

## **Admin/Tech Pro Council**

February 26, 2009

Present: Al Wasser, Sue Barnett, Nancy Carlson, Debby Sylvester, Elizabeth Parks, Marilyn Smith, and Suzanne Sullivan.

Marilyn Kenfield hosted the meeting

**Peggy Morgan gave a budget overview and answered questions. Her main points included:**

### *Budget overview*

- The community college appropriation is given to our system office governing board. They distribute it according to a funding formula.
- COF funding is paid to the system based on credit hours. Rural schools don't have a population base to provide sufficient funding so would not receive enough cash based on COF to stay open. City schools help support the rural schools. We do this because it is part of the mandate of the community college system to serve rural communities. RRCC keeps 78% of COF dollars and 12% goes to fund rural schools.
- On paper RRCC received 2.2 million in fees for services in July 2008. This amount has been reduced by 4%.

### *Looking ahead*

- We don't know what the cut will be for the next budget year. Peggy is planning for a 10% cut.
- There will be no raises for classified or exempt employees. Benefit cost changes are presently unknown.
- We may have a tuition increase of 5%, and a student fee increase of 3 ½% for Fall 2009.
- The Federal government will increase PELL monies and student loans will be available
- Our increased enrollment is helping to keep our funding nearly level
- We won't need to look any further anytime soon if three things happen:
  - FTE stays level
  - We have no more than a 10% cut in our appropriations
  - We have a 5% tuition increase

### *Cost saving measures*

- Michelle welcomes input on how we can save money and how to prioritize cost savings. The list of priorities is below. **Prioritize budget considerations and provide any additional suggestions to Gina Jimenez by March 16, 2009**
- Furloughs are not being recommend; they are not cost effective

- Employees will now apply for COF when using employee tuition assistance and either pay for the credit up front and be reimbursed – or – sign a promissory note. Employees are still eligible to take 12 credits per year.
- Student hourly dollars have not been cut, but departments are being held to their budget limits.
- Peggy urged caution regarding rumors about the budget; most of the rumors she's heard have been wrong.

### **Additional topic**

- An AQUIP survey will be coming out soon to faculty, staff and students to help gather input on what is positive and negative at RRCC.

### Budget Considerations for Prioritizing

- ▶ Out of state travel (unless compliance related)
- ▶ Restructure tuition assistance to maximizing state assistance
- ▶ Finding budget pockets where we have overestimated (every cost center)
- ▶ Reducing capital expenditures
- ▶ Maximizing use of course fees
- ▶ Look critically at minimum class size
- ▶ Justify need for new program development (use market research)
- ▶ Look critically at cost per FTE in instruction, student services and administrative services
- ▶ Delaying renovations, i.e. next phase carpet, library/LARC
- ▶ No computer refresh
- ▶ Target marketing to maximize impact
- ▶ Reduce community sponsorship and only continue those that increase our identity
- ▶ Reduce paper usage
- ▶ Look critically at official functions
- ▶ Revenue enhancement: room rental, grants
- ▶ Other

Respectfully submitted,  
Suzanne A. Sullivan