

Agenda item No. 11.a.

FY2021 Operations Budgets

Recommended Directive:

The following proposed operations budget for FY2021 of \$13,359,948 is hereby approved.

Discussion:

Management was tasked with the development of the College's operations budget for FY2021 in accordance with the budget guidelines approved by the board. Campus deans and office directors 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 2021 budget of \$13,359,948 is 1% lower compared with FY2020 budget.
- The budget is projected to serve 4,974 students for three semesters:

		Fall	Spring	Sum	Total
○ National campus	-	978	865	491	2,334
○ CTEC	-	506	412	236	1,154
○ Chuuk campus	-	273	234	172	679
○ Kosrae campus	-	151	131	106	387
○ Yap campus	-	<u>165</u>	<u>140</u>	<u>114</u>	<u>420</u>
Total		<u>2,073</u>	<u>1,782</u>	<u>1,119</u>	<u>4,974</u>

Revenue:

- The projected revenue consists of the following:
 - Tuition
 - National campus - \$ 3,964,827
 - CTEC - 1,968,397
 - Chuuk campus - 1,119,258
 - Kosrae campus - 629,506
 - Yap campus - 682,305 \$ 8,364,293

○ Student Activity / Health / Registration	248,710
○ Facility	826,945
○ Residence Hall	120,000
○ FSM – ESG	1,000,000
○ FSM – General Fund	<u>2,800,000</u>
Total	<u>\$13,359,948</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 (2017-2019) in headcounts plus 5% increase.
 - Average credits during regular semesters (fall and spring) are 15 credits for all campuses
 - Average credit during summer session for all campuses is 6 credits
 - Lowering the allowance to 4% from 7.5%
- Tuition Fee - \$135 per credit
- Student Activity / Health / Registration - \$50 per students

Expenditures:

- The revenue of \$13,359,948 is allocated as follows:

○ CTEC	-	\$1,921,224	or	14.38%
○ Chuuk campus	-	1,425,186	or	10.67%
○ Kosrae campus	-	888,237	or	6.65%
○ Yap campus	-	826,908	or	6.19%
○ Office of the President	-	599,274	or	4.49%
○ IEQA	-	860,718	or	6.44%
○ Instructional Affairs	-	3,347,885	or	25.06%
○ Administrative Services	-	2,035,716	or	15.24%
○ Student Services	-	1,454,800	or	10.89%
- The breakdown of the expenditure budget according to the nature of expenditures are as follows:

○ Salaries and benefits	-	\$9,533,018	or	70.41%
○ Travel and site visits	-	295,388	or	2.18%
○ Contractual services	-	438,992	or	3.24%
○ Consumables	-	3,004,550	or	22.19%
○ Fixed assets	-	88,000	or	.65%

Attached are details of revenue and expenditures for FY2021.

ACTION TAKEN:

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

VOTE:

_____aye _____nay _____abstain

