
***Rogue Community College Budget Committee Meeting Minutes
April 19, 2011***

1. **Call to Order** – Pat Ashley, Chair, Rogue Community College (RCC) Board of Education (Board) called the Budget Committee meeting to order at 3:00 p.m. on Tuesday, April 19, 2011, at the Table Rock Campus, Conference Room 206, 7800 Pacific Avenue, White City, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of Budget Committee members were present including Pat Ashley, Joe Davis, John Harelson, Skip Patterson, Midge Renton, Randy Sparacino, Kevin Talbert, Dawn Welch, Dean Wendle and Joseph Zagorski.
3. **Introduction of Guests** – RCC district employees including Peter Angstadt, Kori Bieber, Margaret Bradford, Cheryl Markwell, Lisa Stanton, Curtis Sommerfeld, Lynda Warren and Denise Nelson attended.
4. **Appoint Budget Committee Chair for Budget Process**

Dean Wendle moved, seconded by Skip Patterson, that Budget Committee member Dawn Welch serves as 2011/12 Budget Committee Chair. Ms. Welch accepted the appointment.

The motion unanimously carried.

5. **Review Budget [Oregon Budget Law, Chapter 294 (Oregon Revised Statutes)]**
 - A. **Review 2011/12 Budget Process**

Lynda Warren explained the responsibilities of the Budget Committee which include:

- Review and revise proposed budget
- Provide opportunity for citizen input
- Approve budget and tax rate

RCC's 2011/12 proposed budget can be reviewed in detail at www.roguecc.edu/budget/2011_12/proposed

Creating the Proposed Budget

- Projected revenue
- Projected expenditures
- Joint Budget Advisory Group and Tuition and Fees Committee meetings
- College-Wide budget presentations

6.A.a

***Rogue Community College Budget Committee Meeting Minutes
April 19, 2011***

B. President's Message

President Angstadt referred to the Budget Message, (see file) which provides information regarding challenges, opportunities and strategies for Fiscal Year (FY) 2011/12 and beyond, general fund resources and general fund expenditures.

- Through work done by the Budget Advisory Group and Tuition and Fees Committee, the 2011/12 budget is presented as a balanced budget. The budget has been built on the premise of a rollover personnel budget with 0% increase in salaries.
- In 2000/01, state funding accounted for approximately 40% of the College's total revenue, but in 2011/12, it is expected to be approximately 15%.
- RCC's budget is based on the 2011/13 Governor's recommended budget for the Community College Support Fund (CCSF) of \$410 million.
- Reserves are budgeted at \$1.7 million and another \$540,000 is budgeted to be transferred to the Stability Reserve Fund.

C. Review Proposed Budget 2011/12

Lynda Warren, Lisa Stanton and Curtis Sommerfeld presented the proposed budget to the committee utilizing an electronic presentation developed this year (see hard copy on file) in addition to the budget report (see file).

Revenue

- Tuition – 40%
- Property Taxes – 30%
- State Operations – 15%
- Beginning Fund Balance – 6%
- Transfers In – 5%

Property Taxes:

- Jackson County – 70% of the amount levied
- Josephine County – 30% of the amount levied
- Remain relatively consistent
- Usually increase 3% but based on advice of counties only projecting a 2% increase

***Rogue Community College Budget Committee Meeting Minutes
April 19, 2011***

State Funding:

- 15% of projected revenue
- In 2000/01 almost 40%
- Governor's budget CCSF \$410 million
- 2007/09 biennium CCSF was \$500 million
- 2009/11 biennium CCSF started at \$450 million
- Decreased 3 times since May 2010
- Currently CCSF is approximately \$416 million
- At \$410 million received approximately \$5.6 million
- RCC's share of the CCSF has increased
- Proposed change to limit State paying for growth

Tuition:

- Tuition recommendation of \$85 / credit from current \$75 / credit
- Each \$1 increased / credit equals approximately \$180,000 at current enrollment levels
- Impossible to predict enrollment levels
- Tuition and fees are the only revenue source the College controls
- Fees are accounted for in the College Service fund
- Enrollment increases have helped

Transfers In:

- College Services Fee – Remained unchanged for several years
\$135 / term for 12 + credits, nets approximately \$1 million
Carryover of \$300,000 per year for 3 years
- Tech Fee Fund – Saved from 2010/11
\$300,000 per year for 2 years

Beginning Fund Balance:

- In 2010/11 was about 13% of revenue
- Planned that way since doing a 2 year look
- Will need to do the same for the coming biennium

Expenditures

- Personnel – 58%
- Personnel Related– 23%
- District Materials & Services (M&S) – 10%
- Non-District M&S – 5%
- Transfers Out – 4%

*Rogue Community College Budget Committee Meeting Minutes
April 19, 2011*

Personnel and Personnel Related:

- Numbers reflect status quo with 0% increases and \$160,000 additional savings
- FAMAT and CAMAT process
- Assumes same enrollment level so same amount of part-time faculty as current year
- 1% increase or decrease equals \$160,000 (apx.)
- 1 unpaid furlough day = \$80,000 (apx.)
- “Personnel Related” includes:
 - PERS
 - FICA
 - Health insurance
 - Workers compensation
 - Unemployment
 - Life insurance

PERS increase - \$600,000

6% increase to health insurance - \$200,000

Total Personnel Related increase: \$800,000

Note: Additional court cases may affect PERS

Materials and Services:

- District examples:
 - Utilities
 - Accreditation
 - Catalogs and schedules
 - Tuition waivers
 - Property and liability insurance
- Tuition waivers also count for tuition revenue
- Department average 3 years + 25% -- process if department needs something different

Transfers Out:

- District examples:

***Rogue Community College Budget Committee Meeting Minutes
April 19, 2011***

- Debt service
- Professional development
- Higher Education Center
- Stability reserve fund

Reserves (Contingency):

- Set aside in case of unexpected expenses or emergencies
- Should be 5 – 10% of budget

Stability Reserve Fund:

- Established in FY2010/11
- Recommended by Budget Advisory Group
- Used to smooth out ebbs & flows of the budget

Next Steps

- The next Budget Committee meeting will be held May 17.
- The recommended budget, as approved by the Budget Committee after their final meeting on May 17, will be presented to the Board of Education on June 21.
- Thoughts and/or questions can be forwarded to President Angstadt, Lynda Warren or Lisa Stanton

Lynda Warren commended staff, the Budget Advisory Group and Tuition and Fees Committee for their diligent work during the budgeting process.

- 6. Public Comment** – None
- 7. New Business** – None
- 8. Adjournment** – Ms. Welch adjourned the meeting at 3:55 p.m.

Denise Nelson, Assistant to the President and Board of Education

Dawn Welch, Chair, RCC Budget Committee

Dated: May 17, 2011
