
Rogue Community College Budget Committee Meeting Minutes
April 19, 2016

1. **Call to Order** – Kevin Talbert, Chair, Rogue Community College (RCC) Board of Education, called the meeting to order at 3:00 p.m. on Tuesday, April 19, 2016, at the Table Rock Campus, 7800 Pacific Avenue, White City, room 206.
Due notice was given.

2. **Determine Presence of Quorum** – A quorum was confirmed with the following committee members in attendance: Pat Ashley, Darlene Dart, Tim Johnson, Dick Rudisile, Claudia Sullivan, Kevin Talbert, Dawn Welch, Dean Wendle

Absent: John Anhorn, Brett Johnson, Ron Fox, James Patterson, Midge Renton, Sharon Work and Jerry Work

3. **Introduction of Guests** – RCC District employees: Peter Angstadt, Kori Ebenhack-Bieber, Natalie Herklotz, Curtis Sommerfeld, Lori Sours, Lisa Stanton, Denise Swafford, Sarah Wofford and Denise Nelson.

4. **Appoint Budget Committee Chair for Budget Process**

Budget Committee member Darlene Dart was nominated to serve as the 2016/17 Committee Chair and Ms. Dart accepted the nomination. Dean Wendle moved, seconded by Tim Johnson, the Budget Committee appoint Darlene Dart as the 2016/17 District Budget Committee Chair. **The motion unanimously carried.**

5. **Review Budget [Oregon Budget Law, Chapter 294 (Oregon Revised Statutes)]**

A. Review Budget

[Oregon Budget Law, Chapter 294, (Oregon Revised Statutes)]

A. Review 2016/17 Budget Process

Lisa Stanton, Chief Financial Officer, provided an overview of the 2016/17 RCC budget book. Ms. Stanton reported the College Budget Advisory Team, with representative membership from all employee groups, college divisions, Associate Student Government and Board members, have met numerous times over the past six months. Budget forums have also been held. The 2016/17 RCC budget was developed with considerable college-wide participation and takes into consideration the long-term effect of the current economic challenges and the financial health of the College.

Curtis Sommerfeld, Vice President of College Services, advised the budget contains standard items and also items related to the Strategic Plan. Vice Presidents Kirk Gibson and Kori Ebenhack-Bieber provided the Committee with examples of Strategic Plan related items from the Instructional and Student Services divisions.

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- B.** President's Message (see pages 1 – 2 of the RCC budget book)
- C.** Review Proposed Budget 2016/17
- a.** Revenues - General Fund and College Services Fund
- Tuition and Fees – account for 37.3% of the budget's revenue
 - Property Taxes – 34.4 %
 - State Operations – 25.7 %
 - Other Revenue & Transfers In – 2.6%
- b.** Revenue Assumptions
- The budget is based on the State's Community College Support Fund appropriation in the amount of \$550 million
 - Property taxes are projected to increase 3.25%, or \$400,630, over 2015/16 actuals
 - Tuition is expected to decrease 6% in accordance with the anticipated enrollment decline. The College is experiencing about the same number of students enrolling, however, students are taking fewer credits (see chart on file titled *Headcount vs. Credits*)
 - A chart titled *State Funding vs. Tuition & Fee Revenue (General Fund and College Services Fund)* for fiscal year 2008-2015 (actuals) and 2015-2017 (projected) was reviewed (see file).
- c.** Expenditures
- Personnel & Other accounts for 77.5% of the budget's expenditures
 - Materials & Services and Capital – 15.0%
 - Transfers Out – 7.5%

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d. Budget Changes – Expenditures (General Fund and College Services Fund combined):

Fiscal Year 2015/16 Adopted Budget	\$44,538,310
Estimated cost of increases in personnel and other personnel expenses	\$281,889
Materials and services district	\$365,129
Materials and services non-district	(\$4,724)
Capital	\$19,497
Transfers	(\$595,131)
Contingency	(\$18,255)
Reserve for future expenditures	\$47,686
Fiscal Year 2016/17 Proposed Budget	\$44,634,400

e. Future Year Assumptions

- Enrollments are expected to decline an additional 4%
- The State’s Community College Support Fund formula may change in the 2017/19 biennium
- The Public Employee Retirement System (PERS) is expected to increase 3-6% in the 2017/19 biennium

Discussion occurred regarding PERS rates. Staff advised that PERS rates increase every other year, and this is an off year.

Dean Wendle asked if there were any areas where the College could cut costs. President Angstadt recommended waiting to fill some open personnel positions until fall term enrollment numbers are reported.

Dick Rudisile confirmed that if reserve funding is used to balance the budget and also needed to cover expenses during next fiscal year, the budget would be tight in 2017/18.

Budget Committee members were encouraged to contact Lisa Stanton or Curtis Sommerfeld if they had any questions or concerns.

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6. **Public Comment** – None
7. **New Business** – None
8. **Adjournment** – Darlene Dart stated the next Budget Committee meeting will be held on May 17, 3:00 p.m., Redwood Campus. Ms. Dart adjourned the meeting at 4:00 p.m.