

Agenda item No. 11.a.

FY2020 Operations Budgets

Recommended Directive:

The following proposed operations budget for FY2020 of \$13,538,503 is hereby approved.

Discussion:

Management was tasked with the development of the College's operations budget for FY2020 in accordance with the budget guidelines approved by the board. Campus and office directors/heads prepared the budgets in coordination with staff/faculty and in consultation respective vice-president to ensure that the development of budgets is in accordance with institutional priorities. The Vice President for Administrative Services and the Comptroller were tasked to lead the process of budget development.

General Highlights:

- The operations budget consists of the Office of the President (Office of the President and Institutional Advancement Office, 4 state campuses (CTEC, Chuuk, Kosrae, and Yap), Institutional Effectiveness and Quality Assurance Department (Office of VPIEQA, Office of Institutional Effectiveness, and Information and Technology Office), Instructional Affairs Department (Office of VPIA, Social Science, Education, Business, Math & Science, Lang & Lit, Health Science divisions, Learning Resource Center and CRE), Administrative Services Department (Office of VPAS, Human Resources Office, Business Office, Maintenance and Procurement and Property Management Office), and Enrollment Management and Student Services Department (Office of VPEMSS, Office of Admission, Records, and Retention, Financial Aid Office, Counselling, Sports, Health, Student Life, Residence Hall, and Security).

- The level of FY 2020 budget of \$13,538,503 is the same with FY2019 to address the college's priorities.

- The budget is projected to serve 5,308 students for three semesters:

		Fall	Spring	Sum	Total
○ National campus	-	957	894	432	2,284
○ CTEC	-	648	548	254	1,450
○ Chuuk campus	-	251	234	128	614
○ Kosrae campus	-	207	180	125	512
○ Yap campus	-	<u>178</u>	<u>180</u>	<u>90</u>	<u>447</u>
Total		<u>2,242</u>	<u>2,036</u>	<u>1,029</u>	<u>5,308</u>

Revenue:

- The projected revenue consists of the following:

○ Tuition					
▪ National campus	-	\$	3,883,140		
▪ CTEC	-		2,237,598		
▪ Chuuk campus	-		1,012,092		
▪ Kosrae campus	-		760,001		
▪ Yap campus	-		<u>708,782</u>		\$ 8,601,614

○ Student Activity / Health / Registration	265,378
○ Facility	771,512
○ Residence Hall	100,000
○ FSM – ESG	1,000,000
○ FSM – General Fund	<u>2,800,000</u>
Total	<u>\$13,538,503</u>

- The tuition and fees are based on the following assumptions:
 - The projected number of students for National, CTEC, Kosrae and Yap campuses were based on actual 3 yrs. average (2015-2017).
 - The projected average credit was based on the college catalogue for the full-time students and 10% increase FTE for part-time students.
- Tuition Fee - \$135 per credit
- Student Activity / Health / Registration - \$50 per student
- Facility Fee is calculated based on FY2016 actual percentage of full time and part time students.

Expenditures:

- The revenue of \$13,538,503 is allocated as follows:

○ CTEC	-	\$1,945,122	or	14.37%
○ Chuuk campus	-	1,519,935	or	11.23%
○ Kosrae campus	-	952,027	or	7.03%
○ Yap campus	-	803,440	or	5.93%
○ Office of the President	-	612,589	or	4.52%
○ IEQA	-	829,777	or	6.13%
○ Instructional Affairs	-	3,412,823	or	25.21%
○ Administrative Services	-	2,022,580	or	14.94%
○ Student Services	-	1,440,210	or	10.64%
- The breakdown of the expenditure budget according to the nature of expenditures are as follows:

○ Salaries and benefits	-	\$9,473,929	or	69.98%
○ Travel and site visits	-	363,061	or	2.68%
○ Contractual services	-	379,192	or	2.80%
○ Consumables	-	3,147,221	or	23.25%
○ Fixed assets	-	175,100	or	1.29%

Attached are details of revenue and expenditures for FY2020.

ACTION TAKEN:

- _____ Approved
- _____ Approved with modifications
- _____ Deferred to a later meeting
- _____ Disapproved

VOTE:

____ aye ____ nay ____ abstain

DATE: _____