

Southwestern Oregon Community College

Board Clerk: Judith Hansen
Campus Contact: Deb Nicholls (541) 888-7400, dnicholls@socc.edu

“Southwestern leads and inspires lifelong learning.”

Board of Education

Budget Committee Meeting

Tuesday, June 3, 2008, 6:00 p.m.





Southwestern Oregon Community College

Board Clerk: Judith Hansen
Campus Contact: Deb Nicholls (541) 888-7400, dnicholls@socc.edu

Board of Education Meeting – Budget Committee

Tioga Hall, Room 505, 1988 Newmark Ave., Coos Bay, Oregon
Tuesday, June 3, 2008, 6:00 p.m.

AGENDA

Action Items

1. CALL TO ORDER
Chair Gaudette
2. BUDGET COMMITTEE MEMBERS
 - A. Oath of Office
 1. Timm Slater
3. AGENDA CHANGES
4. CONSENT AGENDA
 - A. Minutes
 1. May 12, 2008 Budget Committee Meeting
5. 2008-09 RECOMMENDED BUDGET
 - A. Budget Changes
 - B. 2008-09 Recommended Budget
6. PUBLIC COMMENT
7. BUDGET COMMITTEE RECOMMENDATION
 - A. Approval of Recommended Budget; OR
 - B. Schedule a Third Meeting
8. ADJOURNMENT
Chair Gaudette



Board policy states that requests must be made by contacting the Clerk of the Board at least seven working days prior to the scheduled meeting. Requests for additions by visitors attending a meeting will be allowed by an affirmative vote of the majority of the Board Members. Time allocations will be at the discretion of the Board Chair.

It is the policy of the Board of Education to adjourn the meeting within three hours of the start unless a motion to continue the meeting is made and approved by a majority vote of the members present.

Date June 3, 2008

Southwestern Oregon Community College District Budget Committee

I, **Timm Slater**, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Oregon and the laws thereof, and the policies of the Southwestern Oregon Community College District. During my term, I will faithfully and impartially perform the duties of the Office of College Budget Committee member to the best of my abilities.

Signed: Timm Slater

State of Oregon
County of Coos

Subscribed and sworn to me this 3rd Day of June 2008.

D Nicholls, Notary, State of Oregon
Commission Expires: November 3, 2011

Date June 3, 2008
Approved YES NO
Motion # _____

SOUTHWESTERN OREGON COMMUNITY COLLEGE
Board of Education – Budget Committee
Meeting Minutes
May 12, 2008

CALL TO ORDER

Board of Education Chair Lonny Anderson called the meeting to order at 6:01 p.m. Members of the Budget Committee met in Tioga Hall, Room 505. Due and proper public meeting notice was provided.

ATTENDANCE

Board of Education (quorum present)

Lonny Anderson (Board Chair)
Harry Abel
David Bridgham
Rick Howell

Marcia Jensen
Cherie Mitchell (via phone)
Carol Oelke

Budget Committee (quorum present)

Doug Fletcher
Mike Gaudette
Ron Opitz
Kathy Rosencrantz
Tim Salisbury

Absent:

Kathleen Mickelson
Timm Slater

Staff

Judith Hansen (President)
Kathy Barber
Blake Bowers
Carolyn Byrd
Robin Bunnell
Tim Dailey
Dora Daniels
Ray Daniels
Bob Fields
Kat Flores
James Fritz
Cindy Holland
Linda Kridelbaugh

Bruce Locker
Mary Loiselle
Sheldon Meyer
Eleanor Montagna
Deb Nicholls (Recording Secretary)
Ron Olson
Rick Osborn
Kristi Rayevich
Diana Schab
Patty Scott
Sharon Smith
Arlene Soto
John Speasl

Guests

Roger Gould
Drew Jones

Janne Lavelle
Alexander Rich

BUDGET COMMITTEE MEMBERS/OFFICERS

OATHS OF OFFICE

Chair Anderson administered Oath's of Office to Fletcher and Gaudette.

Doug Fletcher

Doug Fletcher promised to support the Constitution of the United States, the Constitution of the State of Oregon and the policies of the Southwestern Oregon Community College District during his term as a member of the Budget Committee.

Mike Gaudette

Mike Gaudette promised to support the Constitution of the United States, the Constitution of the State of Oregon and the policies of the Southwestern Oregon Community College District during his term as a member of the Budget Committee.

OFFICERS

Budget Committee Chair

Nominations Opened –

Ron Opitz’s motion to “*nominate Tim Salisbury, Budget Committee Chair,*” was seconded by Kathy Rosencrantz.

Bdgt M05/08-1

Doug Fletcher’s motion to “*nominate Mike Gaudette, Budget Committee Chair,*” was seconded by Harry Abel.

Upon call for the vote on both nominations and after receiving more affirmative votes, Gaudette was selected as the new Budget Committee Chair - **MOTION PASSED.**

Budget Committee Vice-Chair

Bdgt M05/08-2

Marcia Jensen’s motion to “*nominate Tim Salisbury, Budget Committee Vice-Chair,*” was seconded by Harry Abel. Upon call for the vote, the **MOTION PASSED.**

AGENDA CHANGES

The following documents were added at the meeting, but no agenda changes were made:

- Budget approval resolution
- Special Projects Fund Addenda
- FY08-09 Budget by Fund
- Summary of FY08-09 General Fund Budget Analysis

CONSENT AGENDA

Bdgt M05/08-3

Marcia Jensen’s motion to “*approve the Consent Agenda, as presented,*” was seconded by Lonny Anderson. Upon call of the vote, the **MOTION PASSED.**

BE IT RESOLVED, that the Board of Education and Budget Committee of Southwestern Oregon Community College District reviewed and approved the Budget Committee meeting minutes dated May 14, 2007.

2008-09 RECOMMENDED BUDGET

Budget Message from President Hansen

President Hansen briefed the Committee on her Budget message.

Budget Analysis

President Hansen and Ron Olson, Business Director, briefed the Committee on the presented analysis information.

- Special Projects Fund Addenda
- FY08-09 Budget by Fund
- Summary of FY08-09 General Fund Budget Analysis

Discussion occurred on the salaries of several positions, some of which were included in the presented Budget, some not. It was noted that ‘Contingency’ is not funded, but rather an area of the budget built for additional capacity of anticipated revenues. Board approval is required for all Contingency expenditures. Hansen stated that the anticipated revenues were not realized last year, resulting in an end-of-year struggle to support all of the operational items in the General Fund.

Therefore, a larger Contingency fund and a smaller operational budget was developed for the FY08-09 Budget.

Budget Committee members expressed concern with the presented Budget documents, including formatting. Confusion was noted with the spreadsheet errors found in the 2008-2009 Recommended Budget Detail as well as the fact that figures listed in the two Budget documents being reviewed did not match.

PUBLIC COMMENT

Chair Gaudette called for public comment.

The following individuals expressed concern regarding the Recommended Budget document, process, and auxiliary fund:

- James Fritz, Art Instructor
- Linda Kridelbaugh, Instructional Director
- Janne Lavelle, Community Member
- Ray Daniels, Welding Instructor
- Bob Fields, Faculty Senate Chair
- John Speasl, Athletic Director
- Blake Bowers, Instructional Director

Fields read the following Faculty Senate message to Southwestern Oregon Community College employees, Board, and Budget Committee regarding replacing a portion of the instructional budget by rescinding Exempt employee salary adjustments:

“Despite the need for restoration of the Instructional budget, the Faculty Senate opposes the reallocation of the proposed salary adjustment for Exempt employees because it is our opinion that such action unfairly impacts one employee group.”

**BUDGET COMMITTEE
RECOMMENDATION**

Approval of Recommended Budget

Given the concerns expressed, President Hansen withdrew the proposed resolution for approval of the 2008-2009 Budget and noted that the materials would be prepared in a different format as requested.

**SECOND MEETING
SCHEDULED
Bdgt M05/08-4**

Second Budget Committee Meeting

Marcia Jensen’s motion to *“hold another Budget Committee meeting”* was seconded by Harry Abel. Discussion occurred on how individuals could submit suggestions on the Budget document, salary allocations of all employee groups, and a meeting date/time. The amendment of the meeting date of Tuesday, June 3, 6:00 p.m. was made. Upon call for the vote, the **MOTION PASSED, as amended.**

ADJOURNMENT

No further business was presented and the meeting was adjourned at 9:17 p.m.

Respectfully submitted,

Mike Gaudette, Budget Committee Chair

Judith ML Hansen, Clerk

Deb Nicholls, Recording Secretary

Date June 3, 2008
Approved YES___ NO___
Motion # _____

**Southwestern Oregon Community College District
Budget Committee**

Prepared by: Dr. Sheldon Meyer, Vice President of Administrative Services

ACTION UNDER CONSIDERATION

Budget Committee approval of the 2008-2009 Budget for the Southwestern Oregon Community College District and recommendation of the 2008-2009 Budget to the Southwestern Oregon Community College Board of Education.

DISCUSSION / HISTORY

The Budget Committee is required by the Oregon Revised Statutes (ORS 294.406) to consider and approve a budget for the College before the new fiscal year beginning July 1, 2008. This resolution for the Recommended Budget authorizes the Budget Committee to approve the FY 2008-2009 budget as recommended by the College Administration and Expanded Faculty Budget and Planning Committee.

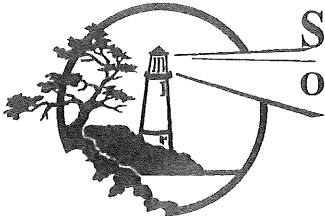
TIMING

The Budget Committee must approve the budget in order to allow time for required publications, public hearings, and Board of Education adoption of the budget scheduled for June 23, 2008.

RECOMMENDATION

BE IT RESOLVED that the Budget Committee of Southwestern Oregon Community College District approves the Recommended FY2008-2009 General, Auxiliary, Financial Aid, Trust and Agency, Special Projects, Plant, Enterprise, Insurance Reserve, Debt Service Fund, and Internal Service Fund budgets. The budget includes a tax rate of \$.7017 per \$1,000 assessed valuation, unchanged from previous years.

THE FOLLOWING
MATERIALS WERE
ADDED AT THE
MEETING



SOUTHWESTERN

Oregon Community College

www. socc.edu

Office of the President
541 888-7400 FAX 541 888-3258
E-MAIL jhansen@socc.edu

May 27, 2008

Dear Board Budget Committee Members,

Please find the June 3, 2008 Budget meeting packet and the reconciled budget document discussed at the May 12, 2008 Budget Committee meeting. The enclosed budget document contains the following:

- An edited Strategic Plan;
- Increased local tax, tuition and fees revenues based on reanalysis of local economy and tuition and fee waivers;
- Increased instructional expenditures for materials and services comparable to 2007-2008 budgets; and
- Increased debt service to accommodate adjustments to Internal Service Fund, Insurance Reserve and Foundation payments.

We will present this reconciled budget document at our June 3, 2008 meeting at 6:00 p.m. in Tioga 505 (Board Room) along with a companion document summarizing all changes plus or minus \$1,000. Our college faculty and staff have spent hours of additional work on the analysis and adjustment represented in the enclosed document and we look forward to meeting with you next week.

Sincerely,

Judith M.L. Hansen, Ph.D.
President

Enclosures

From: Speasl, John
Sent: Tuesday, June 03, 2008 3:06 PM
To: general-announce
Subject: Deep Cuts to Athletic Accounts
Attachments: Proposed Budget Cuts for Athletics and Related Accounts for 2008.doc

Friends and Colleagues,

I am beside myself! I do not know how we are expected to run the Southwestern Athletic Department with these cuts. What we do is bring in student/athletes to the campus. In the 2007-08 school year we brought in approximately 260 students to our campus. Surveys have shown that 30-50 friends of athletes came to school here because the athlete was coming. If the proposed cuts are allowed to stay as they are presented our department will be devastated. There is a tremendous trickle down effect from team size to class size to housing census. This type of cutting will touch all of us in some way. I have heard several times that a rollover budget would be the correct place to start for next year, at this time I have to agree.

Please look at the attached document. I have had no consultation or collaboration of any kind from my superiors about this proposed budget. I find it hard to believe that making these proposed cuts to a budget don't even warrant a conversation or at least a question.

If we have to cut because times are hard understand but I was at a Board of Education meeting (two meetings ago) and listened to one of our Vice Presidents tell the Board of Education that the college is in better shape than it has been in a long time. If that is true what is going on with our budget?

Please take a moment to think about what has happened to our college in such a short time. Please get involved, we have to make a stand if we plan to keep our college healthy and return it to what it once was, a great place to work.

Sincerely,
John Speasl

Proposed Budget Cuts for Athletics and Related Accounts for 2008-2009

Athletic Talent Grants	pg 302	\$76,276.00
Athletic Work Study	pg 306	\$7,000.00
Cheer Dance	pg 320/355	\$4510.00
Wrestling	pg 324/358	\$1000.00
Men's Soccer	pg 332/365	\$ 900.00
Co-ed Track and Field	pg 334/367	\$1,000.00
Volleyball	pg 336/369	\$2,700.00
Women's Soccer	pg 338/371	\$3,700.00
Baseball	pg 340/373	\$ 500.00
Softball	pg 342/374	\$ 200.00
Athletic Supervision (General to Athletics)	pg345/377	\$22,180.00
Total		\$119,966.00

*going to
be fixed.*

Kridelbaugh, Linda

From: Kridelbaugh, Linda
Sent: Tuesday, April 08, 2008 10:37 AM
To: Hansen, Judith; Locker, Bruce
Subject: OCCl budget 2008-2009

I am very concerned about the comments made at Friday's ID/Chair meeting (April 4, 2008) about OCCl and next year's budget. OCCl's budget was built on 4 cohorts (one more than this year) and with the required additional staff, it will break even. Do not plan for OCCl's regular programs and/or the KDS program to contribute to the general fund in the coming academic year beyond FTE reimbursement from the State. FTE dollars are not given to the OCCl enterprise account but go directly into the general fund.

My estimation of the KDS Culinary Arts programs is conservatively that at \$310 for the first class and expecting between 200 and 300 soldiers to enroll will give us between \$62,000 to \$93,000. This will pay for the instructor and instructional supplies. I expect that this first year will see more growth but that the College should not expect extra revenues into the general fund budget from this program until it is an established program. By mutual agreement, the KDS program has been rescheduled to start in the beginning of summer quarter.

On Friday, it was suggested that OCCl would have double the students next year – there is NO way this will happen. Please do not count on this extreme growth.

Just to reiterate, no additional dollars beyond FTE reimbursement from the State are expected for next year. If any assumptions are being made about the OCCl Enterprise account, please contact Shawn Hanlin or me to confirm the data. We will gladly respond.

Linda Kridelbaugh
Instructional Director
Southwestern Oregon Community College
1988 Newmark
Coos Bay, Oregon 97420
541-888-7233