONAL REDUCTIONS TO OPERATING SALARY AND BENEFITS RESULTED FROM TO THE RELOCATION OF THE COMMUNITY HEALTH EDUCATION COMPLEX (CHEC) STAFFING TO THE AUXILIARY FUND 05. THESE SALARIES AND BENEFITS WERE PREVIOUSLY BUDGETED IN THE EDUCATION FUND AND THE CUSTODIAL COSTS IN THE OPERATIONS AND MAINTENANCE FUND. AS COMPARED TO FY 2015, CONTRACTUAL SERVICES WERE BASICALLY FLAT FUNDED. HOWEVER, THERE WERE SIGNIFICANT REDUCTIONS TO SUPPLIES, CONFERENCE AND MEETING EXPENSES, AND CAPITAL OUTLAY REQUESTS. THERE WAS ALSO A REDUCTION OF $487,400 IN WAIVERS. SMALLER REDUCTIONS WERE SEEN IN OTHER EXPENDITURES SUCH AS UTILITIES. AGAIN, A PORTION OF REDUCTIONS IN THESE AREAS WERE RELATED TO SEPARATE BUDGETING FOR THE CHEC FACILITY IN FUND 05.

IN ADDITION, BUDGETED EXPENDITURES NOW INCLUDE ONLY A SMALL PROVISION FOR CONTINGENCY FUNDS WHICH WAS SIGNIFICANTLY REDUCED TO ONLY $190,000. THIS REPRESENTS 0.6% OF TOTAL BUDGETED OPERATING EXPENDITURES. THESE FUNDS ARE AVAILABLE FOR EMERGENCIES AND UNFORESEEN BUDGET ISSUES, AND CLOSE MONITORING OF THESE FUNDS WILL BE PERFORMED BY THE COLLEGE ADMINISTRATION.

INSTRUCTION: $11,821,695 OR 34.5% OF BUDGETED OPERATING EXPENDITURES

INSTRUCTION CONSISTS OF THOSE ACTIVITIES DEALING DIRECTLY WITH THE TEACHING OF STUDENTS. IT INCLUDES THE ACTIVITIES OF FACULTY IN THE BACCALAUREATE-ORIENTED/TRANSFER, OCCUPATIONAL-TECHNICAL CAREER, GENERAL STUDIES, AND REMEDIAL AND ABE/ASE PROGRAMS.

AS COMPARED TO THE PRIOR YEAR’S BUDGET, INSTRUCTION EXPERIENCED A DECREASE OF (12.49%) OR ($1,687,423). IN ADDITION TO ATTRITION SAVINGS, THE ELIMINATION OF A POSITION, AND REALLOCATION OF CHEC STAFFING, A SIGNIFICANT REDUCTION WAS SEEN IN REQUESTS FOR NEW INSTRUCTIONAL EQUIPMENT AS WELL AS REDUCTIONS IN OTHER DISCRETIONARY AREAS.

- Discretionary Line Item Reductions: Contractual Services ($80,652); Materials & Supplies ($95,911); Conference & Meeting ($68,469); Capital Outlay ($450,766)
- Contingency allocated to VP of Instruction ($50,000)

EVEN WITH OVERALL REDUCTIONS, FUNDS FOR THE NEW HEALTH INFORMATION TECHNOLOGY (HIT) PROGRAM WERE BUDGETED. OBLIGATIONS SUCH AS PROFESSIONAL DEVELOPMENT FUNDS FOR FULL-TIME FACULTY, CLINICAL SITE VISITS, AND FUNDS TO COVER TRAVEL TO THE COLLEGE’S TWO EXTENSION CENTERS WERE ALSO BUDGETED.
ACADEMIC SUPPORT: $2,141,000 or 6.2% of Budgeted Operating Expenditures
This category includes activities designed to provide support services for the institution's primary missions of instruction and public service. Academic support includes the operation of the library, educational media services, and academic computing used in the learning process.

As compared to the prior year’s budget, Academic Support experienced an overall decrease of (22.77%) or ($631,173). In addition to salary and benefit savings from attrition and the elimination of a position, reductions were seen in each area of discretionary spending.

- Discretionary Line Item Reductions: Contractual Services ($12,423); Materials & Supplies ($133,633); Conference & Meeting ($63,675); Capital Outlay ($30,400)

Budget requests in this area included $40,000 to upgrade existing and also provide additional smart rooms. In addition, $25,000 was budgeted for the implementation of new EMS Scheduling software and $10,000 to provide for a related support agreement.

STUDENT SERVICES: $2,833,664 or 8.3% of Budgeted Operating Expenditures
The student services function provides assistance in the areas of financial aid, admissions, placement, testing, counseling, and student activities.

As compared to the prior year’s budget, Student Services experienced a decrease of (11.96%) or ($384,823). In addition to salary and benefit savings from attrition, reductions were seen in the following areas of discretionary spending.

- Discretionary Line Item Reductions: Contractual Services ($24,489); Materials & Supplies ($27,175); Conference & Meeting ($25,263); Fixed Charges ($1,140); Capital Outlay ($2,400)

In addition to other services, some examples of normal budget requests in the Student Services area would be to provide student assistance in the areas of interpreting and tutoring services, along with the job fair and other career services.
PUBLIC SERVICES: $1,045,954 or 3.0% of Budgeted Operating Expenditures
Public service consists of Community Education (noncredit) classes and other activities of an educational nature, such as workshops, seminars, and the provision of college facilities and expertise to the community designed to be of service to the public.

As compared to the prior year’s budget, Public Services experienced a decrease of (4.40%) or ($48,103). Salary and benefit budgeting resulted in a nominal reduction. Additional reductions were seen in each area of discretionary spending.

- Discretionary Line Item Reductions: Contractual Services ($14,736); Materials & Supplies ($15,133); Conference & Meeting ($9,790); Other ($400)

INSTITUTIONAL SUPPORT: $6,796,508 or 19.8% of Budgeted Operating Expenditures
Institutional support includes expenditures for central executive-level activities and support services that benefit the entire institution. Examples include expenses for the governing board, information technology, fiscal operations, human resources, institutional effectiveness, legal services, etc.

As compared to the prior year’s budget, Institutional Support experienced a decrease of (9.45%) or ($709,670). Salary and benefit budgeting resulted in a net increase of just under $88,000.

- Discretionary Line Item Reductions: Materials & Supplies ($314,028); Conference & Meeting ($79,450); Capital Outlay ($5,900); Other ($6,000)
- Contingency - VP Business Services ($25,000); VP Student Affairs & Community Ed ($25,000)
- Contingency - General ($600,000)

OPERATION & MAINT. OF PLANT: $3,500,000 or 10.2% of Budgeted Operating Expenditures
Operation and maintenance of plant consists of those activities necessary to keep the grounds, buildings, and equipment operating efficiently and ready for use. This function also provides for plant utilities, as well as equipment, materials, supplies, fire protection, and other costs necessary to support this function.

As compared to the prior year’s budget, Operation and Maintenance of Plant experienced a decrease of (23.58%) or ($1,079,846). A significant portion were salary and benefit reductions related to both attrition and the removal of CHEC Custodial staffing from Operating Funds to the Auxiliary Fund.

- Discretionary Line Item Reductions: Contractual Services ($136,074); Materials & Supplies ($32,143); Conference & Meeting ($6,670); Fixed Charges ($700); Utilities ($101,016); Capital Outlay ($54,000)
- Contingency allocated for Facility Needs ($250,000)
## EXPENDITURE COMPARISON - FY 2016 to FY 2015
### OPERATING FUNDS

### EXPENDITURES BY PROGRAM:

<table>
<thead>
<tr>
<th>Program</th>
<th>FY 16 Tentative Budget</th>
<th>FY 15 Adopted Budget</th>
<th>Increase (Decrease)</th>
<th>% Increase (Decrease)</th>
<th>% of Total FY16 Budget</th>
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<tr>
<td>INSTRUCTION</td>
<td>$11,821,695</td>
<td>$13,509,118</td>
<td>($1,687,423)</td>
<td>(12.49%)</td>
<td>34.5%</td>
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<td>ACADEMIC SUPPORT</td>
<td>2,141,000</td>
<td>2,772,173</td>
<td>(631,173)</td>
<td>(22.77%)</td>
<td>6.2%</td>
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<td>STUDENT SERVICES</td>
<td>2,833,664</td>
<td>3,218,487</td>
<td>(384,823)</td>
<td>(11.96%)</td>
<td>8.3%</td>
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<tr>
<td>PUBLIC SERVICES</td>
<td>1,045,954</td>
<td>1,094,057</td>
<td>(48,103)</td>
<td>(4.40%)</td>
<td>3.0%</td>
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<td>OPERATION &amp; MAINTENANCE</td>
<td>3,500,000</td>
<td>4,579,846</td>
<td>(1,079,846)</td>
<td>(23.58%)</td>
<td>10.2%</td>
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<td>INSTITUTIONAL SUPPORT</td>
<td>6,796,508</td>
<td>7,506,178</td>
<td>(709,670)</td>
<td>(9.45%)</td>
<td>19.8%</td>
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<td>SCHOLARSHIPS &amp; WAIVERS</td>
<td>4,474,100</td>
<td>4,961,500</td>
<td>(487,400)</td>
<td>(9.82%)</td>
<td>13.0%</td>
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<td>TRANSFERS</td>
<td>1,706,600</td>
<td>1,587,851</td>
<td>118,749</td>
<td>7.48%</td>
<td>5.0%</td>
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<td><strong>TOTALS</strong></td>
<td><strong>$ 34,319,521</strong></td>
<td><strong>$ 39,229,210</strong></td>
<td><strong>($4,909,689)</strong></td>
<td><strong>(12.52%)</strong></td>
<td><strong>100.0%</strong></td>
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Note: Includes Education and Operations & Maintenance Funds.

### EXPENDITURES BY OBJECT:

<table>
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<tr>
<th>Object</th>
<th>FY 16 Tentative Budget</th>
<th>FY 15 Adopted Budget</th>
<th>Increase (Decrease)</th>
<th>% Increase (Decrease)</th>
<th>% of Total FY16 Budget</th>
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<tr>
<td>SALARIES</td>
<td>$20,600,199</td>
<td>$22,026,208</td>
<td>($1,426,009)</td>
<td>(6.47%)</td>
<td>60.0%</td>
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<td>EMPLOYEE BENEFITS</td>
<td>2,639,584</td>
<td>3,273,265</td>
<td>(633,681)</td>
<td>(19.36%)</td>
<td>7.7%</td>
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<td>CONTRACTUAL SERVICES</td>
<td>1,685,743</td>
<td>1,696,243</td>
<td>(10,500)</td>
<td>(0.62%)</td>
<td>4.9%</td>
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<td>MATERIALS &amp; SUPPLIES</td>
<td>1,588,116</td>
<td>2,206,140</td>
<td>(618,024)</td>
<td>(28.01%)</td>
<td>4.6%</td>
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<td>CONFERENCE &amp; MEETING</td>
<td>362,803</td>
<td>616,120</td>
<td>(253,317)</td>
<td>(41.11%)</td>
<td>1.1%</td>
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<td>FIXED CHARGES</td>
<td>15,987</td>
<td>17,827</td>
<td>(1,840)</td>
<td>(10.32%)</td>
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<td>UTILITIES</td>
<td>803,554</td>
<td>902,770</td>
<td>(99,216)</td>
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<td>2.3%</td>
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<td>CAPITAL OUTLAY</td>
<td>191,000</td>
<td>734,466</td>
<td>(543,466)</td>
<td>(73.99%)</td>
<td>0.6%</td>
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<td>OTHER</td>
<td>4,535,935</td>
<td>5,028,320</td>
<td>(492,385)</td>
<td>(9.79%)</td>
<td>13.2%</td>
</tr>
<tr>
<td>CONTINGENCY</td>
<td>190,000</td>
<td>1,140,000</td>
<td>(950,000)</td>
<td>(83.33%)</td>
<td>0.6%</td>
</tr>
<tr>
<td>TRANSFERS</td>
<td>1,706,600</td>
<td>1,587,851</td>
<td>118,749</td>
<td>7.48%</td>
<td>5.0%</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>$ 34,319,521</strong></td>
<td><strong>$ 39,229,210</strong></td>
<td><strong>($4,909,689)</strong></td>
<td><strong>(12.52%)</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>
Expenditures by Program
Operating Funds
FY 2016

- Instruction: 34.50%
- Institutional Support: 19.80%
- Operation & Maintenance: 10.20%
- Student Services: 8.30%
- Academic Support: 6.20%
- Transfers: 5.00%
- Scholarships & Waivers: 13.00%
- Public Services: 3.00%
- Expenditures by Program
  Operating Funds
  FY 2016
Expenditures by Object
Operating Funds
FY 2016

- Salaries: 60.00%
- General Materials & Supplies: 4.60%
- Employee Benefits: 7.70%
- Contingency: 0.60%
- Other: 13.20%
- Contractual Services: 4.90%
- Utilities: 2.30%
- Transfers: 5.00%
- Conf & Mtg: 1.10%
- Capital Outlay: 0.60%
- Fixed Charges: 0.00%
- Salaries: 60.00%
### Adopted Budget History - Operating Expenditures FY 05 to FY 16

<table>
<thead>
<tr>
<th></th>
<th>FY 05</th>
<th>FY 06</th>
<th>FY 07</th>
<th>FY 08</th>
<th>FY 09</th>
<th>FY 10</th>
<th>FY 11</th>
<th>FY 12</th>
<th>FY 13</th>
<th>FY 14</th>
<th>FY 15</th>
<th>FY 16</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Funds</strong></td>
<td>31,575,827</td>
<td>33,850,518</td>
<td>35,824,822</td>
<td>39,079,862</td>
<td>39,493,777</td>
<td>40,926,392</td>
<td>38,282,968</td>
<td>38,897,384</td>
<td>38,050,395</td>
<td>38,028,476</td>
<td>39,229,210</td>
<td>34,319,521</td>
</tr>
</tbody>
</table>
NON-OPERATING BUDGETARY FUNDS

BOND AND INTEREST FUND:
This fund is established for the payment of principal, interest and related charges of any outstanding bond issue. For FY 2016, $1,965,899 in principal, interest, and fee payments are scheduled. Of this amount, $463,973 is specifically related to the repayment of bonds related to the refinancing of debt certificates issued for the Enterprise Resource Planning (ERP) system. The remaining budgeted expenditures of $1,501,926 are related to bonds issued in 2007 for the purpose of construction.

AUXILIARY ENTERPRISES FUND:
The Auxiliary Enterprises Fund accounts for college services where a fee is charged to students/staff and the activity is intended to be self-supporting. Examples of accounts in this fund include food services, bookstore, copy/supply center, and intercollegiate athletics. For FY 2016, a major change to the Auxiliary Fund was the addition of two new departments related to the Community Health Education Complex (CHEC). One is related to memberships and the overall facility. The other is related to Community Education classes led by an Instructor. Budgeting for the CHEC building included revenue projections and all expenditures such as staffing, contractual services, supplies, equipment, utilities, waivers, etc.

Subsidies for Auxiliary Services by the Education Fund should be shown as transfers to the appropriate account. For FY 2016, $1,033,100 is being provided by transfers from the Education Fund. $33,100 of this transfer is specifically related to reimbursing the CHEC facility for the cost of staff wellness waivers agreed to by the College in policy and various union contracts. The remaining transfer amount is intended to support Athletic programs. At this time, previously accumulated Auxiliary fund balance in the amount of $300,000 will be utilized to subsidize operations of the CHEC facility.

Total expenditures in the Auxiliary Fund are estimated at $2,535,272. Including the transfer in, total revenue for this fund is projected at $1,933,183. This cannot continue indefinitely. This practice works against the fund balance goals previously established by the Finance committee, and will eventually cause the fund to become unhealthy. The College Administration continues to review recommendations related to Athletic programs, and towards actions necessary to eliminate the need to subsidize CHEC operations.

AUDIT FUND:
The Audit Fund is established for recording the payment of auditing expenses. During FY 2016, $44,195 will be budgeted to cover expenditures in this fund. This amount includes $47,995 for the performance of an external audit by an independent CPA firm less $9,300 of the portion anticipated to be funded by grant sources. $5,500 is also included for actuarial consulting related to the evaluation of post-employment insurance benefits. Total revenue of $42,800 is anticipated from local taxes and a small amount of interest.
LIABILITY, PROTECTION AND SETTLEMENT FUND:
This fund accepts special levies for tort liability, property insurance, Medicare insurance, FICA taxes and workers’ compensation. The monies in this fund should be used only for the payment of tort liability, property, unemployment or workers compensation insurance or claims, risk mitigation, and the cost of participation in the Federal Medicare program. During FY 2016, this budget amount is $1,982,050. Expenditures in this fund include insurance costs for property and casualty, and the cost of maintaining and expanding the Campus Police operations. The College will include attorney fees pertaining to liability protection plus a portion of staff members’ time that are active in the functions of this fund.

RESTRICTED PURPOSES FUND:
This fund is for the purpose of the accounting for monies that have restrictions regarding their use. This fund accounts for state and federal grants plus other specific use contracts. Student financial aid funds are a primary source of expenditures in this fund. During FY 2016, we will budget $20,936,025 in this fund. The College feels this will adequately meet the needs of the Restricted Fund.

ADDITIONAL BUDGET INFORMATION RESTRICTED PURPOSES FUND 06:
Initially, revenue from issued debt certificates was placed in the Restricted Purposes fund. Therefore, the corresponding expenditures budgeted for both the purchase and initial support of the Jenzabar ERP system, and payments related to the contractual agreement with CampusWorks were also placed in the restricted purposes fund. The last year of the initial three year prepaid Jenzabar maintenance agreement will be expensed in FY 2016.

The amounts below do not include the hosting of the new ERP system which is budgeted in the Education fund.

FY 2016 Restricted Purposes Fund Breakdown of Budgeted ERP Expenditures:

- $166,025 Jenzabar Maintenance Agreement - Year Three
- $20,000 Jenzabar Reimbursable Travel
- $100,000 Remaining CampusWorks agreement
- $286,025 Total ERP Expenditures budgeted in Restricted Fund for FY 2016
OPERATIONS AND MAINTENANCE (RESTRICTED) FUND:

This fund is utilized to account for monies restricted for building purposes and site acquisition. This fund primarily will be expending bond proceeds acquired for the new building project, protection, health and safety levies, plus transfers from operating funds and interest earnings. The amount of $1,985,000 is being budgeted in this fund. Funds are provided in the Operation and Maintenance (Restricted) for completion of approved protection, health, safety projects.

Breakdown of Operations and Maintenance Restricted Fund projects:

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Bond Funds (2007 Series)</th>
<th>Protection, Health, Safety Projects</th>
<th>Other (O&amp;M Restricted)</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology Lab Renovation-Room C237</td>
<td>65,000</td>
<td></td>
<td></td>
<td>65,000</td>
</tr>
<tr>
<td>Locker Room-CHEC Building</td>
<td>280,000</td>
<td>200,000</td>
<td></td>
<td>480,000</td>
</tr>
<tr>
<td>B Building Roof Replacement</td>
<td>375,000</td>
<td></td>
<td></td>
<td>375,000</td>
</tr>
<tr>
<td>Security Camera Project</td>
<td>300,000</td>
<td></td>
<td></td>
<td>300,000</td>
</tr>
<tr>
<td>O'Neil Auditorium Lighting</td>
<td>250,000</td>
<td>15,000</td>
<td></td>
<td>265,000</td>
</tr>
<tr>
<td>Dell Lease-Network Upgrade</td>
<td></td>
<td>200,000</td>
<td></td>
<td>200,000</td>
</tr>
<tr>
<td>Carpet Replacement</td>
<td></td>
<td>70,000</td>
<td></td>
<td>70,000</td>
</tr>
<tr>
<td>Painting of Exterior Handrails</td>
<td></td>
<td>20,000</td>
<td></td>
<td>20,000</td>
</tr>
<tr>
<td>Striping of Parking Lots &amp; Roadways</td>
<td></td>
<td>50,000</td>
<td></td>
<td>50,000</td>
</tr>
<tr>
<td>Architectural &amp; Engineering Services</td>
<td>50,000</td>
<td>110,000</td>
<td></td>
<td>160,000</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$ 395,000</strong></td>
<td><strong>$ 1,235,000</strong></td>
<td><strong>$ 355,000</strong></td>
<td><strong>$ 1,985,000</strong></td>
</tr>
</tbody>
</table>

Note:
CHEC represents the Community Health Education Complex.

Two other approved capital projects were also budgeted in other funds. They include $50,000 for the removal of a stage area in the Cosmetology department budgeted in the Liability, Protection, and Settlement Fund, and $105,000 budgeted in the Auxiliary Fund for the installation of a Baseball Announcer Stand.
### EQUALIZED ASSESSED VALUATION

<table>
<thead>
<tr>
<th>COUNTY</th>
<th>2014 PAYABLE IN 2015</th>
<th>2013 PAYABLE IN 2014</th>
<th>INCREASE (DECREASE)</th>
<th>INCREASE (DECREASE)</th>
<th>$</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Williamson</td>
<td>950,562,817</td>
<td>946,400,403</td>
<td>4,162,414</td>
<td>0.44%</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>*Jackson</td>
<td>677,500,000</td>
<td>667,469,780</td>
<td>10,030,220</td>
<td>1.50%</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Perry</td>
<td>85,122,356</td>
<td>83,815,165</td>
<td>1,307,191</td>
<td>1.56%</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Randolph</td>
<td>11,055,039</td>
<td>10,198,758</td>
<td>856,281</td>
<td>8.40%</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Franklin</td>
<td>83,697,751</td>
<td>77,755,623</td>
<td>5,942,128</td>
<td>7.64%</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>$1,807,937,963</td>
<td>$1,785,639,729</td>
<td>$22,298,234</td>
<td>1.25%</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

*Jackson County is based on an estimate. Tax computation report not yet available.