



2017-2018

OPERATING BUDGET

Presented by:
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President

Board of Trustees:

Kyle Dickson, Chair

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College of
the Mainland

**College of the Mainland
2017-18 Budget
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**Letter to the Board of Trustees and Citizens of COM's Taxing District
From the President of College of the Mainland**

July 24, 2017

Dear Chairman, Officers, and Trustees:

On behalf of the administration, faculty, and staff of College the Mainland, thank you for providing the financial resources and leadership necessary to help this great community college improve and expand its services to students in the coming fiscal year.

With your support, 2017-2018 will be a momentous year for the college, marked by new leadership, an ambitious vision, and a renewed spirit of cooperation. As this budget indicates, College of the Mainland, now more than ever, is committed to providing educational opportunities to its residents through instruction that is second-to-none, programs that help students succeed, and facilities that inspire learning.

This budget reflects COM's dedication to three major goals—student success, employee support, and improved facilities.

After detailed analysis and collaboration, COM's administration is recommending a budget that:

- Provides \$1.2 million for facilities improvements
- Creates a part-time nursing program for students who cannot attend classes full-time
- Expands the welding lab with increased work stations to accommodate more students
- Includes a 3-percent raise for faculty and staff to make salaries more competitive, based on a 2014 compensation study
- Covers the provisions of a new compensation study that allows the college to provide additional salary in cases where an increase is necessary to keep pace with peers
- Works to add classes, as needed, that meet student demand
- Expands the number of Student Services and Institutional Research personnel to assist students with financial aid and other processes
- Adds tutors and adjunct instructors

Along with this budget, we pledge that we will review all vacant positions before refilling them, and evaluate all expenses to promote efficiency and good stewardship.

At the end of the next fiscal year, we are confident that our stakeholders will see an improvement in facilities, more employee opportunities, and an increase in student success.

Sincerely,

Warren Nichols, Ph.D.
President

College of the Mainland

2017-18 Budget

Description of the College's Community

COM is a comprehensive community college located in Texas City, Texas. Established in 1967, the college celebrated its 50th anniversary in 2017. The College is an Achieving the Dream Leader College, a Hispanic Serving Institution, and a Military Friendly Institution.

COM operates out of numerous locations in the mainland portion of Galveston County. COM's main campus houses 17 buildings on a 128 acres in Texas City. The college also has six (6) learning centers – COM Learning Center-North County, COM Learning Center-League City, COM Lifelong Learning Center in La Marque, the Gulf Coast Safety Institute, the COM Lifelong Learning Center, and the Salon at the College of the Mainland. COM also offers dual credit classes at six (6) local high schools.

Students at COM pursue degrees and certificates in 35 areas ranging from accounting to welding. Two (2) of the associate degrees (Criminal Justice and General Studies) and seven (7) of the certificates can be obtained entirely through online studies. COM also offers non-credit programs, such as GED classes, as well as hosts a range of workforce programs designed to help develop marketable skills and provide employers with trained workers.

COM has frequently been recognized in the academic community for the opportunities the College provides to its students. *College Measures* found that COM graduates with technical degrees have the highest starting salaries of any new graduates in Texas. In 2013, *Community College Weekly* ranked COM fifth in the nation for number of degrees awarded.

The College of the Mainland taxing district includes most of the mainland portion of Galveston County except for the far northern portion of the county (immediately south of Harris County). Income and housing data generally describe stable, middle-to-upper-middle class communities with a relatively high level of home ownership. The two largest household income groups are \$50,000 - \$74,999 (17.2%) and \$100,000 - \$149,999 (17.2%). Almost 70% of housing units are owner occupied with an average length of residence of nearly 14 years. After a surge of housing construction between 2000 and 2009, when almost a quarter of all housing units were constructed, new construction has slowed to the pace from 1990 to 1999.

Only approximately one-third of the population has completed an associate degree or higher level of educational attainment. Roughly half of the population are high school graduates (22.6%) or have "some college" (24.0%) education. The private sector employs approximately three-quarters of all workers, one-tenth (8.1%) are self-employed, and roughly 15% work for local, state or the federal government. Fastest growing industries and occupations are dominated by health services. The two fastest growing occupations are nurses and the category of nursing aides, orderlies, and attendants. Declining industries and occupations are dominated by low-education manufacturing professions.

College of the Mainland 2017-18 Budget Organizational Units of the College

President's Office: The College President is the Chief Executive and Administrative Officer for the Board of Trustees. The Office of the President is responsible for providing leadership, planning and oversight for all divisions and activities of the College through the Vice Presidents (Student Services, Instruction, Fiscal Affairs, and Institutional Advancement).

Information Technology: This unit is responsible for the leadership and coordination of the information technology (IT) services of the college and has primary responsibility for short and long-range planning of the college's technical infrastructure. IT is also responsible for the maintenance, integrity, and reliable delivery of campus data.

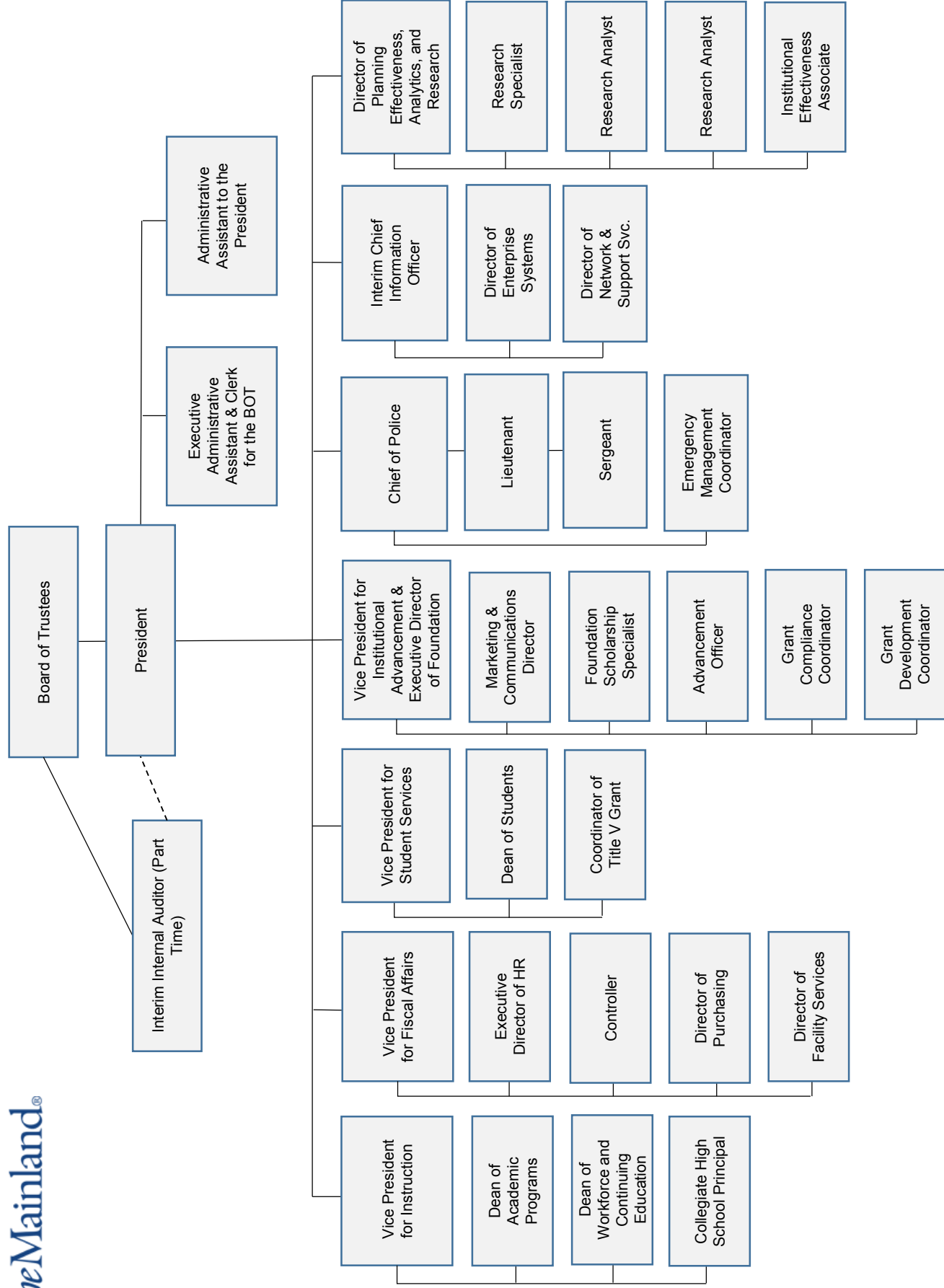
OPEAR: This office is responsible for performing all necessary functions related to the collection, interpretation, and use of institutional data for planning, assessment, and decision making.

Instruction: The Vice-President for Instruction serves as the chief academic officer of the college. This unit is responsible for educational policy and academic programs for the academic transfer, workforce development, and other education delivery.

Student Services: The staff in the Student Services Division strives to help students succeed both in and out of the classroom. Offices which provide support to our students include Academic Advising, Academic Records, Counseling and Disability Services, Career Services, Student Success Center, Financial Aid, Veterans Affairs, and the Testing Center.

Institutional Advancement: This unit is responsible for designing and implementing comprehensive institutional advancement programs, including annual campaigns, corporate and foundation relations, major gifts and gift planning, endowment, capital campaigns, and alumni and constituent relations efforts. The area also includes marketing and communications, which includes public relations, advertising, social media, publications, videos, photography, and the college website.

Fiscal Affairs: This unit is responsible for leading the institution in assessing, advising, and implementing budgetary policies. This unit is responsible for ensuring the College maintains a positive cash balance and is in compliance with relevant financial regulations. This unit also manages facilities, grounds, maintenance, purchasing, and human resources.



College of the Mainland 2017-18 Budget Strategic Goals

The administration for the College of the Mainland has developed and is in the process of implementing a strategic plan for the next three-year cycle. This plan will focus on three key goals:

- Student success is our top priority. College of the Mainland will be the college of choice for our community.
- Create an environment that retains and attracts administrators, faculty, and staff committed to serving our students.
- Provide a safe, aesthetic environment conducive to learning, while addressing the workforce needs of local business and industry. Improve and expand existing facilities to enhance the learning environment. Develop next generation learning environments using the 2015 master facility plan as the foundation. The college will bring next generation learning to campus.

Within the framework of these goals, the College's administration has developed measurable outcomes. Every dollar allocated for the 2017-18 budget is focused on obtaining one or more of these outcomes and ultimately completing the three strategic goals of student success, employee opportunities, and improved facilities.

College of the Mainland 2017-18 Budget Overall Budget Approach

Goals of Budget

- Comply with all state laws relative to the budget process and output.
- Provide Board of Trustees information for oversight.
- Transparency in the budget creation process.
- Fund implementation of strategic plan goals. Those goals are:
 - Student success,
 - Employee opportunities, and
 - Improved facilities
- Create a budget process where each employee has two voices. One voice from a vice-president and another voice from an employee council member.
- A basis and structure to document the College's expenditure priorities and procedures.

Process of Creating Budget

- The President and President's Cabinet submitted a list of prioritized budget request
- This group, by consensus, selected projects for funding.
- Developed budget organization, consisting of:
 - General Operating – Basic needs for college operations (Fund 11) and
 - A means to provide non-recurring, but necessary expenditures; to provide the College with contingency funds and projects that are "more capital in nature" (Fund Balance)
- Addressed points of emphasis from the Board of Trustees

Budget Planning: Institutional Emphasis

- A culture of requesting only what a department needs and can justify to meet the strategic goals of student success, employee opportunities, and improved facilities.
- A culture of reviewing program or department request to determine appropriate funding.
- A culture where if a department does not utilize budgeted funds, the funds will revert to College areas that are growing or placed into a fund balance account.

College of the Mainland
2017-18 Budget
Operating Budget Assumptions and Highlights

- The College of the Mainland has a healthy cash balance. As of the last audited financial statements, the college had approximately \$16.9 million in unrestricted cash. If the college sets aside \$6.9 million for reserves, the Board of Trustees will have access to \$10 million for designated projects.
- This proposed 2017-18 budget has anticipated revenues of about \$34 million and recurring expenses of \$32.8 million.
- This budget will allow the Board of Trustees the freedom to apply \$1.2 million for payments on a maintenance tax note.
- Administration projects stable operating revenues in 2017-18 compared to 2016-17. Specifically, the administration is anticipating stable tuition and fees, and a slight increase in state appropriations, and ad Valorem tax revenue. The administration is optimistic about an enrollment increase, that could lead to additional tuition revenues.
- The administration of the College is not proposing a tuition increase for 2017-18 fiscal year.
- The operating budget for 2017-18 is \$32.8 million. This budget amount was determined by recommendations from the President's Cabinet. Every spending request is tied to one of the three strategic goals of student success, employee opportunities, and improved facilities.
- The operating budget proposes a 3% compensation adjustment for full-time, part-time, and contract facilities personnel.
- The administration will continue to notify the Board of Trustees of all classified full-time new hires and all supplemental payments.
- The Board of Trustees will contract with a third-party consultant to perform a compensation study. The administration anticipates this study will ascertain the market pay rate and the need for reclassifications for all positions at the College.
- The administration of the College anticipates a less than one percent (1.0%) increase in benefit expense. This increase is primarily due to changes in health insurance cost.
- The College's retirement incentive cost is stable this year. The cost of this incentive will continue until the program ends during fiscal year 2019.
- For fiscal year 2017-18, the College anticipates no changes in utilities, retirement incentive payments, energy consulting fees, and wage savings from unfilled vacancies.
- The College's administration anticipates increased cost from increased educational opportunities for our students. Specifically, these costs are due to increased course section offerings and the

implementation of the Finish Faster initiative. Administration foresees covering these expenses from increased tuition and fee revenue and subsequent additional state appropriations.

- The administration plans to identify and prioritize college needs in the areas of safety, facilities, maintenance, and educational programming. The College's administration will inform the Board of Trustees of these needs in a timely manner.
- During the 2017-18 fiscal year, the College's administration has budgeted \$1.2 million for payments on a maintenance tax note of approximately \$15 million. The administration plans to use the proceeds from this note to pay for facilities upgrades to the campus as outlined in the 2015 facilities master plan.
- Valero Energy Corporation won suit against the College concerning the appraised property value of its Texas City refinery. The judgement is for approximately \$1.2 million. The College will pay this amount over three years with no interest assessment.
- The administration of the College is proposing the Board of Trustees review and approve the attached list of non-recurring projects.
- The College will need to keep in mind a potential future obligation to fund an offsite location for Public Service Careers. This project is a planned partnership with Texas City to expand programming and capacity for the College. Early estimates place the annual financing payments at \$600,000 a year, plus annual operating cost. The Board of Trustees has already approved a one-time payment for architectural fees.

College of the Mainland 2017-18 Budget Budget Process

Legal Requirements

The budget process produced a document that meets the requirements of Policy CC (Legal). Specifically, the administration of the College provides “the governing board of each institution, including each college district, shall approve on or before September 1 of each year an itemized budget covering the operation of the institution for the fiscal year beginning on September 1 of each year. Education Code 51.0051, 19 TAC 13.42(a)” The budget shall include:

1. general revenue, local funds, and estimated institutional funds;
2. detail by department for current and prior year;
3. a summary by functional categories for current and prior year;
4. a summary of the instructional budget by college or school for the current and preceding year;
5. a summary by amount and method of finance for each listed informational item in the general appropriation act; and
6. a budget prepared within the limits of revenue available.

Process for Creating Budget

Assess Board of Trustees priorities and elements of the strategic plan

Process is divided into two phases:

- Create a continuous operations budget
- Create a non-recurring budget consisting of equipment, contract services, or capital expenditures.

Recurring Budget Process

Review existing operating budget; determine if all necessary operational expenses are covered.

Identify areas of unspent funds to not roll forward and all new spending requirements (leases, bond payments). Use this information to Create a “roll forward operating budget.”

A “roll forward operating budget” is the initial budget allocation that are given to the President’s direct reports and subsequently the organization managers. It is used to develop the first draft of each unit’s budget.

Create a schedule of projected revenues. This projection includes tuition, fees, state appropriation, and property taxes.

Subtract amount of “roll forward operating budget” from projected revenues.

If excess revenues exist, request a prioritized list of needs from all President’s direct reports. Each request must tie to one of the College’s strategic goals.

If excess revenues do not exist; identify and create a prioritized list of cost reductions tied to strategic goals.

Steps if additional funds exist to add to the operating budget:

- Gather additional spending requests from each vice-president. Understand each request needs to support a strategic goal.
- Once requests are updated into the budget system, each vice president reviews his or her own request for accuracy.
- The President then reviews each request.
- The President's cabinet is convened and each vice president explains and clarifies the support for each request.
- The cabinet has a preliminary discussion on potential salary increases.
- The combined list of prioritized requests is sent electronically to each member of the cabinet.
- Each member of the cabinet selects items to include in the budget. Each member must submit a balanced budget.
- Assemble results, any item where there is a consensus is included in the budget.
- If the President is agreeable, the budget is finalized. If the President and/or cabinet deem necessary, additional items are discussed.
- President determines amount to budget for salary increases.
- Final amount is added to operating budget.

Non-recurring Budget Process

- Each vice president creates a separate budget for non-recurring operational expenditures
- Create a prioritized list identifying all non-recurring operational needs
- Non-recurring expenditures are typically equipment, contract services, or capital items
- Have President's direct reports identify projects important to fund
- Request Board of Trustee approval on separate non-recurring budget

Additional Budget Elements

- Administration's requested budget is typically presented to Board of Trustee's Finance Committee during the July meeting.
- Public input is welcomed during Board of Trustee's meetings.
- If deemed necessary, the Trustees may call a special meeting to discuss the budget.
- The budget is presented for approval during the August meeting.
- Budget must be adopted before September 1st of the fiscal year.
- If needs arise or discovered during the fiscal year, administration may request from the Board spending from fund balance.
- During the fiscal year, the College's administration will notify the Board of Trustees of year to date revenues and expenditures. Administration may request for the Board of Trustees to revise the budget upward or downward, if necessary to respond to the College District's needs.

**College of the Mainland
2017-18 Budget
Priorities Funded in this Budget**

Increasing Student Success

- COM will implement the co-requisite model, or Finish Faster Initiative to help our students complete college preparation courses at the same time as credit courses.
- The instructional department will hire additional tutors, faculty, and adjunct instructors.
- The College will provide additional fund balance dollars for instructional needs so no student is turned away.
- A new part-time nursing program will meet the needs of nontraditional students with work, family, and other commitments.
- The welding program will expand by hiring a new instructor.
- The College will add lab assistants for welding.
- Ellucian (records management system) training will provide student services staff with skills to increase communication with prospective students on processes from registration through graduation.
- College Scheduler software will replace the manual pen and paper process for students and give every possible conflict-free schedule option. This will help increase the number of credit hours students take.
- Additional part-time staff will be hired in the Student Financial Aid Office and Veterans Center to provide more assistance to students.
- Due to the success of the annual STEM Conference for middle school girls, a second conference has been added to allow more students to participate from schools in COM's taxing district.

Expanding Employee Opportunities

- The budget provides a (3%) three percent salary increase to employees to help retain quality faculty and staff.
- COM continues to fund dental insurance for employees.
- A compensation study will determine whether further salary adjustments are needed to keep COM competitive.
- COM continues to fund the Professional Development Academy to help employees improve their skills.

Improved Facilities

- A fund balance covers non-recurring facilities expenses.
- COM will set aside an amount to make payments on a maintenance tax note for facilities repairs and upgrades.
- The budget will fund community outreach for a bond election in late 2018.

**College of the Mainland
2017-18 Budget
Future Financial Plans**

Short Term Financial Plans (1 To 2-Year Horizon)

- Invest excess unrestricted cash reserves into facilities or operational improvements.
- Increase capital asset balance by \$14 million from proceeds of a maintenance tax note. These items are prioritized in the College's facilities master plan
- Increase long term debt by \$14 million from maintenance tax notes.
- Reduce the Unrestricted Fund balance by approximately the amount of the reduction in the cash balance. The adjusted fund balance will remain higher than minimum required reserves.

Intermediate Term Planning (2 To 5-Year Horizon)

- Continue to invest excess cash reserves into facilities or operational improvements.
- Increase capital asset balance by amount from proceeds of voter approved general obligation bonds. These items are prioritized in the College's facilities master plan.
- Increase long term debt by amount from voter approved general obligation bonds.
- The Unrestricted Fund balance will remain higher than minimum required reserves.
- Increase revenues from property taxes due to expanded taxing district.
- Increase revenues from debt service taxes due to voter approved general obligation bonds.
- Increase expenses due to increased enrollment.

College of the Mainland
2017-18 Budget
Projected Changes in Unrestricted Fund Balance

	<u>Projected</u> <u>2018</u>	<u>Projected</u> <u>2017</u>	<u>Actual</u> <u>FY 2016</u>
Beginning fund balance	6,364,636	6,524,636	6,545,185
Revenues	34,000,000	34,000,000	32,768,068
Expenses	(32,800,000)	(31,360,000)	(32,052,302)
Maintenance tax note payment	(1,200,000)	-	-
Spending from fund balance	<u>(4,000,000)</u>	<u>(2,800,000)</u>	<u>(736,315)</u>
Ending fund balance	2,364,636	6,364,636	6,524,636
Beginning fund balance	2,364,636	6,364,636	6,524,636
Add back compensated absences, current	190,000	190,000	180,393
Add back unearned income	4,100,000	4,100,000	4,079,886
Less deferred outflows resources, pensions	(1,200,000)	(1,200,000)	(1,237,449)
Add deferred inflows resources, pensions	1,300,000	1,300,000	1,305,884
Add liability, pension from GASB 68	<u>6,700,000</u>	<u>6,700,000</u>	<u>6,610,980</u>
OPERATIONAL RESOURCES (Cash)	13,454,636	17,454,636	17,464,330

College of the Mainland 2017-18 Budget Unrestricted Revenues

Unrestricted Funds Definition

Unrestricted funds are resources derived from student tuition and fees, state appropriations, and sales and services of educational departments. These resources are used for transactions relating to the educational and general operations of the College, and may be used at the discretion of the governing board to meet current expenses for any purpose. These resources include renewal and replacement funds derived from a student fee and auxiliary enterprises, which are substantially self-supporting activities that provide services for students, faculty and staff.

Tuition and Fees – Unrestricted Operating Revenues (Fund 11)

The amount (cost) per credit hour times the number of credit hours charged to a student for taking a course at the College. This is self-generated revenue for the College.

Property Taxes – Unrestricted Operating Revenues (Fund 11)

The valuation of property in the District is determined by the County Tax Assessor. College of the Mainland District levies property taxes at a rate per \$100 of assessed valuation.

State Appropriation – Unrestricted Operating Revenues (Fund 11)

The budgeted revenue from state appropriations is the amount of funds authorized by the Texas legislature. Institutions are primarily funded from the State of Texas based on student contact hours. A contact hour is a standard unit of measure that represents an hour of scheduled academic and technical instruction given to students during a semester (example: a 3 credit hour English class meets for 3 hours per week for 16 weeks. 3 credit hours X 16 weeks = 48 contact hours). State appropriations will include a portion of the allocation based on student success accountability measures and a guaranteed minimum for core operations.

Miscellaneous Revenues – Unrestricted Operating Revenues (Fund 11)

This category includes revenues from interest on cash reserves, indirect cost reimbursement from grants, and sales of educational supplies (notably cosmetology).

Auxiliary Enterprises – Unrestricted Operating Revenues (Funds 21 and 22)

A functional category which includes all revenues of enterprises that furnish good or services to students, faculty, staff, or incidentally to the general public and charge a fee directly related to, although not necessarily equal to, the cost of the goods or services. Major auxiliary funds include the bookstore, food service, and student activities fees.

Renewal and Replacement Fee – Self Restricted Operating Revenues (Fund 52)

Student Fees that are deposited and accumulated to cover anticipated expenses and major repairs. These funds are primarily used to accumulate resources over time and saved for a planned capital construction project or the purchase of equipment.

College of the Mainland
2017-18 Budget
Projected Revenues and Financial Aid From Operations

	Budget 2017-18	Budget 2016-17	Budget 2015-16	Actual 2015-16
Net tuition & fees	7,589,882	7,511,335	7,511,335	7,757,865
Other operating	300,000	297,700	297,700	394,403
<u>Total Operating</u>	<u>7,889,882</u>	<u>7,809,035</u>	<u>7,809,035</u>	<u>8,152,268</u>
State appropriations	6,100,118	5,965,360	5,965,360	5,812,550
ad valorem & Other	20,360,000	19,989,908	18,683,312	19,962,392
Investment Income	80,000	20,000	6,000	57,011
Foreign Trade Zone	370,000	365,108	500,000	312,084
<u>Total Non-Operating</u>	<u>26,910,118</u>	<u>26,340,376</u>	<u>25,154,672</u>	<u>26,144,037</u>
<u>Total Unrestricted</u>	<u>34,800,000</u>	<u>34,149,411</u>	<u>32,963,707</u>	<u>34,296,305</u>
<u>Transfers</u>	<u>(800,000)</u>	<u>(993,000)</u>	<u>(1,063,707)</u>	<u>(843,152)</u>
	<u>34,000,000</u>	<u>33,156,411</u>	<u>31,900,000</u>	<u>33,453,153</u>
Contribution to Fund Balance	<u>-</u>	<u>1,785,730</u>	<u>-</u>	<u>-</u>
Possible Maintenance Tax Payments	<u>1,200,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Amount to operations</u>	<u>32,800,000</u>	<u>31,370,681</u>	<u>31,900,000</u>	<u>33,453,153</u>

College of the Mainland
2017-18 Budget
Budget Information by Expense Summary

	2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
<u>Salary</u>				
Faculty Fulltime	6,912,489	6,456,813	6,501,979	6,276,488
Admin Fulltime	1,158,989	1,158,989	1,205,390	1,399,043
Professional Fulltime	5,427,724	5,438,020	5,167,468	5,509,363
Classified Fulltime	4,033,026	4,147,208	4,076,963	4,146,556
Part-time	3,565,161	3,283,560	3,231,042	2,943,511
Stipends	302,480	302,728	234,204	286,115
Salary increase	633,000	257,000	375,089	0
Vacancy savings	-750,000	-1,018,811	-587,719	0
<u>Totals for Salary</u>	<u>21,282,869</u>	<u>20,025,507</u>	<u>20,204,416</u>	<u>20,561,076</u>
<u>Benefits</u>				
Benefits	4,104,983	4,015,540	3,876,141	3,821,056
Retirement incentive	419,105	419,105	589,226	495,688
<u>Totals for Benefits</u>	<u>4,524,088</u>	<u>4,434,645</u>	<u>4,465,367</u>	<u>4,316,744</u>
<u>Expense</u>				
Contract services	2,305,612	2,032,836	2,120,645	2,154,511
Legal	145,000	145,000	245,000	323,421
Operations	848,190	812,545	761,239	672,094
Utilities and Rent	639,815	814,352	914,568	868,573
Postage, Printing and Supplies	1,092,553	1,094,831	1,139,682	925,277
Bank Fees	53,600	59,000	75,000	81,314
Capital outlay	139,387	200,267	365,660	127,851
Insurance	736,798	735,294	766,294	756,169
Publ Relations Advert	244,750	238,250	262,200	232,643
Misc.	175,392	210,607	148,557	222,637
Leases	611,947	567,547	431,372	455,992
<u>Totals for Expense</u>	<u>6,993,044</u>	<u>6,910,529</u>	<u>7,230,217</u>	<u>6,820,482</u>
<u>Totals for report:</u>	<u>32,800,001</u>	<u>31,370,681</u>	<u>31,900,000</u>	<u>31,698,302</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Lead

Dept. Lead	2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
President	3,423,033	3,270,822	3,519,559	3,561,233
VP Instruction	15,467,317	15,048,246	14,834,737	14,479,828
VP Student Services	2,807,920	2,789,018	2,633,146	2,553,224
VP Fiscal Affairs	10,128,464	9,287,048	9,912,866	10,012,066
VP Institutional Advancement	973,267	975,547	999,692	1,091,951
<u>Totals:</u>	<u>32,800,001</u>	<u>31,370,681</u>	<u>31,900,000</u>	<u>31,698,302</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Lead Then Department Group

		Dept Group	2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
<u>President</u>						
COP	Campus Police		562,778	565,098	543,345	527,797
HRT	Human Resources		0	0	0	61
ITS	Information Technology Services		1,481,339	1,700,000	1,901,652	1,739,862
OPR	OPEAR		389,939	0	0	0
PRS	President's Office		988,977	1,005,724	1,074,562	1,293,513
	<u>Totals:</u>		<u>3,423,033</u>	<u>3,270,822</u>	<u>3,519,559</u>	<u>3,561,233</u>
<u>VP Instruction</u>						
ADE	Adult Education		156,259	156,604	156,014	129,599
BCE	Business & Computer Education		629,062	583,338	668,730	620,315
CDE	Child Dev/Ed		489,468	433,750	427,610	454,857
CED	Continuing Ed		1,168,291	1,189,703	1,124,883	1,046,094
CHS	Collegiate High School		118,779	118,803	116,195	123,855
COS	Cosmetology		422,145	434,630	384,805	450,599
DCD	Dual Credit Department		155,556	202,512	173,216	179,332
DET	Distance Ed		392,352	415,355	455,444	464,300
DGE	Dean Gen ED		137,770	143,495	140,732	142,357
HUM	Humanities		949,445	1,020,646	1,029,707	962,735
INE	Instructional Admin		48,386	0	0	0
ITL	Instructional Tech Lab Mgrs		363,262	363,262	388,421	401,345
ITT	Industrial Tech		1,114,719	985,948	1,018,919	1,059,851
LIB	Library		539,072	537,694	519,947	464,105
MSC	Math/Science		1,952,732	1,963,305	1,957,588	1,842,675
NRS	Nursing		2,053,563	1,973,598	1,805,872	1,776,114
PDA	Professional Dev Academy		123,125	123,135	103,386	118,835
PSC	Public Service Careers		1,462,174	1,416,623	1,453,312	1,370,803
PVA	Performing/Visual Arts		965,887	967,307	953,815	949,819
SAF	Safety CR		190,399	190,549	183,863	182,526
SOC	Social & Behavioral Science		1,301,273	1,305,326	1,273,449	1,318,763
VPI	VP Instruction		733,598	522,663	498,829	420,949
	<u>Totals:</u>		<u>15,467,317</u>	<u>15,048,246</u>	<u>14,834,737</u>	<u>14,479,828</u>
<u>VP Student Services</u>						
ADM	Admissions		337,381	444,976	546,406	488,750
JUD	Judicial Affairs		210,503	102,066	92,683	102,358
RCT	Recruitment		433,011	426,683	335,070	364,170
REC	Facilities and Student Recreatio		252,777	261,591	284,962	218,510
SFS	Student Financial Services		544,402	548,972	525,731	504,847
SLT	Student Life		83,795	79,510	58,696	69,884
SSC	Student Success Center		446,515	436,500	381,461	384,633
TI5	Title V Grant		56,236	74,430	0	689
TST	Testing		215,131	215,461	212,414	214,582
VPS	VP Student Services		228,169	198,829	195,723	204,801
	<u>Totals:</u>		<u>2,807,920</u>	<u>2,789,018</u>	<u>2,633,146</u>	<u>2,553,224</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Lead Then Department Group

	Dept Group	2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
<u>VP Fiscal Affairs</u>					
CT	Custodial Services	314,922	315,222	310,581	416,735
FIN	Financial Services	5,343,914	4,620,406	5,177,322	5,246,584
FST	Facility Services	3,398,730	3,194,445	3,155,329	3,084,939
GRO	Grounds	161,283	161,283	159,401	179,887
HRT	Human Resources	425,935	430,207	418,719	447,576
PUR	Purchasing	232,905	327,429	277,267	287,602
VPF	VP College & Financial Services	250,775	238,056	414,247	348,743
	<u>Totals:</u>	<u>10,128,464</u>	<u>9,287,048</u>	<u>9,912,866</u>	<u>10,012,066</u>
<u>VP Institutional Advancement</u>					
FNT	COM Foundation Dept	86,659	84,764	83,604	85,231
MRK	Marketing and Communications	507,270	509,470	551,355	590,085
VPA	VP for Institutional Advancement	379,338	381,313	364,733	416,635
	<u>Totals:</u>	<u>973,267</u>	<u>975,547</u>	<u>999,692</u>	<u>1,091,951</u>
	<u>Totals:</u>	<u>32,800,001</u>	<u>31,370,681</u>	<u>31,900,000</u>	<u>31,698,302</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

2017-18 Budget 2016-17 Budget 2015-16 Budget 2015-16 Actual

Area: 2000-President

Department Group: COP- Campus Police

Department: 5151-Campus Police

5140	PRO-Full time	256,249	256,249	189,426	226,304
5140	PRO-Full time	0	0	0	-7,144
5142	PRO-Stipends	5,680	5,680	4,800	5,410
5160	CLA-Full time	194,205	194,205	247,210	194,258
5162	CLA-Stipends	10,080	9,480	9,000	6,610
5163	CLA-Overload/overtime	300	0	0	626
5165	CLA-Part time	62,000	62,000	62,000	52,231
5320	Maint & Repair Svcs	12,600	12,600	12,600	10,925
5332	Professional Svcs-Oth	325	625	375	125
5370	Utilities-Telephone	0	2,800	2,800	1,334
5461	Supp-Office	375	375	375	275
5462	Supp-Other	5,238	5,238	2,134	6,223
5502	Dues & Subscriptions	0	0	0	15,242
5512	Insur-Prof Liability	12,000	12,000	12,000	11,892
5550	Postage & Delivery	0	120	75	162
5570	Printing&Reproduction	550	550	550	361
5640	Trvel Wrk Rel-Employe	3,176	3,176	0	2,963
Dept 5151-Campus Pol Totals		<u>562,778</u>	<u>565,098</u>	<u>543,345</u>	<u>527,797</u>

Department Group: HRT- Human Resources

Department: 4138-Multicultural Department

5462	Supp-Other	0	0	0	61
Dept 4138-Multicultu Totals		<u>0</u>	<u>0</u>	<u>0</u>	<u>61</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
<u>Department Group: ITS- Information Technology Services</u>					
Department: 3516-Information Technology Serv					
5120	ADM-Full time	105,921	105,921	103,560	106,130
5140	PRO-Full time	315,318	502,902	688,546	638,529
5142	PRO-Stipends	0	13,238	0	13,470
5160	CLA-Full time	296,055	337,859	206,154	256,454
5165	CLA-Part time	19,463	19,463	21,424	17,993
5300	Cont Svcs-Pd Cntractr	66,000	66,000	59,400	65,960
5320	Maint & Repair Svcs	516,991	460,991	462,705	478,269
5332	Professional Svcs-Oth	5,250	5,250	0	5,000
5370	Utilities-Telephone	24,291	24,291	20,000	24,534
5371	Cent Tele-Trunk Chrg	45,000	60,000	96,728	73,273
5372	Cent Tel-Billings	0	82,000	142,000	81,827
5373	Cent Tel-Alloc-Depts	0	-82,000	-142,000	-75,196
5374	Cent Tel-Misc Phone Exp	30,000	30,000	30,000	11,361
5410	Supp-Childcare Food	0	0	0	408
5420	Supp-Cmp Hardwr<\$5000	31,100	31,100	0	0
5421	Supp-Cmp Softwr<\$5000	19,000	19,000	0	5,910
5430	Supp-Furn&Equip<\$5000	0	0	0	5,971
5461	Supp-Office	800	800	600	2,127
5502	Dues & Subscriptions	150	150	0	140
5550	Postage & Delivery	0	35	35	204
5570	Printing&Reproduction	6,000	6,000	10,500	7,521
5640	Trvel Wrk Rel-Employe	0	17,000	0	19,977
5805	Leases	0	0	202,000	0
Dept 3516-Informatio Totals		<u>1,481,339</u>	<u>1,700,000</u>	<u>1,901,652</u>	<u>1,739,862</u>
<u>Department Group: OPR-OPEAR</u>					
Department: 5144-OPEAR					
5140	PRO-Full time	247,584	0	0	0
5160	CLA-Full time	41,804	0	0	0
5320	Maint & Repair Svcs	85,951	0	0	0
5332	Professional Svcs-Oth	12,000	0	0	0
5462	Supp-Other	2,500	0	0	0
5570	Printing&Reproduction	100	0	0	0
Dept 5144-OPEAR Totals		<u>389,939</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Department Group: PRS- President's Office</u>					
Department: 5104-Board of Trustees					
5332	Professional Svcs-Oth	0	0	0	8,392
5370	Utilities-Telephone	0	0	0	2,739
5461	Supp-Office	250	250	250	736
5462	Supp-Other	3,000	3,000	3,000	0
5502	Dues & Subscriptions	3,400	3,400	3,400	3,146
5504	Election Costs	0	40,000	0	0
5550	Postage & Delivery	0	11	11	1
5641	Trvel Wrk Rel-Non-Emp	24,000	24,000	24,000	12,043
Dept 5104-Board of T Totals		<u>30,650</u>	<u>70,661</u>	<u>30,661</u>	<u>27,057</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 5152-Emergency Management					
5140	PRO-Full time	85,505	85,505	83,599	85,674
5461	Supp-Office	300	300	300	0
5462	Supp-Other	300	300	300	0
5502	Dues & Subscriptions	0	0	0	325
5570	Printing&Reproduction	1,200	1,200	1,200	0
5640	Trvel Wrk Rel-Employe	0	2,500	0	1,513
5641	Trvel Wrk Rel-Non-Emp	2,500	0	0	0
Dept 5152-Emergency Totals		<u>89,805</u>	<u>89,805</u>	<u>85,399</u>	<u>87,512</u>
Department: 5107-Gen Institution					
5163	CLA-Overload/overtime	2,000	2,000	2,000	1,085
5330	Prof Svcs-Audit	66,500	65,500	70,000	80,500
5331	Prof Svcs-Legal	145,000	145,000	245,000	323,421
5332	Professional Svcs-Oth	6,250	6,250	6,250	4,675
5462	Supp-Other	18,000	18,000	18,000	14,138
5500	Bank Fees-Credit Card	50,000	50,000	50,000	76,720
5502	Dues & Subscriptions	42,000	42,000	42,000	34,108
5503	Collection Fees	2,600	2,600	2,600	1,964
5506	Graduation Expenses	0	0	0	-255
5512	Insur-Prof Liability	56,440	54,636	54,636	46,983
5570	Printing&Reproduction	0	1,000	1,000	52
5600	Publ Relations&Advert	0	0	0	655
Dept 5107-Gen Instit Totals		<u>388,790</u>	<u>386,986</u>	<u>491,486</u>	<u>584,046</u>
Department: 5106-Internal Audit					
5140	PRO-Full time	79,658	79,658	77,882	89,408
5370	Utilities-Telephone	0	5	5	1
5461	Supp-Office	300	300	300	56
5502	Dues & Subscriptions	0	0	0	426
5590	Prof Development	783	783	783	30
5640	Trvel Wrk Rel-Employe	0	0	0	265
Dept 5106-Internal A Totals		<u>80,741</u>	<u>80,746</u>	<u>78,970</u>	<u>90,186</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 5105-Presidents Office					
5120	ADM-Full time	199,650	199,650	199,650	364,268
5122	ADM-Stipends	23,640	11,640	11,640	10,670
5160	CLA-Full time	96,741	96,741	94,585	98,793
5163	CLA-Overload/overtime	600	600	600	0
5165	CLA-Part time	7,000	7,000	7,000	2,181
5245	Emp Ben LOC-ORP	0	0	0	97
5261	Emp Ben LOC-Medicare	0	0	0	41
5263	Emp Ben LOC-Wrk Comp	0	0	0	12
5264	Emp Ben LOC-Unempl	0	0	0	7
5332	Professional Svcs-Oth	0	0	0	-2,265
5352	Rent-Vehicles	1,500	1,500	1,500	0
5370	Utilities-Telephone	0	7,335	7,335	2,608
5461	Supp-Office	1,250	2,500	2,500	1,648
5462	Supp-Other	200	200	200	281
5502	Dues & Subscriptions	2,500	2,500	2,500	4,175
5550	Postage & Delivery	0	200	200	288
5570	Printing&Reproduction	336	336	336	62
5595	Dues&Subscrip-Bdget Sweep A	15,000	15,000	15,000	0
5639	Trvel-Budget Sweep Account	25,574	7,324	20,000	0
5640	Trvel Wrk Rel-Employe	15,000	15,000	15,000	12,680
5641	Trvel Wrk Rel-Non-Emp	0	0	0	1,556
Dept 5105-Presidents Totals		<u>388,991</u>	<u>367,526</u>	<u>378,046</u>	<u>497,102</u>
Department: 5103-Self Study SACS					
5502	Dues & Subscriptions	10,000	10,000	10,000	7,610
Dept 5103-Self Study Totals		<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>7,610</u>
Dept. Lead 2000-President Totals		<u>3,423,033</u>	<u>3,270,822</u>	<u>3,519,559</u>	<u>3,561,233</u>

College of the Mainland
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Budget Information by Department Detail

2017-18 Budget 2016-17 Budget 2015-16 Budget 2015-16 Actual

Area: 3000-VP Instruction

Department Group: ADE- Adult Education

Department: 1401-Adult Education

5105	FAC-Part time	0	0	0	1,130
5140	PRO-Full time	71,609	71,609	70,013	68,767
5160	CLA-Full time	79,074	79,074	77,580	51,076
5163	CLA-Overload/overtime	0	0	0	347
5370	Utilities-Telephone	0	145	145	97
5440	Supp-Instructional	400	400	2,400	0
5461	Supp-Office	2,776	2,776	2,776	3,070
5462	Supp-Other	2,000	2,000	2,500	3,559
5550	Postage & Delivery	0	200	200	0
5570	Printing&Reproduction	400	400	400	125
5640	Trvel Wrk Rel-Employe	0	0	0	1,428
Dept 1401-Adult Educ Totals		<u>156,259</u>	<u>156,604</u>	<u>156,014</u>	<u>129,599</u>

Department Group: BCE- Business & Computer Education

Department: 1103-Accounting-Credit

5100	FAC-Full time	101,446	101,447	99,185	101,446
5102	FAC-Stipends	10,000	10,000	8,000	9,000
5103	FAC-Overload/overtime	4,170	4,170	4,170	0
5104	FAC-Summer	6,480	6,480	6,480	4,820
5105	FAC-Part time	4,000	4,000	4,000	5,060
5370	Utilities-Telephone	0	0	1	0
5420	Supp-Cmp Hardwr<\$5000	500	500	0	0
5440	Supp-Instructional	160	80	100	70
5461	Supp-Office	80	80	80	215
5570	Printing&Reproduction	0	90	90	0
Dept 1103-Accounting Totals		<u>126,836</u>	<u>126,847</u>	<u>122,106</u>	<u>120,611</u>

Department: 3204-Adm-C.I.D.T.

5160	CLA-Full time	42,313	42,313	41,370	43,373
5370	Utilities-Telephone	0	0	2	13
5461	Supp-Office	750	750	750	942
5550	Postage & Delivery	0	20	20	12
5570	Printing&Reproduction	100	100	100	34
5622	Special Proj & Svcs	3,200	3,200	3,200	3,275
Dept 3204-Adm-C.I.D. Totals		<u>46,363</u>	<u>46,383</u>	<u>45,442</u>	<u>47,649</u>

Department: 1203-Bus Tech

5100	FAC-Full time	0	0	27,947	28,584
5102	FAC-Stipends	0	0	0	1,000
5103	FAC-Overload/overtime	0	0	0	417
5104	FAC-Summer	5,233	4,940	4,940	2,660
5105	FAC-Part time	25,000	25,000	33,800	13,110
5320	Maint & Repair Svcs	0	293	293	0
5440	Supp-Instructional	45	45	45	0
5461	Supp-Office	80	80	80	37
5502	Dues & Subscriptions	0	0	0	350
5570	Printing&Reproduction	25	25	25	0
Dept 1203-Bus Tech Totals		<u>30,383</u>	<u>30,383</u>	<u>67,130</u>	<u>46,158</u>

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Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 1107-C.I.S.					
5100	FAC-Full time	57,168	57,168	83,841	85,752
5102	FAC-Stipends	2,000	2,000	0	1,000
5103	FAC-Overload/overtime	7,500	7,500	7,500	3,051
5104	FAC-Summer	4,000	4,000	4,000	2,660
5105	FAC-Part time	17,000	17,000	22,000	5,060
5165	CLA-Part time	603	0	0	0
5320	Maint & Repair Svcs	0	0	0	2,061
5440	Supp-Instructional	250	250	500	0
5461	Supp-Office	100	100	100	162
5463	Supp-Testing	1,515	1,000	4,631	305
5550	Postage & Delivery	0	5	5	0
5570	Printing&Reproduction	0	30	30	0
Dept 1107-C.I.S. Totals		<u>90,136</u>	<u>89,053</u>	<u>122,607</u>	<u>100,051</u>
Department: 1213-Drafting					
5100	FAC-Full time	46,482	46,482	45,446	46,482
5102	FAC-Stipends	2,000	2,000	0	1,000
5103	FAC-Overload/overtime	8,000	8,000	2,390	12,820
5105	FAC-Part time	9,740	9,740	9,740	7,020
5320	Maint & Repair Svcs	2,153	2,153	1,938	2,280
5440	Supp-Instructional	300	300	300	0
5461	Supp-Office	75	75	75	78
5550	Postage & Delivery	0	25	25	0
5570	Printing&Reproduction	0	0	500	0
Dept 1213-Drafting Totals		<u>68,750</u>	<u>68,775</u>	<u>60,414</u>	<u>69,680</u>
Department: 1104-Gen Bus-Credit					
5100	FAC-Full time	26,158	26,158	25,575	26,158
5102	FAC-Stipends	1,000	1,000	0	500
5103	FAC-Overload/overtime	0	0	0	417
5104	FAC-Summer	4,440	4,440	4,440	2,160
5105	FAC-Part time	7,200	7,200	7,200	3,600
5320	Maint & Repair Svcs	0	293	293	81
5370	Utilities-Telephone	0	0	1	3
5440	Supp-Instructional	25	0	200	0
5461	Supp-Office	130	100	100	131
Dept 1104-Gen Bus-Cr Totals		<u>38,953</u>	<u>39,191</u>	<u>37,809</u>	<u>33,050</u>
Department: 1215-Graphic Arts					
5100	FAC-Full time	57,168	57,168	104,114	69,498
5102	FAC-Stipends	2,000	2,000	0	1,000
5103	FAC-Overload/overtime	0	0	0	4,068
5104	FAC-Summer	3,440	3,440	3,440	0
5105	FAC-Part time	18,510	18,510	5,475	30,030
5320	Maint & Repair Svcs	3,600	3,600	3,600	0
5370	Utilities-Telephone	0	0	1	1
5440	Supp-Instructional	1,200	920	1,000	1,240
5461	Supp-Office	125	125	125	680
5502	Dues & Subscriptions	0	0	0	2,829
5550	Postage & Delivery	0	5	5	0
5570	Printing&Reproduction	150	150	150	19
Dept 1215-Graphic Ar Totals		<u>86,193</u>	<u>85,918</u>	<u>117,910</u>	<u>109,365</u>

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Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 1204-Management					
5100	FAC-Full time	59,343	59,343	58,020	59,342
5102	FAC-Stipends	1,000	1,000	0	500
5105	FAC-Part time	0	0	0	3,780
5370	Utilities-Telephone	0	0	2	13
5440	Supp-Instructional	75	75	75	0
5461	Supp-Office	100	100	100	57
5570	Printing&Reproduction	0	25	25	0
Dept 1204-Management Totals		<u>60,518</u>	<u>60,543</u>	<u>58,222</u>	<u>63,692</u>
Department: 1216-Networking					
5100	FAC-Full time	44,690	0	0	0
5102	FAC-Stipends	0	0	0	2,500
5105	FAC-Part time	30,500	30,500	30,500	22,280
5370	Utilities-Telephone	0	5	5	2
5440	Supp-Instructional	200	200	200	0
5461	Supp-Office	0	0	0	267
5462	Supp-Other	40	40	40	0
5463	Supp-Testing	5,500	5,500	6,345	5,010
Dept 1216-Networking Totals		<u>80,930</u>	<u>36,245</u>	<u>37,090</u>	<u>30,059</u>
Department Group: CDE- Child Dev/Ed					
Department: 1210-Child Develop					
5100	FAC-Full time	58,026	0	52,685	1,361
5105	FAC-Part time	26,000	26,000	18,000	34,420
5142	PRO-Stipends	0	0	2,000	0
5370	Utilities-Telephone	0	8	8	21
5440	Supp-Instructional	0	500	500	244
5461	Supp-Office	0	1,075	1,075	948
5462	Supp-Other	0	100	100	90
5550	Postage & Delivery	0	125	125	55
5570	Printing&Reproduction	0	250	250	295
5642	COM Vehicle Use	0	250	250	0
Dept 1210-Child Deve Totals		<u>84,026</u>	<u>28,308</u>	<u>74,993</u>	<u>37,434</u>
Department: 1211-Child Develop Lab					
5140	PRO-Full time	196,948	196,948	149,394	200,818
5160	CLA-Full time	195,365	195,365	190,094	203,891
5165	CLA-Part time	10,000	10,000	10,000	9,235
5320	Maint & Repair Svcs	113	113	113	125
5440	Supp-Instructional	650	650	650	466
5462	Supp-Other	100	100	100	65
5502	Dues & Subscriptions	0	0	0	868
5512	Insur-Prof Liability	66	366	366	0
5622	Special Proj & Svcs	2,200	1,900	1,900	1,458
5640	Trvel Wrk Rel-Employe	0	0	0	497
Dept 1211-Child Deve Totals		<u>405,442</u>	<u>405,442</u>	<u>352,617</u>	<u>417,423</u>

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Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department Group: CED- Continuing Ed					
Department: 1307-Allied Health CE					
5105	FAC-Part time	69,195	69,195	79,195	59,305
5140	PRO-Full time	65,588	65,588	64,126	56,991
5160	CLA-Full time	38,789	44,891	43,890	48,602
5300	Cont Svcs-Pd Cntractr	1,800	5,000	2,250	250
5332	Professional Svcs-Oth	0	0	0	650
5420	Supp-Cmp Hardwr<\$5000	0	465	465	0
5440	Supp-Instructional	12,000	14,000	18,000	12,038
5461	Supp-Office	1,000	2,000	2,500	1,778
5462	Supp-Other	50	20	20	163
5463	Supp-Testing	6,100	8,000	18,982	6,481
5550	Postage & Delivery	0	150	150	-148
5570	Printing&Reproduction	500	1,000	1,000	519
Dept 1307-Allied Hea Totals		<u>195,022</u>	<u>210,309</u>	<u>230,578</u>	<u>186,629</u>
Department: 1217-Bus Ed-NonCR					
5105	FAC-Part time	15,000	15,000	20,500	10,640
5332	Professional Svcs-Oth	5,700	0	0	0
5370	Utilities-Telephone	0	0	0	26
5440	Supp-Instructional	150	250	350	101
5461	Supp-Office	0	0	0	140
Dept 1217-Bus Ed-Non Totals		<u>20,850</u>	<u>15,250</u>	<u>20,850</u>	<u>10,907</u>
Department: 3401-Dean Cont Ed					
5120	ADM-Full time	94,573	94,573	92,465	98,701
5140	PRO-Full time	192,791	192,791	134,319	157,982
5160	CLA-Full time	174,048	174,048	216,821	206,721
5163	CLA-Overload/overtime	0	1,500	0	3,235
5165	CLA-Part time	11,400	7,500	7,500	10,566
5352	Rent-Vehicles	0	0	0	161
5370	Utilities-Telephone	0	10	10	26
5420	Supp-Cmp Hardwr<\$5000	0	0	0	21
5430	Supp-Furn&Equip<\$5000	0	0	0	792
5440	Supp-Instructional	0	0	0	2
5461	Supp-Office	3,500	3,500	3,500	3,550
5462	Supp-Other	100	500	1,000	400
5550	Postage & Delivery	0	150	150	-12,227
5570	Printing&Reproduction	20,000	30,000	30,000	15,940
5600	Publ Relations&Advert	15,000	7,000	7,000	14,364
5640	Trvel Wrk Rel-Employe	0	0	0	6,391
Dept 3401-Dean Cont Totals		<u>511,412</u>	<u>511,572</u>	<u>492,765</u>	<u>506,625</u>
Department: 1229-Electrical-NonCR					
5105	FAC-Part time	22,960	22,960	4,000	1,237
5440	Supp-Instructional	1,000	1,000	0	0
5462	Supp-Other	250	250	0	419
5570	Printing&Reproduction	250	250	0	0
Dept 1229-Electrical Totals		<u>24,460</u>	<u>24,460</u>	<u>4,000</u>	<u>1,656</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 1208-HVAC-NonCR					
5102	FAC-Stipends	0	400	0	0
5105	FAC-Part time	21,260	20,860	25,000	7,630
5332	Professional Svcs-Oth	840	0	0	0
5440	Supp-Instructional	3,000	4,500	4,500	2,969
5462	Supp-Other	200	200	0	94
5463	Supp-Testing	592	640	0	0
5570	Printing&Reproduction	0	200	200	0
	Dept 1208-HVAC-NonCR Totals	<u>25,892</u>	<u>26,800</u>	<u>29,700</u>	<u>10,693</u>
Department: 5119-LC Ctr Admin					
5160	CLA-Full time	0	38,789	37,924	38,866
5165	CLA-Part time	21,275	8,000	16,500	9,922
5370	Utilities-Telephone	0	3,850	3,850	4,257
5440	Supp-Instructional	0	50	50	0
5461	Supp-Office	1,500	1,500	1,000	1,313
5550	Postage & Delivery	0	5	5	0
5570	Printing&Reproduction	0	10	10	0
5640	Trvel Wrk Rel-Employe	0	0	0	353
	Dept 5119-LC Ctr Adm Totals	<u>22,775</u>	<u>52,204</u>	<u>59,339</u>	<u>54,711</u>
Department: 1235-Machinist - NCR					
5320	Maint & Repair Svcs	1,000	0	0	0
5332	Professional Svcs-Oth	3,500	0	0	0
5440	Supp-Instructional	2,370	0	0	0
	Dept 1235-Machinist Totals	<u>6,870</u>	<u>0</u>	<u>0</u>	<u>0</u>
Department: 1228-Millwrt/Mach-NonCR					
5102	FAC-Stipends	0	400	0	645
5105	FAC-Part time	60,000	60,000	52,229	53,363
5320	Maint & Repair Svcs	600	0	0	0
5332	Professional Svcs-Oth	4,340	0	0	0
5352	Rent-Vehicles	104	0	0	0
5370	Utilities-Telephone	0	24	0	25
5440	Supp-Instructional	5,000	5,000	10,500	1,848
5461	Supp-Office	100	0	0	0
5462	Supp-Other	200	400	0	187
5463	Supp-Testing	192	150	0	0
5502	Dues & Subscriptions	0	0	0	1,320
5550	Postage & Delivery	0	0	0	7
5570	Printing&Reproduction	260	260	260	0
	Dept 1228-Millwrt/Ma Totals	<u>70,796</u>	<u>66,234</u>	<u>62,989</u>	<u>57,395</u>
Department: 1234-Pipefitting / Welding - NCR					
5332	Professional Svcs-Oth	840	0	0	0
5440	Supp-Instructional	8,100	0	0	0
	Dept 1234-Pipefittin Totals	<u>8,940</u>	<u>0</u>	<u>0</u>	<u>0</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 2112-Senior Adult Dept					
5105	FAC-Part time	110,000	110,000	89,344	77,727
5140	PRO-Full time	75,971	75,971	74,277	77,582
5160	CLA-Full time	37,658	37,658	37,892	38,656
5165	CLA-Part time	52,595	52,595	16,595	16,923
5320	Maint & Repair Svcs	0	0	0	133
5370	Utilities-Telephone	0	0	4	13
5440	Supp-Instructional	1,200	1,200	1,200	1,134
5461	Supp-Office	1,150	1,150	1,150	1,131
5462	Supp-Other	700	700	700	600
5550	Postage & Delivery	0	1,600	1,500	1,276
5570	Printing&Reproduction	2,000	2,000	2,000	1,533
5600	Publ Relations&Advert	0	0	0	450
5640	Trvel Wrk Rel-Employe	0	0	0	320
Dept 2112-Senior Adu Totals		<u>281,274</u>	<u>282,874</u>	<u>224,662</u>	<u>217,478</u>
Department Group: CHS- Collegiate High School					
Department: 1227-Collegiate H.S.-CR					
5140	PRO-Full time	78,249	78,249	76,505	81,664
5160	CLA-Full time	38,756	38,756	37,892	40,448
5370	Utilities-Telephone	0	14	14	29
5461	Supp-Office	698	698	698	832
5462	Supp-Other	100	100	100	94
5550	Postage & Delivery	0	10	10	11
5570	Printing&Reproduction	276	276	276	77
5630	Stu Develop & Events	700	700	700	700
Dept 1227-Collegiate Totals		<u>118,779</u>	<u>118,803</u>	<u>116,195</u>	<u>123,855</u>
Department Group: COS- Cosmetology					
Department: 1301-Cosmetology					
5100	FAC-Full time	237,651	237,651	232,353	223,714
5102	FAC-Stipends	4,000	12,000	0	10,000
5103	FAC-Overload/overtime	2,500	2,500	5,000	0
5105	FAC-Part time	114,000	114,000	89,000	151,934
5160	CLA-Full time	39,919	39,919	37,892	41,661
5246	Emp Ben LOC-TRS	0	0	0	154
5261	Emp Ben LOC-Medicare	0	0	0	29
5263	Emp Ben LOC-Wrk Comp	0	0	0	9
5264	Emp Ben LOC-Unempl	0	0	0	5
5370	Utilities-Telephone	0	0	0	1
5420	Supp-Cmp Hardwr<\$5000	0	0	0	2,538
5440	Supp-Instructional	20,000	25,000	18,500	16,842
5461	Supp-Office	2,000	2,000	1,500	1,866
5502	Dues & Subscriptions	0	0	0	400
5507	Licensing & Cert-Student	1,500	1,000	0	1,100
5550	Postage & Delivery	0	35	35	16
5570	Printing&Reproduction	300	300	300	330
5622	Special Proj & Svcs	275	225	225	0
Dept 1301-Cosmetolog Totals		<u>422,145</u>	<u>434,630</u>	<u>384,805</u>	<u>450,599</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
<u>Department Group: DCD- Dual Credit Department</u>					
Department: 4133-Dual Credit Dept					
5102	FAC-Stipends	5,820	5,820	5,820	5,823
5140	PRO-Full time	75,279	122,130	119,407	122,371
5160	CLA-Full time	43,657	43,657	42,684	43,743
5370	Utilities-Telephone	0	5	5	5
5461	Supp-Office	1,000	1,000	1,000	1,421
5502	Dues & Subscriptions	0	0	0	495
5550	Postage & Delivery	0	100	300	15
5570	Printing&Reproduction	15,000	15,000	3,000	2,973
5622	Special Proj & Svcs	8,400	8,400	1,000	1,123
5640	Trvel Wrk Rel-Employe	6,400	6,400	0	1,363
Dept 4133-Dual Credi Totals		<u>155,556</u>	<u>202,512</u>	<u>173,216</u>	<u>179,332</u>
<u>Department Group: DET- Distance Ed</u>					
Department: 1110-Distance Ed					
5102	FAC-Stipends	3,300	3,300	0	1,950
5140	PRO-Full time	179,151	179,151	225,109	221,654
5160	CLA-Full time	18,281	18,281	17,874	18,317
5320	Maint & Repair Svcs	79,650	79,650	79,650	85,580
5332	Professional Svcs-Oth	0	0	0	2,100
5410	Supp-Childcare Food	0	0	0	179
5421	Supp-Cmp Softwr<\$5000	1,032	1,032	1,032	139
5461	Supp-Office	0	825	825	467
5570	Printing&Reproduction	0	0	0	17
Dept 1110-Distance E Totals		<u>281,414</u>	<u>282,239</u>	<u>324,490</u>	<u>330,403</u>
Department: 3504-Instr Tech Department					
5140	PRO-Full time	48,928	48,928	47,837	50,154
5160	CLA-Full time	57,037	57,037	55,766	57,150
5320	Maint & Repair Svcs	450	450	450	0
5370	Utilities-Telephone	0	8	8	5
5430	Supp-Furn&Equip<\$5000	0	23,510	23,510	22,883
5461	Supp-Office	400	400	600	84
5462	Supp-Other	2,480	2,480	2,480	2,453
5466	MED-Alloc to depts	0	-1,350	-1,350	0
5502	Dues & Subscriptions	0	0	0	99
5550	Postage & Delivery	0	10	10	1
5570	Printing&Reproduction	75	75	75	0
5610	Royalty/License Pymts	568	568	568	468
Dept 3504-Instr Tech Totals		<u>109,938</u>	<u>132,116</u>	<u>129,954</u>	<u>133,297</u>
Department: 1113-Virtual College TX					
5622	Special Proj & Svcs	1,000	1,000	1,000	600
Dept 1113-Virtual Co Totals		<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>600</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department Group: DGE- Dean Gen ED					
Department: 3109-Dean Gen Ed					
5102	FAC-Stipends	0	5,820	5,820	8,730
5120	ADM-Full time	91,819	91,819	89,772	92,001
5160	CLA-Full time	41,081	41,081	40,165	37,793
5352	Rent-Vehicles	120	0	0	0
5461	Supp-Office	500	500	500	747
5462	Supp-Other	100	100	300	0
5550	Postage & Delivery	0	25	25	0
5570	Printing&Reproduction	150	150	150	0
5640	Trvel Wrk Rel-Employe	4,000	4,000	4,000	3,086
Dept 3109-Dean Gen E Totals		<u>137,770</u>	<u>143,495</u>	<u>140,732</u>	<u>142,357</u>
Department Group: HUM- Humanities					
Department: 1102-Acad Succ Re/Wr					
5100	FAC-Full time	573,807	104,632	102,300	104,632
5102	FAC-Stipends	8,000	0	0	0
5103	FAC-Overload/overtime	3,500	3,500	3,500	417
5104	FAC-Summer	10,000	10,000	10,000	0
5105	FAC-Part time	10,000	10,000	10,000	9,360
5165	CLA-Part time	5,500	5,500	5,500	0
5300	Cont Svcs-Pd Cntractr	21,800	0	0	0
5320	Maint & Repair Svcs	0	468	468	0
5370	Utilities-Telephone	0	5	5	1
5440	Supp-Instructional	0	1,000	1,000	798
5461	Supp-Office	0	1,200	1,800	1,303
5463	Supp-Testing	0	45	45	0
5550	Postage & Delivery	0	5	5	0
5570	Printing&Reproduction	0	100	600	12
Dept 1102-Acad Succ Totals		<u>632,607</u>	<u>136,455</u>	<u>135,223</u>	<u>116,523</u>
Department: 1112-Humanities					
5100	FAC-Full time	158,483	670,768	698,984	654,435
5102	FAC-Stipends	0	8,000	8,000	8,500
5103	FAC-Overload/overtime	24,000	24,000	24,000	17,004
5104	FAC-Summer	65,800	65,800	58,800	65,040
5105	FAC-Part time	47,000	47,000	43,000	29,554
5160	CLA-Full time	0	42,313	41,370	44,160
5165	CLA-Part time	0	0	0	41
5300	Cont Svcs-Pd Cntractr	0	21,800	13,770	21,800
5352	Rent-Vehicles	0	200	1,000	94
5370	Utilities-Telephone	0	10	10	1
5440	Supp-Instructional	0	250	400	207
5460	Supp-from Media Svcs	0	100	200	0
5461	Supp-Office	0	3,000	4,000	2,776
5462	Supp-Other	0	600	600	542
5465	Supp-from Media Svcs	0	10	10	0
5550	Postage & Delivery	0	40	40	4
5570	Printing&Reproduction	0	200	200	119
5640	Trvel Wrk Rel-Employe	0	0	0	1,935
5642	COM Vehicle Use	0	100	100	0
Dept 1112-Humanities Totals		<u>295,283</u>	<u>884,191</u>	<u>894,484</u>	<u>846,212</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 1111-Philosophy					
5100	FAC-Full time	21,555	0	0	0
	Dept 1111-Philosophy Totals	<u>21,555</u>	<u>0</u>	<u>0</u>	<u>0</u>
Department Group: INE- Instructional Admin					
Department: 3101-Adm-Instruct					
5160	CLA-Full time	42,313	0	0	0
5320	Maint & Repair Svcs	468	0	0	0
5352	Rent-Vehicles	200	0	0	0
5440	Supp-Instructional	1,250	0	0	0
5460	Supp-from Media Svcs	100	0	0	0
5461	Supp-Office	3,000	0	0	0
5462	Supp-Other	600	0	0	0
5463	Supp-Testing	45	0	0	0
5465	Supp-from Media Svcs	10	0	0	0
5570	Printing&Reproduction	300	0	0	0
5642	COM Vehicle Use	100	0	0	0
	Dept 3101-Adm-Instru Totals	<u>48,386</u>	<u>0</u>	<u>0</u>	<u>0</u>
Department Group: ITL- Instructional Tech Lab Mgrs					
Department: 3505-Instr Tech Lab Mgrs					
5140	PRO-Full time	126,035	126,035	123,226	128,698
5160	CLA-Full time	213,377	213,377	242,345	251,597
5165	CLA-Part time	15,450	15,450	15,450	11,759
5370	Utilities-Telephone	0	0	0	5
5440	Supp-Instructional	1,000	1,000	1,000	988
5461	Supp-Office	7,400	7,400	6,400	8,298
	Dept 3505-Instr Tech Totals	<u>363,262</u>	<u>363,262</u>	<u>388,421</u>	<u>401,345</u>
Department Group: ITT- Industrial Tech					
Department: 3205-Adm-Ind Tech					
5160	CLA-Full time	41,150	41,150	40,233	41,311
5440	Supp-Instructional	0	0	0	258
5461	Supp-Office	0	0	300	0
5630	Stu Develop & Events	0	0	1,500	0
	Dept 3205-Adm-Ind Te Totals	<u>41,150</u>	<u>41,150</u>	<u>42,033</u>	<u>41,569</u>

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Department: 1219-Process Tech					
5100	FAC-Full time	337,299	325,446	319,499	325,446
5102	FAC-Stipends	10,000	10,000	8,000	8,000
5103	FAC-Overload/overtime	26,000	26,000	26,000	36,268
5105	FAC-Part time	130,000	130,000	130,000	146,205
5165	CLA-Part time	0	0	0	420
5320	Maint & Repair Svcs	5,000	10,000	13,050	5,141
5350	Rent-Equip & Other	0	0	0	-3,036
5370	Utilities-Telephone	0	5	5	1
5440	Supp-Instructional	6,500	5,000	6,000	4,087
5461	Supp-Office	1,750	1,750	1,750	3,902
5462	Supp-Other	600	125	125	1,466
5502	Dues & Subscriptions	0	0	0	750
5550	Postage & Delivery	0	160	160	13
5570	Printing&Reproduction	20	100	100	0
5640	Trvel Wrk Rel-Employe	0	0	0	460
Dept 1219-Process Te Totals		<u>517,169</u>	<u>508,586</u>	<u>504,689</u>	<u>529,123</u>
Department: 1218-Welding-Cred					
5100	FAC-Full time	279,262	214,762	268,647	254,593
5102	FAC-Stipends	2,000	2,000	0	0
5103	FAC-Overload/overtime	5,200	5,200	0	7,480
5105	FAC-Part time	75,000	75,000	54,000	79,290
5165	CLA-Part time	45,600	34,200	34,200	31,978
5320	Maint & Repair Svcs	3,500	4,500	4,500	3,262
5430	Supp-Furn&Equip<\$5000	0	0	10,000	9,878
5440	Supp-Instructional	145,388	100,000	100,000	101,864
5461	Supp-Office	0	100	100	0
5462	Supp-Other	450	450	450	516
5502	Dues & Subscriptions	0	0	0	258
5550	Postage & Delivery	0	0	0	40
5570	Printing&Reproduction	0	0	300	0
Dept 1218-Welding-Cr Totals		<u>556,400</u>	<u>436,212</u>	<u>472,197</u>	<u>489,159</u>
Department Group: LIB- Library					
Department: 3503-Library					
5140	PRO-Full time	255,800	255,800	244,667	256,475
5160	CLA-Full time	110,358	110,358	107,898	108,457
5165	CLA-Part time	36,000	36,000	36,000	22,628
5320	Maint & Repair Svcs	10,948	9,245	6,519	5,842
5332	Professional Svcs-Oth	0	0	0	1,500
5440	Supp-Instructional	1,500	1,500	4,466	1,409
5460	Supp-from Media Svcs	100	100	600	637
5461	Supp-Office	3,602	3,602	3,000	6,273
5462	Supp-Other	3,000	3,000	5,000	3,151
5502	Dues & Subscriptions	62,222	62,222	56,822	56,948
5550	Postage & Delivery	0	325	325	265
5570	Printing&Reproduction	140	140	140	0
5622	Special Proj & Svcs	3,402	3,402	2,510	544
5640	Trvel Wrk Rel-Employe	0	0	0	-24
5905	Cap Out-Library Books	52,000	52,000	52,000	0
Dept 3503-Library Totals		<u>539,072</u>	<u>537,694</u>	<u>519,947</u>	<u>464,105</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department Group: MSC- Math/Science					
Department: 1101-Acad Succ Math					
5100	FAC-Full time	257,115	306,371	299,543	306,371
5103	FAC-Overload/overtime	10,000	10,000	10,000	8,303
5104	FAC-Summer	12,960	12,960	16,200	16,200
5105	FAC-Part time	78,300	78,300	70,000	54,272
5140	PRO-Full time	54,591	96,429	94,793	100,638
5165	CLA-Part time	25,000	25,000	25,000	26,132
5320	Maint & Repair Svcs	0	1,620	1,620	0
5370	Utilities-Telephone	0	0	1	0
5421	Supp-Cmp Softwr<\$5000	0	0	0	58
5440	Supp-Instructional	1,300	1,300	1,300	1,306
5461	Supp-Office	500	500	1,950	634
5463	Supp-Testing	810	810	810	0
5550	Postage & Delivery	0	10	10	0
5570	Printing&Reproduction	0	250	250	61
5640	Trvel Wrk Rel-Employe	0	0	0	108
Dept 1101-Acad Succ Totals		<u>440,576</u>	<u>533,550</u>	<u>521,477</u>	<u>514,083</u>
Department: 3105-Adm-Science					
5160	CLA-Full time	46,237	46,237	45,206	48,255
5370	Utilities-Telephone	0	0	4	3
5461	Supp-Office	1,500	1,500	1,500	1,067
5550	Postage & Delivery	0	60	60	4
5570	Printing&Reproduction	100	100	100	44
Dept 3105-Adm-Scienc Totals		<u>47,837</u>	<u>47,897</u>	<u>46,870</u>	<u>49,373</u>
Department: 1120-Biol & Nutrition					
5100	FAC-Full time	352,940	352,940	387,141	290,817
5102	FAC-Stipends	0	0	0	500
5103	FAC-Overload/overtime	37,000	37,000	37,000	34,248
5104	FAC-Summer	20,000	20,000	46,000	25,980
5105	FAC-Part time	9,900	9,900	9,900	5,175
5160	CLA-Full time	34,493	34,493	33,724	30,314
5165	CLA-Part time	7,000	7,000	7,000	3,226
5320	Maint & Repair Svcs	10,881	10,881	10,881	10,178
5430	Supp-Furn&Equip<\$5000	0	2,100	4,000	2,047
5440	Supp-Instructional	36,000	36,000	36,000	33,719
5461	Supp-Office	1,000	1,000	1,200	371
5550	Postage & Delivery	0	50	50	0
5570	Printing&Reproduction	500	2,000	3,000	758
Dept 1120-Biol & Nut Totals		<u>509,714</u>	<u>513,364</u>	<u>575,896</u>	<u>437,333</u>
Department: 1121-Chemistry					
5100	FAC-Full time	128,498	128,498	125,634	128,498
5103	FAC-Overload/overtime	14,880	14,880	8,000	11,904
5104	FAC-Summer	14,640	14,640	11,700	8,010
5105	FAC-Part time	26,400	26,400	20,000	25,485
5165	CLA-Part time	6,000	13,000	13,000	7,837
5430	Supp-Furn&Equip<\$5000	0	5,655	550	0
5440	Supp-Instructional	11,000	11,000	11,000	11,856
5461	Supp-Office	1,500	1,800	1,800	194
5570	Printing&Reproduction	75	75	75	0
Dept 1121-Chemistry Totals		<u>202,993</u>	<u>215,948</u>	<u>191,759</u>	<u>193,784</u>

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Department: 1122-Geology					
5100	FAC-Full time	42,838	42,838	27,137	0
5103	FAC-Overload/overtime	3,585	3,585	3,720	0
5104	FAC-Summer	3,660	3,660	3,900	0
5105	FAC-Part time	6,600	6,600	26,400	27,150
5165	CLA-Part time	5,000	6,245	6,245	6,366
5352	Rent-Vehicles	1,600	600	600	148
5440	Supp-Instructional	2,720	1,210	1,210	1,743
5461	Supp-Office	580	580	580	250
5570	Printing&Reproduction	100	100	0	88
Dept 1122-Geology Totals		<u>66,683</u>	<u>65,418</u>	<u>69,792</u>	<u>35,745</u>
Department: 1135-Health and PE Credit					
5100	FAC-Full time	107,961	107,961	105,555	107,961
5103	FAC-Overload/overtime	0	0	0	8,340
5104	FAC-Summer	12,960	12,960	8,640	10,800
5105	FAC-Part time	12,600	12,600	16,200	5,955
5370	Utilities-Telephone	0	35	35	10
5440	Supp-Instructional	500	500	500	515
5461	Supp-Office	0	0	0	24
5462	Supp-Other	250	250	500	0
5502	Dues & Subscriptions	0	0	0	64
5570	Printing&Reproduction	400	400	400	20
Dept 1135-Health and Totals		<u>134,671</u>	<u>134,706</u>	<u>131,830</u>	<u>133,689</u>
Department: 1114-Math					
5100	FAC-Full time	292,073	190,817	205,752	242,528
5102	FAC-Stipends	8,000	8,000	8,000	8,000
5103	FAC-Overload/overtime	10,000	10,000	10,000	29,887
5104	FAC-Summer	18,000	18,000	18,000	19,800
5105	FAC-Part time	55,000	55,000	55,000	28,206
5300	Cont Svcs-Pd Cntracr	17,450	17,450	9,450	11,000
5370	Utilities-Telephone	0	0	0	3
5440	Supp-Instructional	2,100	2,100	2,100	2,072
5461	Supp-Office	380	380	380	68
5570	Printing&Reproduction	35	35	35	31
5640	Trvel Wrk Rel-Employe	0	0	0	42
Dept 1114-Math Totals		<u>403,038</u>	<u>301,782</u>	<u>308,717</u>	<u>341,637</u>
Department: 1123-Physics					
5100	FAC-Full time	62,470	62,470	61,077	62,470
5105	FAC-Part time	42,900	42,900	42,900	46,245
5165	CLA-Part time	700	700	700	0
5370	Utilities-Telephone	0	0	0	1
5430	Supp-Furn&Equip<\$5000	0	3,400	3,400	3,289
5440	Supp-Instructional	2,250	2,250	2,250	3,169
5461	Supp-Office	800	800	800	21
5550	Postage & Delivery	0	20	20	0
5570	Printing&Reproduction	100	100	100	94
Dept 1123-Physics Totals		<u>109,220</u>	<u>112,640</u>	<u>111,247</u>	<u>115,289</u>
Department: 1139-Supplemental Instruction					
5165	CLA-Part time	38,000	38,000	0	21,742
Dept 1139-Supplement Totals		<u>38,000</u>	<u>38,000</u>	<u>0</u>	<u>21,742</u>

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Department Group: NRS- Nursing					
Department: 3104-Nursing Administration					
5140	PRO-Full time	157,028	208,223	203,583	208,635
5142	PRO-Stipends	20,000	20,000	20,000	20,000
5145	PRO-Part time	0	0	0	16,830
5160	CLA-Full time	85,932	85,932	84,017	87,918
5165	CLA-Part time	23,000	23,000	23,000	11,919
5320	Maint & Repair Svcs	1,800	1,800	1,800	1,349
5332	Professional Svcs-Oth	0	20,000	0	9,656
5370	Utilities-Telephone	0	210	210	0
5420	Supp-Cmp Hardwr<\$5000	0	0	0	1,196
5421	Supp-Cmp Softwr<\$5000	18,000	15,500	8,800	21,605
5430	Supp-Furn&Equip<\$5000	0	0	1,500	0
5440	Supp-Instructional	0	0	0	3,282
5461	Supp-Office	3,000	7,675	7,675	3,956
5462	Supp-Other	0	0	0	98
5502	Dues & Subscriptions	7,985	7,350	5,850	6,640
5550	Postage & Delivery	0	500	500	16
5570	Printing&Reproduction	4,240	4,240	3,990	1,731
5622	Special Proj & Svcs	7,500	7,500	0	0
5640	Trvel Wrk Rel-Employe	0	0	0	50
Dept 3104-Nursing Ad Totals		<u>328,485</u>	<u>401,930</u>	<u>360,925</u>	<u>394,881</u>
Department: 1302-Nursing-AD					
5100	FAC-Full time	1,053,655	913,655	799,376	789,089
5102	FAC-Stipends	100,320	93,660	89,820	85,443
5103	FAC-Overload/overtime	27,500	27,500	42,500	12,272
5105	FAC-Part time	45,000	45,000	30,000	49,289
5145	PRO-Part time	0	0	0	5,071
5247	Emp Ben LOC-TSA	0	0	0	25
5261	Emp Ben LOC-Medicare	0	0	0	28
5263	Emp Ben LOC-Wrk Comp	0	0	0	8
5264	Emp Ben LOC-Unempl	0	0	0	5
5332	Professional Svcs-Oth	0	0	0	107
5370	Utilities-Telephone	0	0	0	40
5430	Supp-Furn&Equip<\$5000	0	2,500	2,500	2,420
5440	Supp-Instructional	32,800	29,300	29,300	20,913
5460	Supp-from Media Svcs	1,000	1,000	4,183	0
5461	Supp-Office	0	0	0	907
5462	Supp-Other	0	1,000	1,000	1,374
5463	Supp-Testing	78,200	78,200	88,200	68,854
5550	Postage & Delivery	0	0	0	2
5570	Printing&Reproduction	0	0	0	319
5640	Trvel Wrk Rel-Employe	0	0	0	6,446
Dept 1302-Nursing-AD Totals		<u>1,338,475</u>	<u>1,191,815</u>	<u>1,086,879</u>	<u>1,042,612</u>

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Department: 1303-Nursing-VN					
5100	FAC-Full time	299,983	299,983	285,184	272,973
5102	FAC-Stipends	32,820	26,070	20,484	23,773
5103	FAC-Overload/overtime	9,000	9,000	9,000	0
5105	FAC-Part time	30,000	30,000	30,000	27,981
5370	Utilities-Telephone	0	0	0	2
5440	Supp-Instructional	2,700	2,000	1,300	1,205
5460	Supp-from Media Svcs	0	500	1,000	399
5462	Supp-Other	100	300	300	172
5463	Supp-Testing	12,000	12,000	10,800	10,094
5640	Trvel Wrk Rel-Employe	0	0	0	2,022
Dept 1303-Nursing-VN Totals		<u>386,603</u>	<u>379,853</u>	<u>358,068</u>	<u>338,621</u>
Department Group: PDA- Professional Dev Academy					
Department: 5126-Prof Develop Acad					
5102	FAC-Stipends	3,000	3,000	3,000	3,000
5370	Utilities-Telephone	0	0	1	0
5410	Supp-Childcare Food	0	0	0	4,096
5440	Supp-Instructional	0	0	150	0
5461	Supp-Office	100	100	200	0
5550	Postage & Delivery	0	10	10	3
5570	Printing&Reproduction	25	25	25	775
5591	Prof Develop-PDA-Adm	0	0	0	-59
5592	Prof Dev-PDA-Instruct	110,000	110,000	100,000	111,020
5622	Special Proj & Svcs	10,000	10,000	0	0
Dept 5126-Prof Devel Totals		<u>123,125</u>	<u>123,135</u>	<u>103,386</u>	<u>118,835</u>
Department Group: PSC- Public Service Careers					
Department: 3301-Adm-Pub Svc Ed					
5160	CLA-Full time	78,973	78,973	80,434	80,256
5430	Supp-Furn&Equip<\$5000	0	750	450	2,982
5461	Supp-Office	3,500	3,500	3,200	3,509
5550	Postage & Delivery	0	50	50	137
5570	Printing&Reproduction	0	200	200	0
Dept 3301-Adm-Pub Sv Totals		<u>82,473</u>	<u>83,473</u>	<u>84,334</u>	<u>86,884</u>
Department: 1305-Criminal Justice					
5100	FAC-Full time	70,308	70,308	68,741	71,864
5102	FAC-Stipends	8,000	10,000	8,000	8,000
5105	FAC-Part time	9,800	9,800	9,800	8,280
5370	Utilities-Telephone	0	7	7	29
5440	Supp-Instructional	150	250	250	111
5570	Printing&Reproduction	75	75	75	0
5640	Trvel Wrk Rel-Employe	0	0	0	260
Dept 1305-Criminal J Totals		<u>88,333</u>	<u>90,440</u>	<u>86,873</u>	<u>88,544</u>
Department: 1399-Emergency Management Credit					
5105	FAC-Part time	17,000	17,000	0	800
5430	Supp-Furn&Equip<\$5000	0	5,000	5,000	2,247
5440	Supp-Instructional	3,000	5,000	5,000	2,225
5462	Supp-Other	350	500	750	552
5550	Postage & Delivery	0	50	50	0
5570	Printing&Reproduction	600	1,000	1,000	136
Dept 1399-Emergency Totals		<u>20,950</u>	<u>28,550</u>	<u>11,800</u>	<u>5,960</u>

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Department: 1306-EMS-Credit					
5100	FAC-Full time	134,935	134,935	131,927	134,935
5103	FAC-Overload/overtime	0	0	0	15,866
5105	FAC-Part time	100,000	100,000	120,000	106,651
5332	Professional Svcs-Oth	9,600	6,875	6,875	7,508
5350	Rent-Equip & Other	0	540	540	0
5370	Utilities-Telephone	0	7	7	4
5440	Supp-Instructional	10,800	10,800	10,800	15,178
5460	Supp-from Media Svcs	0	500	500	500
5461	Supp-Office	0	20	20	24
5462	Supp-Other	13,000	13,000	15,600	13,197
5502	Dues & Subscriptions	0	0	0	2,076
5570	Printing&Reproduction	340	1,000	2,700	1,409
5622	Special Proj & Svcs	500	1,500	1,500	1,136
5640	Trvel Wrk Rel-Employe	0	0	0	1,824
Dept 1306-EMS-Credit Totals		<u>269,175</u>	<u>269,177</u>	<u>290,469</u>	<u>300,308</u>
Department: 1308-Fire Tech					
5100	FAC-Full time	66,013	66,013	64,541	66,013
5105	FAC-Part time	173,550	173,550	173,550	160,585
5320	Maint & Repair Svcs	20,750	20,750	13,500	13,109
5351	Rent-Facilities	9,900	9,900	6,900	3,000
5352	Rent-Vehicles	500	500	500	297
5370	Utilities-Telephone	0	30	30	8
5430	Supp-Furn&Equip<\$5000	9,000	9,000	9,000	8,787
5440	Supp-Instructional	10,540	10,280	10,280	13,511
5461	Supp-Office	0	55	55	0
5462	Supp-Other	0	0	0	1,588
5502	Dues & Subscriptions	0	0	0	591
5570	Printing&Reproduction	175	250	250	451
5640	Trvel Wrk Rel-Employe	0	0	0	175
Dept 1308-Fire Tech Totals		<u>290,428</u>	<u>290,328</u>	<u>278,606</u>	<u>268,115</u>
Department: 1310-Firearms Acad					
5100	FAC-Full time	60,146	0	0	0
5105	FAC-Part time	11,624	11,624	11,624	4,032
5140	PRO-Full time	0	30,073	30,075	30,134
5320	Maint & Repair Svcs	250	225	225	254
5370	Utilities-Telephone	0	0	3	2
5430	Supp-Furn&Equip<\$5000	0	2,000	2,000	1,559
5440	Supp-Instructional	30,000	47,000	50,000	46,077
5462	Supp-Other	0	0	0	141
5570	Printing&Reproduction	0	100	100	0
Dept 1310-Firearms A Totals		<u>102,020</u>	<u>91,022</u>	<u>94,027</u>	<u>82,199</u>

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Department: 1315-Health Info Mgmt					
5100	FAC-Full time	113,756	113,756	111,220	113,756
5102	FAC-Stipends	8,000	4,000	0	2,000
5103	FAC-Overload/overtime	2,500	2,500	15,000	2,478
5105	FAC-Part time	30,000	30,000	30,000	22,070
5421	Supp-Cmp Softwr<\$5000	8,000	1,000	8,100	0
5440	Supp-Instructional	700	600	600	569
5461	Supp-Office	0	0	0	180
5462	Supp-Other	50	50	50	0
5502	Dues & Subscriptions	0	0	0	10,860
Dept 1315-Health Inf Totals		<u>163,006</u>	<u>151,906</u>	<u>164,970</u>	<u>151,913</u>
Department: 1311-Law Enforcement					
5105	FAC-Part time	66,500	66,500	66,500	52,544
5140	PRO-Full time	35,896	35,896	35,096	35,966
5165	CLA-Part time	0	0	0	1,168
5440	Supp-Instructional	1,610	850	850	952
5462	Supp-Other	515	240	240	517
5502	Dues & Subscriptions	0	0	0	1,000
5550	Postage & Delivery	0	0	0	7
5570	Printing&Reproduction	1,000	400	400	330
5640	Trvel Wrk Rel-Employe	0	0	0	1,142
Dept 1311-Law Enforc Totals		<u>105,521</u>	<u>103,886</u>	<u>103,086</u>	<u>93,626</u>
Department: 1312-Law Enfrcmnt-NonCR					
5105	FAC-Part time	2,000	2,000	2,000	24,464
5140	PRO-Full time	35,893	35,893	35,096	35,966
5332	Professional Svcs-Oth	0	0	0	1,024
5370	Utilities-Telephone	0	5	5	2
5440	Supp-Instructional	800	800	800	1,143
5461	Supp-Office	0	40	40	0
5462	Supp-Other	250	250	250	150
5502	Dues & Subscriptions	0	0	0	538
5570	Printing&Reproduction	250	250	250	4
Dept 1312-Law Enfrcm Totals		<u>39,193</u>	<u>39,238</u>	<u>38,441</u>	<u>63,291</u>
Department: 1316-Medical Assistant					
5100	FAC-Full time	178,086	128,086	126,539	69,413
5102	FAC-Stipends	4,000	4,000	0	2,000
5103	FAC-Overload/overtime	0	0	0	8,340
5105	FAC-Part time	25,000	25,000	30,000	31,940
5165	CLA-Part time	8,000	0	0	0
5440	Supp-Instructional	6,000	4,000	3,000	3,387
5462	Supp-Other	160	400	400	473
5463	Supp-Testing	3,750	0	0	2,375
5502	Dues & Subscriptions	0	0	0	1,303
5570	Printing&Reproduction	0	0	50	0
Dept 1316-Medical As Totals		<u>224,996</u>	<u>161,486</u>	<u>159,989</u>	<u>119,231</u>

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Department: 1313-Pharmacy Tech					
5100	FAC-Full time	66,274	66,274	64,797	66,274
5102	FAC-Stipends	4,000	4,000	0	2,600
5105	FAC-Part time	3,780	3,780	3,780	5,912
5370	Utilities-Telephone	0	0	0	1
5440	Supp-Instructional	800	1,100	1,100	882
5462	Supp-Other	225	225	225	469
5463	Supp-Testing	0	0	0	516
5502	Dues & Subscriptions	0	0	0	3,001
5550	Postage & Delivery	0	0	0	6
5570	Printing&Reproduction	0	0	75	0
5640	Trvel Wrk Rel-Employe	0	0	0	46
Dept 1313-Pharmacy T Totals		<u>75,079</u>	<u>75,379</u>	<u>69,977</u>	<u>79,707</u>
Department: 1314-Security Acad					
5105	FAC-Part time	1,000	1,000	2,000	0
5140	PRO-Full time	0	30,073	30,075	30,134
5440	Supp-Instructional	0	250	250	250
5461	Supp-Office	0	75	75	0
5462	Supp-Other	0	100	100	0
5502	Dues & Subscriptions	0	0	0	641
5570	Printing&Reproduction	0	240	240	0
Dept 1314-Security A Totals		<u>1,000</u>	<u>31,738</u>	<u>32,740</u>	<u>31,025</u>
Department: 1115-Supp. Inst.					
5165	CLA-Part time	0	0	38,000	0
Dept 1115-Supp. Inst Totals		<u>0</u>	<u>0</u>	<u>38,000</u>	<u>0</u>
<u>Department Group: PVA- Performing/Visual Arts</u>					
Department: 3103-Adm-Perf&Vis Arts					
5102	FAC-Stipends	8,000	8,000	8,000	8,000
5160	CLA-Full time	52,084	52,084	50,923	52,187
5370	Utilities-Telephone	0	5	0	2
5461	Supp-Office	465	465	450	499
5550	Postage & Delivery	0	45	40	68
5570	Printing&Reproduction	0	0	15	0
Dept 3103-Adm-Perf&V Totals		<u>60,549</u>	<u>60,599</u>	<u>59,428</u>	<u>60,756</u>
Department: 1116-Art					
5100	FAC-Full time	183,553	183,553	179,460	183,553
5103	FAC-Overload/overtime	2,400	2,400	3,480	0
5104	FAC-Summer	4,800	4,800	0	4,800
5105	FAC-Part time	14,400	14,400	26,200	1,800
5165	CLA-Part time	5,433	5,433	5,433	4,848
5320	Maint & Repair Svcs	666	666	666	834
5332	Professional Svcs-Oth	2,520	2,520	2,520	2,340
5440	Supp-Instructional	6,092	6,092	6,092	5,831
5461	Supp-Office	125	125	125	91
5462	Supp-Other	460	460	460	89
5570	Printing&Reproduction	100	100	100	0
5640	Trvel Wrk Rel-Employe	0	0	0	250
5642	COM Vehicle Use	25	25	25	0
Dept 1116-Art Totals		<u>220,574</u>	<u>220,574</u>	<u>224,561</u>	<u>204,436</u>

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Department: 2203-Art Gallery					
5140	PRO-Full time	41,232	41,232	53,750	45,920
5332	Professional Svcs-Oth	1,600	1,600	1,600	1,800
5352	Rent-Vehicles	0	0	0	282
5370	Utilities-Telephone	0	5	5	0
5461	Supp-Office	50	50	50	152
5462	Supp-Other	1,300	1,300	1,300	1,080
5514	Insurance-Other	700	700	700	700
5550	Postage & Delivery	0	1,250	1,250	457
5570	Printing&Reproduction	1,250	1,250	1,250	872
5640	Trvel Wrk Rel-Employe	0	0	0	71
Dept 2203-Art Galler Totals		<u>46,132</u>	<u>47,387</u>	<u>59,905</u>	<u>51,334</u>
Department: 1117-Music					
5100	FAC-Full time	268,010	268,010	259,910	268,010
5103	FAC-Overload/overtime	1,100	1,100	3,100	1,666
5104	FAC-Summer	4,800	4,800	4,800	4,800
5105	FAC-Part time	20,000	20,000	15,000	21,806
5165	CLA-Part time	6,000	6,000	4,000	5,160
5320	Maint & Repair Svcs	2,220	1,620	1,620	1,779
5332	Professional Svcs-Oth	3,000	3,000	3,000	2,600
5351	Rent-Facilities	0	0	0	125
5352	Rent-Vehicles	600	600	600	161
5370	Utilities-Telephone	0	10	4	4
5440	Supp-Instructional	5,000	5,000	5,250	4,456
5461	Supp-Office	240	240	240	595
5462	Supp-Other	150	150	150	0
5465	Supp-from Media Svcs	25	25	25	0
5502	Dues & Subscriptions	0	0	0	315
5550	Postage & Delivery	0	0	0	12
5570	Printing&Reproduction	1,000	1,000	1,500	724
5640	Trvel Wrk Rel-Employe	0	0	0	1,595
5641	Trvel Wrk Rel-Non-Emp	150	150	150	-16
Dept 1117-Music Totals		<u>312,295</u>	<u>311,705</u>	<u>299,349</u>	<u>313,792</u>
Department: 2204-Student Theater					
5100	FAC-Full time	44,431	44,431	39,000	45,632
5140	PRO-Full time	120,400	120,400	117,717	122,782
5160	CLA-Full time	47,625	47,625	43,890	49,704
5165	CLA-Part time	4,500	4,500	4,500	4,134
5300	Cont Svcs-Pd Cntracr	1,485	1,485	1,485	600
5320	Maint & Repair Svcs	6,750	6,750	6,750	6,997
5332	Professional Svcs-Oth	28,600	28,600	28,600	25,133
5370	Utilities-Telephone	0	0	0	3
5461	Supp-Office	300	300	300	388
5462	Supp-Other	400	400	400	344
5480	Theater-Costume Exp	10,500	10,500	10,000	9,584
5481	Theater-Oth Prod Exp	12,500	12,500	12,000	12,283
5550	Postage & Delivery	0	700	700	1,948
5570	Printing&Reproduction	4,000	4,000	4,000	3,488
5610	Royalty/License Pymts	14,400	14,400	14,400	6,514
Dept 2204-Student Th Totals		<u>295,891</u>	<u>296,591</u>	<u>283,742</u>	<u>289,534</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 1118-Theater Arts-Credit					
5100	FAC-Full time	29,621	29,621	26,000	29,620
5370	Utilities-Telephone	0	5	5	0
5440	Supp-Instructional	700	700	700	246
5461	Supp-Office	75	75	75	71
5570	Printing&Reproduction	50	50	50	0
5640	Trvel Wrk Rel-Employe	0	0	0	30
Dept 1118-Theater Ar Totals		<u>30,446</u>	<u>30,451</u>	<u>26,830</u>	<u>29,967</u>
Department Group: SAF- Safety CR					
Department: 1230-Safety-CR					
5100	FAC-Full time	119,300	119,300	116,641	119,300
5102	FAC-Stipends	2,000	2,000	0	1,000
5104	FAC-Summer	0	0	0	3,870
5105	FAC-Part time	26,000	26,000	26,000	13,680
5160	CLA-Full time	39,919	39,919	37,892	41,661
5440	Supp-Instructional	2,000	2,000	2,000	1,878
5461	Supp-Office	680	680	680	653
5570	Printing&Reproduction	150	300	300	150
5622	Special Proj & Svcs	350	350	350	334
Dept 1230-Safety-CR Totals		<u>190,399</u>	<u>190,549</u>	<u>183,863</u>	<u>182,526</u>
Department Group: SOC- Social & Behavioral Science					
Department: 3106-Adm-Soc Sci					
5102	FAC-Stipends	8,000	8,000	8,000	8,000
5160	CLA-Full time	43,583	43,583	42,611	44,340
5370	Utilities-Telephone	0	20	20	8
5440	Supp-Instructional	1,495	1,495	1,495	1,678
5461	Supp-Office	9,465	9,465	9,565	9,625
5465	Supp-from Media Svcs	100	100	100	0
5550	Postage & Delivery	0	50	50	0
5570	Printing&Reproduction	350	350	350	93
Dept 3106-Adm-Soc Sc Totals		<u>62,993</u>	<u>63,063</u>	<u>62,191</u>	<u>63,744</u>
Department: 1124-Economics					
5100	FAC-Full time	126,721	126,721	123,896	126,721
5103	FAC-Overload/overtime	2,490	2,490	5,000	2,310
5104	FAC-Summer	4,800	4,800	4,440	4,800
5105	FAC-Part time	14,400	14,400	10,000	10,800
5640	Trvel Wrk Rel-Employe	0	0	0	1,836
Dept 1124-Economics Totals		<u>148,411</u>	<u>148,411</u>	<u>143,336</u>	<u>146,467</u>
Department: 1125-Foreign Lang					
5100	FAC-Full time	57,168	57,168	55,894	57,168
5103	FAC-Overload/overtime	5,560	5,560	5,560	0
5104	FAC-Summer	11,520	11,520	6,400	7,920
5105	FAC-Part time	1,800	1,800	1,800	0
Dept 1125-Foreign La Totals		<u>76,048</u>	<u>76,048</u>	<u>69,654</u>	<u>65,088</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 1126-Government					
5100	FAC-Full time	273,319	273,319	267,227	273,319
5103	FAC-Overload/overtime	10,830	10,830	15,000	6,807
5104	FAC-Summer	22,320	22,320	20,160	22,320
5105	FAC-Part time	19,800	19,800	16,000	23,640
5640	Trvel Wrk Rel-Employe	0	0	0	3,901
	Dept 1126-Government Totals	<u>326,269</u>	<u>326,269</u>	<u>318,387</u>	<u>329,987</u>
Department: 1127-Hist&Geog					
5100	FAC-Full time	134,537	160,075	149,386	160,075
5103	FAC-Overload/overtime	10,830	10,830	11,500	6,570
5104	FAC-Summer	2,160	2,160	14,000	2,160
5105	FAC-Part time	47,700	47,700	51,800	73,140
5300	Cont Svcs-Pd Cntrctr	29,200	29,200	26,550	29,200
5370	Utilities-Telephone	0	0	0	2
5640	Trvel Wrk Rel-Employe	0	0	0	2,724
	Dept 1127-Hist&Geog Totals	<u>224,427</u>	<u>249,965</u>	<u>253,236</u>	<u>273,871</u>
Department: 1129-Psychology					
5100	FAC-Full time	257,892	257,892	252,144	257,892
5103	FAC-Overload/overtime	14,595	14,595	24,550	9,564
5104	FAC-Summer	28,080	28,080	23,880	28,080
5105	FAC-Part time	54,000	54,000	35,000	56,434
5300	Cont Svcs-Pd Cntrctr	7,200	7,200	6,480	7,200
5640	Trvel Wrk Rel-Employe	0	0	0	4,038
	Dept 1129-Psychology Totals	<u>361,767</u>	<u>361,767</u>	<u>342,054</u>	<u>363,208</u>
Department: 1109-Social Science Non CR					
5100	FAC-Full time	21,555	0	0	0
	Dept 1109-Social Sci Totals	<u>21,555</u>	<u>0</u>	<u>0</u>	<u>0</u>
Department: 1130-Sociology					
5100	FAC-Full time	50,793	50,793	49,661	50,793
5103	FAC-Overload/overtime	4,170	4,170	6,290	4,587
5104	FAC-Summer	8,640	8,640	8,640	6,480
5105	FAC-Part time	16,200	16,200	20,000	13,680
5640	Trvel Wrk Rel-Employe	0	0	0	858
	Dept 1130-Sociology Totals	<u>79,803</u>	<u>79,803</u>	<u>84,591</u>	<u>76,398</u>
Department Group: VPI- VP Instruction					
Department: 1090-Child Development-NCR					
5105	FAC-Part time	6,000	0	0	0
5440	Supp-Instructional	200	0	0	0
5461	Supp-Office	75	0	0	0
5462	Supp-Other	100	0	0	0
5570	Printing&Reproduction	50	0	0	0
5642	COM Vehicle Use	50	0	0	0
	Dept 1090-Child Deve Totals	<u>6,475</u>	<u>0</u>	<u>0</u>	<u>0</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 5137-QEP					
5102	FAC-Stipends	5,820	5,820	5,820	5,820
5105	FAC-Part time	7,200	7,200	10,800	0
5140	PRO-Full time	92,571	92,571	95,924	94,447
5145	PRO-Part time	87,500	27,500	20,000	35,080
5165	CLA-Part time	16,000	16,000	24,700	15,500
5410	Supp-Childcare Food	700	1,500	700	1,208
5421	Supp-Cmp Softwr<\$5000	755	25,755	24,310	24,315
5460	Supp-from Media Svcs	0	200	600	110
5461	Supp-Office	700	500	1,000	480
5462	Supp-Other	250	600	700	840
5570	Printing&Reproduction	250	500	1,000	34
5600	Publ Relations&Advert	1,500	3,000	3,000	1,322
5640	Trvel Wrk Rel-Employe	0	0	0	2,136
Dept 5137-QEP Totals		<u>213,246</u>	<u>181,146</u>	<u>188,554</u>	<u>181,292</u>
Department: 5149-VP Instruction					
5102	FAC-Stipends	0	400	0	0
5105	FAC-Part time	210,275	30,275	0	0
5120	ADM-Full time	122,191	122,191	119,467	140,519
5160	CLA-Full time	53,511	53,511	52,318	55,846
5332	Professional Svcs-Oth	0	0	0	10,000
5352	Rent-Vehicles	0	0	0	314
5370	Utilities-Telephone	0	465	465	468
5410	Supp-Childcare Food	400	0	0	0
5440	Supp-Instructional	0	6,000	0	0
5461	Supp-Office	700	700	700	506
5462	Supp-Other	6,400	7,200	9,800	3,209
5502	Dues & Subscriptions	0	0	0	8,322
5550	Postage & Delivery	0	125	125	167
5570	Printing&Reproduction	400	650	400	136
5590	Prof Development	0	0	0	432
5595	Dues&Subscrip-Bdget Sweep A	18,000	18,000	18,000	0
5622	Special Proj & Svcs	0	0	0	96
5639	Trvel-Budget Sweep Account	78,000	78,000	85,000	0
5640	Trvel Wrk Rel-Employe	24,000	24,000	24,000	19,642
Dept 5149-VP Instruc Totals		<u>513,877</u>	<u>341,517</u>	<u>310,275</u>	<u>239,657</u>
Dept. Lead 3000-VP Instruc Totals		<u>15,467,317</u>	<u>15,048,246</u>	<u>14,834,737</u>	<u>14,479,828</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Area: 4000-VP Student Services					
<u>Department Group: ADM- Admissions</u>					
Department: 4102-Admissions					
5120	ADM-Full time	0	0	75,182	57,709
5140	PRO-Full time	121,482	188,111	126,542	177,646
5160	CLA-Full time	165,829	201,920	285,462	205,203
5165	CLA-Part time	4,000	4,000	4,000	0
5352	Rent-Vehicles	350	350	350	164
5370	Utilities-Telephone	0	25	1,200	816
5461	Supp-Office	2,800	5,250	5,250	3,176
5462	Supp-Other	920	920	920	108
5502	Dues & Subscriptions	0	0	0	400
5550	Postage & Delivery	0	4,000	4,000	1,858
5570	Printing&Reproduction	4,000	4,000	4,000	3,917
5622	Special Proj & Svcs	1,500	1,500	1,500	347
5640	Trvel Wrk Rel-Employe	0	0	0	3,904
Dept 4102-Admissions Totals		<u>300,881</u>	<u>410,076</u>	<u>508,406</u>	<u>455,248</u>
Department: 4124-Student Graduation					
5332	Professional Svcs-Oth	0	2,500	2,500	0
5350	Rent-Equip & Other	4,250	4,250	4,250	2,205
5351	Rent-Facilities	10,700	10,500	10,500	10,776
5461	Supp-Office	250	250	250	111
5462	Supp-Other	16,300	9,900	13,000	14,138
5550	Postage & Delivery	0	1,500	1,500	2,089
5570	Printing&Reproduction	5,000	6,000	6,000	4,183
Dept 4124-Student Gr Totals		<u>36,500</u>	<u>34,900</u>	<u>38,000</u>	<u>33,502</u>
<u>Department Group: JUD- Judicial Affairs</u>					
Department: 4123-Judicial Affairs					
5120	ADM-Full time	89,144	89,144	79,761	86,122
5140	PRO-Full time	66,629	0	0	0
5160	CLA-Full time	42,313	0	0	0
5165	CLA-Part time	7,182	7,182	7,182	4,608
5332	Professional Svcs-Oth	5,000	5,000	5,000	5,000
5370	Utilities-Telephone	0	5	5	2
5461	Supp-Office	200	600	600	154
5502	Dues & Subscriptions	0	0	0	75
5550	Postage & Delivery	0	100	100	10
5570	Printing&Reproduction	35	35	35	17
5640	Trvel Wrk Rel-Employe	0	0	0	6,370
Dept 4123-Judicial A Totals		<u>210,503</u>	<u>102,066</u>	<u>92,683</u>	<u>102,358</u>

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		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department Group: RCT- Recruitment					
Department: 4111-Enrollment Mgmt					
5140	PRO-Full time	0	67,499	0	19,821
5160	CLA-Full time	0	42,313	39,029	40,900
5165	CLA-Part time	80,000	80,000	80,000	76,560
5370	Utilities-Telephone	0	10	10	10
5461	Supp-Office	800	1,000	1,000	1,344
5462	Supp-Other	2,800	2,800	2,800	477
5570	Printing&Reproduction	500	500	500	44
5622	Special Proj & Svcs	500	500	500	31
5640	Trvel Wrk Rel-Employe	0	0	0	1,335
	Dept 4111-Enrollment Totals	<u>84,600</u>	<u>194,622</u>	<u>123,839</u>	<u>140,522</u>
Department: 4131-Recruitment					
5140	PRO-Full time	318,921	204,571	138,611	202,521
5160	CLA-Full time	0	0	45,130	0
5162	CLA-Stipends	0	0	0	50
5352	Rent-Vehicles	0	0	0	898
5461	Supp-Office	1,290	1,290	1,290	441
5462	Supp-Other	2,700	2,700	2,700	68
5502	Dues & Subscriptions	0	0	0	110
5570	Printing&Reproduction	1,500	1,500	1,500	26
5622	Special Proj & Svcs	24,000	22,000	22,000	14,722
5640	Trvel Wrk Rel-Employe	0	0	0	4,812
	Dept 4131-Recruitmen Totals	<u>348,411</u>	<u>232,061</u>	<u>211,231</u>	<u>223,648</u>
Department Group: REC- Facilities and Student Recreatio					
Department: 4134-Facilities and Student Recreat					
5140	PRO-Full time	89,936	32,767	77,166	34,197
5160	CLA-Full time	21,701	62,468	41,440	61,377
5163	CLA-Overload/overtime	0	0	0	1,807
5165	CLA-Part time	93,000	93,000	93,000	90,119
5320	Maint & Repair Svcs	7,200	7,200	7,200	1,961
5332	Professional Svcs-Oth	7,000	7,000	7,000	840
5350	Rent-Equip & Other	0	24,816	24,816	0
5352	Rent-Vehicles	1,200	1,200	1,200	1,298
5420	Supp-Cmp Hardwr<\$5000	0	0	0	1,015
5461	Supp-Office	565	965	965	754
5462	Supp-Other	30,500	30,500	30,500	24,609
5550	Postage & Delivery	0	0	0	9
5570	Printing&Reproduction	1,175	1,175	1,175	144
5600	Publ Relations&Advert	0	0	0	300
5622	Special Proj & Svcs	0	0	0	42
5640	Trvel Wrk Rel-Employe	0	0	0	28
5642	COM Vehicle Use	500	500	500	10
	Dept 4134-Facilities Totals	<u>252,777</u>	<u>261,591</u>	<u>284,962</u>	<u>218,510</u>

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Department Group: SFS- Student Financial Services					
Department: 4113-Stu Financial Svcs					
5140	PRO-Full time	295,515	295,515	285,295	308,514
5165	CLA-Part time	23,275	24,500	24,500	21,840
5181	CWS-Fed-25% Loc Match	0	0	0	9
5183	CWS-St-25% Loc Match	5,862	5,862	5,862	0
5185	Stu Worker-100% Local	94,138	94,138	94,138	69,916
5332	Professional Svcs-Oth	8,000	9,600	9,600	5,558
5370	Utilities-Telephone	0	20	20	41
5461	Supp-Office	800	1,000	1,000	1,240
5462	Supp-Other	0	0	0	207
5502	Dues & Subscriptions	0	0	0	200
5550	Postage & Delivery	0	1,000	1,000	135
5570	Printing&Reproduction	1,000	1,000	1,000	729
5640	Trvel Wrk Rel-Employe	0	0	0	2,791
Dept 4113-Stu Financ Totals		<u>428,590</u>	<u>432,635</u>	<u>422,415</u>	<u>411,180</u>
Department: 4137-Veteran Affairs					
5140	PRO-Full time	62,034	62,034	60,651	59,572
5145	PRO-Part time	37,240	37,240	37,240	23,195
5165	CLA-Part time	11,638	11,638	0	4,610
5185	Stu Worker-100% Local	1,400	1,400	1,400	964
5370	Utilities-Telephone	0	25	25	0
5461	Supp-Office	1,000	1,000	1,000	1,338
5502	Dues & Subscriptions	0	0	0	100
5550	Postage & Delivery	0	500	500	25
5570	Printing&Reproduction	2,500	2,500	2,500	218
5600	Publ Relations&Advert	0	0	0	680
5640	Trvel Wrk Rel-Employe	0	0	0	2,965
Dept 4137-Veteran Af Totals		<u>115,812</u>	<u>116,337</u>	<u>103,316</u>	<u>93,667</u>
Department Group: SLT- Student Life					
Department: 4115-Stu Organizations					
5140	PRO-Full time	32,767	32,767	32,036	34,197
5160	CLA-Full time	20,083	20,083	0	13,364
5163	CLA-Overload/overtime	0	0	0	670
5370	Utilities-Telephone	0	5	5	0
5461	Supp-Office	300	300	300	261
5462	Supp-Other	50	50	50	140
5550	Postage & Delivery	0	5	5	8
5570	Printing&Reproduction	300	300	300	33
5622	Special Proj & Svcs	0	0	0	6,613
5630	Stu Develop & Events	30,295	26,000	26,000	14,265
5640	Trvel Wrk Rel-Employe	0	0	0	333
Dept 4115-Stu Organi Totals		<u>83,795</u>	<u>79,510</u>	<u>58,696</u>	<u>69,884</u>

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Department Group: SSC- Student Success Center					
Department: 4103-Advise Center					
5140	PRO-Full time	299,663	248,468	196,118	233,688
5145	PRO-Part time	6,500	6,500	6,500	1,450
5165	CLA-Part time	17,100	17,100	17,100	10,523
5332	Professional Svcs-Oth	0	4,246	4,246	4,246
5352	Rent-Vehicles	0	0	0	117
5370	Utilities-Telephone	0	5	5	2
5430	Supp-Furn&Equip<\$5000	0	0	0	634
5461	Supp-Office	700	1,200	1,200	1,107
5462	Supp-Other	0	0	0	39
5502	Dues & Subscriptions	0	0	0	135
5550	Postage & Delivery	0	120	120	6
5570	Printing&Reproduction	700	700	700	336
5630	Stu Develop & Events	0	3,295	3,295	2,995
5640	Trvel Wrk Rel-Employe	0	0	0	4,906
Dept 4103-Advise Cen Totals		<u>324,663</u>	<u>281,634</u>	<u>229,284</u>	<u>260,184</u>
Department: 4104-Career Svcs					
5461	Supp-Office	50	50	50	0
5462	Supp-Other	365	365	365	347
5502	Dues & Subscriptions	0	0	0	950
5550	Postage & Delivery	0	20	20	0
5570	Printing&Reproduction	300	300	300	212
Dept 4104-Career Svc Totals		<u>715</u>	<u>735</u>	<u>735</u>	<u>1,509</u>
Department: 4128-Counseling					
5140	PRO-Full time	39,125	39,125	38,253	39,202
5160	CLA-Full time	21,211	21,211	20,738	21,253
5370	Utilities-Telephone	0	0	1	12
5461	Supp-Office	215	415	415	413
5550	Postage & Delivery	0	10	10	28
5570	Printing&Reproduction	50	50	50	23
Dept 4128-Counseling Totals		<u>60,601</u>	<u>60,811</u>	<u>59,467</u>	<u>60,931</u>
Department: 4119-Svcs-Disab Students					
5140	PRO-Full time	39,125	39,125	38,253	39,202
5160	CLA-Full time	21,211	21,211	20,738	21,253
5332	Professional Svcs-Oth	0	32,774	32,774	832
5370	Utilities-Telephone	0	5	5	0
5461	Supp-Office	150	150	150	100
5462	Supp-Other	25	25	25	0
5502	Dues & Subscriptions	0	0	0	70
5550	Postage & Delivery	0	5	5	0
5570	Printing&Reproduction	25	25	25	47
5640	Trvel Wrk Rel-Employe	0	0	0	505
Dept 4119-Svcs-Disab Totals		<u>60,536</u>	<u>93,320</u>	<u>91,975</u>	<u>62,009</u>

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2017-18 Budget
Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
<u>Department Group: TI5-Title V Grant</u>					
Department: 4139-Title V Grant					
5140	PRO-Full time	32,076	57,557	0	0
5160	CLA-Full time	23,860	16,293	0	0
5370	Utilities-Telephone	0	30	0	0
5461	Supp-Office	300	500	0	689
5550	Postage & Delivery	0	50	0	0
Dept 4139-Title V Gr Totals		<u>56,236</u>	<u>74,430</u>	<u>0</u>	<u>689</u>
<u>Department Group: TST- Testing</u>					
Department: 4136-Testing					
5140	PRO-Full time	96,760	96,760	94,603	100,983
5160	CLA-Full time	73,671	73,671	72,781	73,817
5165	CLA-Part time	15,000	15,000	15,000	11,813
5370	Utilities-Telephone	0	30	30	39
5461	Supp-Office	1,200	1,500	1,500	1,017
5463	Supp-Testing	27,300	27,000	27,000	25,331
5502	Dues & Subscriptions	0	0	0	30
5550	Postage & Delivery	0	300	300	4
5570	Printing&Reproduction	1,200	1,200	1,200	149
5640	Trvel Wrk Rel-Employe	0	0	0	1,399
Dept 4136-Testing Totals		<u>215,131</u>	<u>215,461</u>	<u>212,414</u>	<u>214,582</u>
<u>Department Group: VPS- VP Student Services</u>					
Department: 5150-VP Student Services					
5120	ADM-Full time	111,822	111,822	109,329	114,624
5160	CLA-Full time	53,511	53,511	52,318	55,846
5162	CLA-Stipends	0	0	0	1,929
5332	Professional Svcs-Oth	5,750	750	750	12,611
5352	Rent-Vehicles	100	100	100	188
5370	Utilities-Telephone	0	466	466	474
5430	Supp-Furn&Equip<\$5000	0	0	0	393
5461	Supp-Office	500	500	500	1,662
5462	Supp-Other	0	0	0	88
5502	Dues & Subscriptions	4,600	2,100	2,100	4,570
5550	Postage & Delivery	0	10	10	27
5570	Printing&Reproduction	150	150	150	630
5590	Prof Development	600	600	600	1,795
5595	Dues&Subscrip-Bdget Sweep A	4,000	4,000	4,000	0
5600	Publ Relations&Advert	0	0	0	100
5622	Special Proj & Svcs	2,820	2,820	3,400	2,520
5639	Trvel-Budget Sweep Account	31,000	19,000	19,000	0
5640	Trvel Wrk Rel-Employe	13,316	3,000	3,000	7,595
5640	Trvel Wrk Rel-Employe	0	0	0	-251
Dept 5150-VP Student Totals		<u>228,169</u>	<u>198,829</u>	<u>195,723</u>	<u>204,801</u>
Dept. Lead 4000-VP Student Totals		<u>2,807,920</u>	<u>2,789,018</u>	<u>2,633,146</u>	<u>2,553,224</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Area: 5000-VP Fiscal Affairs					
<u>Department Group: CT-Custodial Services</u>					
Department: 6106-Custodial Svcs					
5160	CLA-Full time	172,252	172,252	167,611	179,770
5163	CLA-Overload/overtime	0	0	0	5,881
5165	CLA-Part time	68,220	68,220	68,220	38,299
5300	Cont Svcs-Pd Cntrctr	0	0	0	107,633
5320	Maint & Repair Svcs	1,800	1,800	1,800	0
5370	Utilities-Telephone	0	0	0	7
5450	Supp-Maintenance	72,000	72,000	72,000	85,145
5461	Supp-Office	0	300	300	0
5462	Supp-Other	650	650	650	0
Dept 6106-Custodial Totals		<u>314,922</u>	<u>315,222</u>	<u>310,581</u>	<u>416,735</u>
<u>Department Group: FIN- Financial Services</u>					
Department: 4999-Benefit Allocation					
5298	Retirement Incentive	0	0	0	495,688
5299		0	0	0	1,939,113
5299		0	0	0	96,304
5299		0	0	0	733,635
5299		0	0	0	858,057
5299		0	0	0	193,527
Dept 4999-Benefit Al Totals		<u>0</u>	<u>0</u>	<u>0</u>	<u>4,316,324</u>
Department: 5112-Financial Svcs					
5120	ADM-Full time	102,836	102,836	100,544	103,039
5140	PRO-Full time	192,842	192,842	188,318	191,028
5160	CLA-Full time	357,470	357,470	346,863	361,504
5163	CLA-Overload/overtime	2,400	3,000	5,000	1,373
5165	CLA-Part time	24,000	25,000	35,000	32,676
5300	Cont Svcs-Pd Cntrctr	0	0	4,500	0
5320	Maint & Repair Svcs	247	247	247	217
5350	Rent-Equip & Other	0	1,500	1,500	1,407
5370	Utilities-Telephone	0	500	500	467
5420	Supp-Cmp Hardwr<\$5000	0	0	1,500	0
5430	Supp-Furn&Equip<\$5000	0	0	1,500	0
5461	Supp-Office	1,000	4,000	5,250	2,812
5462	Supp-Other	0	400	400	240
5501	Bank Fees-Misc	3,600	9,000	25,000	4,594
5502	Dues & Subscriptions	12,800	13,000	0	12,155
5550	Postage & Delivery	0	4,000	4,000	3,162
5570	Printing&Reproduction	1,000	500	500	746
5590	Prof Development	0	0	0	581
5640	Trvel Wrk Rel-Employe	0	0	0	681
Dept 5112-Financial Totals		<u>698,195</u>	<u>714,295</u>	<u>720,622</u>	<u>716,682</u>
Department: 9102-Salary Savings					
5190	Vacnt Psitions	-750,000	-1,018,811	-587,719	0
Dept 9102-Salary Sav Totals		<u>-750,000</u>	<u>-1,018,811</u>	<u>-587,719</u>	<u>0</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 9101-Staff Benefits					
5199	Proposed Salary Increase	633,000	257,000	375,089	0
5220	Emp Ben LOC-Health	2,781,492	2,692,049	2,552,650	0
5221	Emp Ben LOC-Dental	68,693	68,693	68,693	0
5222	Emp Ben LOC-Disab	91,625	91,625	91,625	0
5223	Emp Ben LOC-Life	138,264	138,264	138,264	0
5245	Emp Ben LOC-ORP	145,013	145,013	145,013	0
5246	Emp Ben LOC-TRS	445,637	445,637	445,637	0
5261	Emp Ben LOC-Medicare	248,258	248,258	248,258	0
5263	Emp Ben LOC-Wrk Comp	134,507	134,507	134,507	0
5264	Emp Ben LOC-Unempl	50,524	50,524	50,524	0
5265	Emp Ben LOC-Acad Reg	970	970	970	0
5298	Retirement Incentive	419,105	419,105	589,226	0
Dept 9101-Staff Bene Totals		<u>5,157,088</u>	<u>4,691,645</u>	<u>4,840,456</u>	<u>0</u>
Department: 5111-Tax Admin					
5340	Prop Tax Apprais Fees	183,631	178,277	178,277	170,413
5341	Prop Tax Collect Fees	55,000	55,000	25,686	43,165
Dept 5111-Tax Admin Totals		<u>238,631</u>	<u>233,277</u>	<u>203,963</u>	<u>213,578</u>
Department Group: FST- Facility Services					
Department: 6101-Facilities					
5140	PRO-Full time	136,488	136,488	92,996	121,243
5160	CLA-Full time	224,974	224,974	221,726	224,449
5163	CLA-Overload/overtime	10,000	0	0	7,383
5165	CLA-Part time	10,000	10,000	28,664	14,444
5300	Cont Svcs-Pd Cntrctr	1,019,496	863,511	772,936	743,709
5320	Maint & Repair Svcs	10,000	15,985	37,613	18,645
5332	Professional Svcs-Oth	15,000	15,000	82,000	25,825
5350	Rent-Equip & Other	5,000	0	0	5,748
5351	Rent-Facilities	588,395	544,195	411,020	438,879
5370	Utilities-Telephone	0	4,655	4,480	2,319
5430	Supp-Furn&Equip<\$5000	0	0	0	4,311
5450	Supp-Maintenance	95,000	95,000	95,000	58,179
5461	Supp-Office	500	670	620	881
5462	Supp-Other	8,950	8,950	8,600	2,564
5502	Dues & Subscriptions	0	0	0	235
5510	Insuran-Bldg Contents	599,592	599,592	599,592	638,766
5511	Insurance-Flood	52,000	52,000	72,000	43,994
5514	Insurance-Other	4,000	4,000	4,000	2,747
5550	Postage & Delivery	0	90	80	32
5570	Printing&Reproduction	1,782	1,782	1,662	1,338
Dept 6101-Facilities Totals		<u>2,781,177</u>	<u>2,576,892</u>	<u>2,432,989</u>	<u>2,355,691</u>
Department: 6103-Utilities					
5380	Utilities-Electricity	432,000	432,000	525,000	579,529
5381	Utilities-Natural Gas	60,000	60,000	63,000	36,092
5382	Utilities-Water&Sewer	33,000	33,000	33,000	27,781
Dept 6103-Utilities Totals		<u>525,000</u>	<u>525,000</u>	<u>621,000</u>	<u>643,402</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 5125-Vehicle Operations					
5160	CLA-Full time	43,583	43,583	41,370	45,485
5300	Cont Svcs-Pd Cntractr	2,700	2,700	2,700	2,186
5320	Maint & Repair Svcs	270	270	270	625
5450	Supp-Maintenance	34,000	38,000	38,000	26,463
5513	Insurance-Vehicles	12,000	12,000	23,000	11,087
5648	COM Vehicle Use - Chargeback	0	-4,000	-4,000	0
Dept 5125-Vehicle Op Totals		<u>92,553</u>	<u>92,553</u>	<u>101,340</u>	<u>85,846</u>
Department Group: GRO- Grounds					
Department: 6105-Grounds					
5160	CLA-Full time	82,792	82,792	80,947	86,488
5165	CLA-Part time	15,000	15,000	15,000	0
5300	Cont Svcs-Pd Cntractr	43,118	43,118	43,118	77,005
5320	Maint & Repair Svcs	373	373	336	0
5450	Supp-Maintenance	20,000	20,000	20,000	16,394
Dept 6105-Grounds Totals		<u>161,283</u>	<u>161,283</u>	<u>159,401</u>	<u>179,887</u>
Department Group: HRT- Human Resources					
Department: 5113-Human Resources					
5120	ADM-Full time	0	0	0	-4,227
5140	PRO-Full time	239,593	239,593	232,898	239,544
5142	PRO-Stipends	0	0	0	9,692
5160	CLA-Full time	75,574	75,574	73,889	72,988
5163	CLA-Overload/overtime	0	0	0	615
5165	CLA-Part time	0	0	2,500	10,234
5305	Cont Svcs-Pd Tmp Agncy	0	0	0	240
5320	Maint & Repair Svcs	47,323	42,765	38,520	42,766
5332	Professional Svcs-Oth	27,795	22,075	22,075	33,688
5352	Rent-Vehicles	0	0	0	123
5370	Utilities-Telephone	0	400	0	499
5461	Supp-Office	2,100	2,100	2,100	1,354
5462	Supp-Other	2,200	2,200	2,100	3,217
5502	Dues & Subscriptions	0	0	0	3,094
5550	Postage & Delivery	0	150	150	178
5570	Printing&Reproduction	800	800	415	1,556
5591	Prof Develop-PDA-Adm	0	0	0	1,634
5600	Publ Relations&Advert	16,050	16,050	28,000	3,474
5622	Special Proj & Svcs	12,500	12,500	13,572	14,207
5640	Trvel Wrk Rel-Employe	0	14,000	0	11,700
5656	Trvel Wrk Rel-Interview	2,000	2,000	2,500	1,000
Dept 5113-Human Reso Totals		<u>425,935</u>	<u>430,207</u>	<u>418,719</u>	<u>447,576</u>
Department Group: PUR- Purchasing					
Department: 5128-Cntrl Mail Deliv					
5160	CLA-Full time	62,369	62,369	22,530	45,537
5165	CLA-Part time	500	500	500	0
5320	Maint & Repair Svcs	1,300	1,300	1,170	0
5461	Supp-Office	200	500	500	465
5550	Postage & Delivery	21,416	10	10	1
5551	Cent Post-Postag&Supp	0	50,000	50,000	19,508
5552	Cent Post-Alloc-Depts	0	-50,000	-50,000	-14,126
Dept 5128-Cntrl Mail Totals		<u>85,785</u>	<u>64,679</u>	<u>24,710</u>	<u>51,385</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 5123-Purchasing					
5140	PRO-Full time	138,970	138,970	135,872	109,392
5160	CLA-Full time	0	0	22,905	43,177
5165	CLA-Part time	3,650	3,650	3,650	100
5332	Professional Svcs-Oth	2,500	2,500	2,500	0
5350	Rent-Equip & Other	0	115,000	85,000	79,987
5370	Utilities-Telephone	0	30	30	21
5461	Supp-Office	500	1,000	1,000	725
5502	Dues & Subscriptions	0	0	0	920
5550	Postage & Delivery	0	100	100	19
5600	Publ Relations&Advert	1,500	1,500	1,500	760
5640	Trvel Wrk Rel-Employe	0	0	0	1,116
Dept 5123-Purchasing Totals		<u>147,120</u>	<u>262,750</u>	<u>252,557</u>	<u>236,217</u>
Department Group: VPF- VP College & Financial Services					
Department: 5141-Emergency Management					
5461	Supp-Office	0	0	0	166
Dept 5141-Emergency Totals		<u>0</u>	<u>0</u>	<u>0</u>	<u>166</u>
Department: 5140-Energy Management					
5140	PRO-Full time	0	0	30,338	12,929
5320	Maint & Repair Svcs	0	0	5,985	2,593
5332	Professional Svcs-Oth	0	0	120,360	120,360
5462	Supp-Other	0	0	50	0
5570	Printing&Reproduction	0	0	100	0
Dept 5140-Energy Man Totals		<u>0</u>	<u>0</u>	<u>156,833</u>	<u>135,882</u>
Department: 5109-Records Mgmt					
5300	Cont Svcs-Pd Cntrctr	18,000	18,000	18,000	11,155
5351	Rent-Facilities	2,952	2,952	2,952	3,212
Dept 5109-Records Mg Totals		<u>20,952</u>	<u>20,952</u>	<u>20,952</u>	<u>14,367</u>
Department: 5110-Safety Mgmt					
5140	PRO-Full time	0	0	10,113	4,310
5370	Utilities-Telephone	0	0	175	406
5461	Supp-Office	0	0	50	0
5462	Supp-Other	0	0	300	0
5502	Dues & Subscriptions	0	0	0	2,098
5550	Postage & Delivery	0	0	10	8
5570	Printing&Reproduction	0	0	20	0
Dept 5110-Safety Mgm Totals		<u>0</u>	<u>0</u>	<u>10,668</u>	<u>6,822</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
Department: 5108-VP College&Fin Svcs					
5120	ADM-Full time	125,857	125,857	123,051	126,106
5160	CLA-Full time	55,116	55,116	53,887	57,522
5370	Utilities-Telephone	0	1,181	1,181	967
5461	Supp-Office	300	300	300	319
5462	Supp-Other	150	150	150	86
5502	Dues & Subscriptions	200	200	200	824
5550	Postage & Delivery	0	100	100	13
5570	Printing&Reproduction	1,000	1,000	1,000	761
5590	Prof Development	500	500	500	0
5595	Dues&Subscrip-Bdget Sweep A	8,500	8,500	15,500	0
5639	Trvel-Budget Sweep Account	32,000	18,000	23,725	0
5640	Trvel Wrk Rel-Employe	6,200	6,200	6,200	4,908
Dept 5108-VP College Totals		<u>229,823</u>	<u>217,104</u>	<u>225,794</u>	<u>191,506</u>
Dept. Lead 5000-VP Fiscal Totals		<u>10,128,464</u>	<u>9,287,048</u>	<u>9,912,866</u>	<u>10,012,066</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

2017-18 Budget 2016-17 Budget 2015-16 Budget 2015-16 Actual

Area: 6000-VP Institutional Advancement

Department Group: FNT- COM Foundation Dept

Department: 5145-COM Foundation Dept

5160	CLA-Full time	52,040	52,040	50,880	54,311
5320	Maint & Repair Svcs	11,019	7,519	7,519	10,149
5370	Utilities-Telephone	0	5	5	49
5461	Supp-Office	400	1,000	1,000	965
5462	Supp-Other	0	0	0	909
5550	Postage & Delivery	0	1,000	1,000	264
5570	Printing&Reproduction	3,200	3,200	3,200	1,704
5622	Special Proj & Svcs	20,000	20,000	20,000	16,828
5640	Trvel Wrk Rel-Employe	0	0	0	52
Dept 5145-COM Founda Totals		<u>86,659</u>	<u>84,764</u>	<u>83,604</u>	<u>85,231</u>

Department Group: MRK- Marketing and Communications

Department: 5146-Marketing and Communications

5140	PRO-Full time	223,732	223,732	215,471	242,747
5145	PRO-Part time	0	0	18,482	15,535
5160	CLA-Full time	37,658	37,658	35,747	39,374
5165	CLA-Part time	0	0	0	509
5300	Cont Svcs-Pd Cntrctr	9,580	9,580	28,080	1,613
5352	Rent-Vehicles	0	0	75	0
5370	Utilities-Telephone	0	1,000	1,000	377
5461	Supp-Office	400	1,000	1,000	222
5462	Supp-Other	16,200	16,200	16,200	13,962
5502	Dues & Subscriptions	0	0	0	4,418
5550	Postage & Delivery	0	600	600	362
5570	Printing&Reproduction	9,000	9,000	12,000	4,660
5600	Publ Relations&Advert	210,700	210,700	222,700	209,903
5622	Special Proj & Svcs	0	0	0	53,787
5640	Trvel Wrk Rel-Employe	0	0	0	2,616
Dept 5146-Marketing Totals		<u>507,270</u>	<u>509,470</u>	<u>551,355</u>	<u>590,085</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

		2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
<u>Department Group: VPA- VP for Institutional Advancement</u>					
Department: 5142-VP Institutional Advancement					
5120	ADM-Full time	115,176	115,176	112,609	114,051
5140	PRO-Full time	113,792	113,792	109,492	178,078
5160	CLA-Full time	101,470	101,470	52,318	87,130
5165	CLA-Part time	0	0	11,400	0
5352	Rent-Vehicles	0	0	173	0
5370	Utilities-Telephone	0	475	475	489
5430	Supp-Furn&Equip<\$5000	0	0	4,043	2,861
5461	Supp-Office	900	1,475	1,475	1,188
5462	Supp-Other	2,125	2,125	4,125	2,153
5502	Dues & Subscriptions	2,300	2,300	2,300	2,737
5550	Postage & Delivery	0	1,500	1,500	1,144
5570	Printing&Reproduction	3,500	3,500	4,500	452
5595	Dues&Subscrip-Bdget Sweep A	10,000	10,000	10,000	0
5600	Publ Relations&Advert	0	0	0	635
5622	Special Proj & Svcs	10,575	10,000	30,823	10,728
5639	Trvel-Budget Sweep Account	15,000	15,000	15,000	0
5640	Trvel Wrk Rel-Employe	4,500	4,500	4,500	14,989
Dept 5142-VP Institu Totals		<u>379,338</u>	<u>381,313</u>	<u>364,733</u>	<u>416,635</u>
Dept. Lead 6000-VP Institu Totals		<u>973,267</u>	<u>975,547</u>	<u>999,692</u>	<u>1,091,951</u>

College of the Mainland
2017-18 Budget
Budget Information by Department Detail

	2017-18 Budget	2016-17 Budget	2015-16 Budget	2015-16 Actual
<u>Totals:</u>	<u>32,800,001</u>	<u>31,370,681</u>	<u>31,900,000</u>	<u>31,698,302</u>

**College of the Mainland
2017-18 Budget
Budgeted Lease Payments**

Property Location	College Use	Lease Amount
150 Parker Court, League City	Dual Credit	83,824.95
200 Parker Court, League City	Allied Health	140,959.33
320 Delany Road, La Marque	Gulf Coast Safety	116,446.96
Gulfway Plaza, La Marque	Cosmetology	88,674.04
Gulfway Plaza, La Marque	Lifelong Learning Center	130,489.72
Odyssey, League City East	Dual Credit	28,000.00
Fire Tech Program	Fire Tech	9,900.00
Abundant Life Christian Center	Graduation	10,700.00
Great Value Storage	Excess Storage	<u>2,952.00</u>
Total		611,947.00

**College of the Mainland
2017-18 Budget
Restricted Revenues**

Restricted Funds Definition

Restricted funds include resources in which the College is legally or contractually obligated to spend resources in accordance with restrictions imposed by external third parties.

Grant Funded Operations – Restricted Revenues (Funds 31, 32, 33, or 34)

Revenues received from another government such as the state or federal government or private sources, are usually externally restricted to a specific purpose. The Pell Grant program is one of the College's federal grant. A grant may provide an indirect cost recovery fee paid by grants and contracts to cover general and administrative services.

Federal Student Financial Aid– Restricted Revenues (Fund 31)

Financial aid from the federal government to help students pay for education expenses at the College. Pell Grants, loans and work-study are types of federal student aid. Students must complete the Free Application for Federal Student Aid (FAFSA) to apply for this aid.

State Employee Health Insurance Supplement– Restricted Revenues (Fund 55)

The State of Texas subsidizes the cost of annual premiums for health insurance benefits. The State's contribution per full-time employee generally ranges from \$577 to \$1,128 per month depending upon coverage elected by the employee for the year. The State only subsidizes employees with certain job duties and excludes grounds and custodial employees.

College of the Mainland 2017-18 Budget Travel Philosophy

Student Services Travel

Student Services travel ensures continuous improvement in Student Affairs governance and compliance with state and federal regulatory agencies, professional development and training, and professional networking at various local, state, and national conferences and professional organizations.

Instruction Travel

Travel funded for Instruction falls into two categories: (1) travel funded by the Professional Development Academy and (2) travel funded from the VPI budget in support of activities related to the mission, vision, and values of the College.

The Professional Development Academy

Process for Allocating Funds: The Professional Development Academy (PDA) funds professional development activities for faculty and instructional staff. Faculty members and staff members complete a Professional Development Plan at the beginning of the academic year, in conjunction with their Department Chair/supervisor. All activities funded through the PDA must relate to one of the professional development goals on the Professional Development Plan, which in turn must support the strategic goals of the College.

While not all professional development involves travel, much of the discipline-specific development experiences do.

Purposes of Faculty Professional Development: Among the many reasons that faculty professional development (often involving travel) is vital to instructional effectiveness are the following:

- Faculty are ethically obligated to stay current in their fields to continue to maintain expertise in their teaching disciplines.
- Some faculty and instructional staff serve on regional, statewide, and national professional organization committees.
- Faculty must stay abreast of technology-enhanced teaching strategies to use technology to its maximum advantage and to learn to teach in an online environment.
- One of the criteria on which faculty are evaluated annually is the nature and extent of their professional development during the preceding academic year.

Travel by faculty or instructional staff related to the mission, vision, and values of the College, but not necessarily to an individual's professional development goals, is funded via the VPI travel funds. In addition, the VPI, as liaison to the Texas Higher Education Coordinating Board (THECB), and as accreditation liaison to SACSCOC, must travel to meetings hosted by THECB and SACSCOC or related to key accreditation requirements (such as institutional effectiveness). Travel funded via these funds directly supports activities pertinent to staying abreast of key College processes and requirements.

**College of the Mainland
2017-18 Budget
Renewal and Replacement Funds (Fund 52)**

Qualifying Purchases

Qualifying purchases are typically items with over one year in life. These purchases must follow purchasing procedures. Qualifying items include, but are not limited to:

- Monthly payments on revenue bonds or maintenance tax notes.
- Instructional equipment (non-consumable) with life greater than one year (no matter the cost) such as scientific lab equipment, and cosmetology equipment.
- Expenditures required to meet American with Disabilities Act. These cost typically include chairs or desk required to address an employee's medical concern.
- Cost to get a large capital expenditure up to its intended use which may include contract services and training. An example of a large capital expenditure would be expansion of Ellucian or training for new equipment or software.
- Cost for special facilities equipment and accommodations to support increased enrollment whereby the current facility is not adequate to support classroom requirements (i.e.; temporary buildings, air conditioning, generators, portable restroom units, and waste disposal).

Prohibited Cost

Prohibited costs for Fund 52 are:

- Salaries (except short-term employees necessary to get a large capital expenditure up to its intended use).
- Consumables (supplies, copies, fuel, utilities).
- Lease payments.
- Travel and consultants (except for training necessary to get a large capital expenditure up to its intended use).

College of the Mainland
2017-2018 Budget
Renewal and Replacement (Fund 52)

	Budget FY17-18	Budget FY16-17	Budget FY15-16	Actual FY15-16
Revenues				
Renewal & Replacement (Facility Fee)	825,000	798,000	850,000	843,152
<u>Total Revenue</u>	825,000	798,000	850,000	843,152
 Expenses				
Contingency Funds	100,000	106,862	850,000	905,662
SSC Request - Instruction	-	40,000		
Fiscal Affairs - Major Repairs/Equipment	200,000	75,000		
Human Resources - ADA Requests	25,000	-		
Instruction Enhancement	100,000	150,000		
Informational Technology	100,000	100,000		
Informational Technology (Leases)	-	201,138		
<u>Total Non-Operating</u>	525,000	673,000	850,000	905,662
 Amount to Fund Balance	300,000	125,000	-	(62,510)

College of the Mainland
2017-18 Budget
Auxiliary Operations (Fund 21 and Fund 22)

Auxiliary Funds

An auxiliary fund exists primarily to furnish services to students, faculty, and staff. Auxiliary funds are essentially self-supporting activities that provide non-instructional support.

- **Fund 21** – consists of bookstore commission revenue and provides coverage of telephone expenses.
- **Fund 22** – consists of revenue from:
 - **Childcare services** – revenue from eligible participants. Provides coverage of food and supply expenses to serve eligible participants and two classified employees.
 - **Food Service** – revenue from on-campus food service and vending machine commission.
 - **Student Activity** – revenue from Student Services Fees results from student class registration. Provides coverage of student activity and student organization expenses. Provides coverage of one classified employee.

Each auxiliary fund will normally establish an auxiliary fund balance the College may use for the following purposes: unbudgeted expenditures, equipment and furnishings replacements, and new acquisitions of equipment and furnishings, as approved by the President in consultation with the Vice President for Fiscal Affairs.

College of the Mainland
2017-18 Budget
Auxiliary Revenues (Funds 21 and 22)

	Budget 2017-18	Budget 2016-17	Budget 2015-16	Actual 2015-16
Revenues				
Bookstore Commission (Fund 21)	60,000	140,000	140,000	157,334
Other Auxiliary (Fund 22)	162,000	162,000	162,000	133,483
Total Operating	222,000	302,000	302,000	290,817
Expenses (Fund 22)				
Salaries	100,000	106,862	62,100	71,255
Benefits	-	40,000	25,978	-
Food/Supplies Child Care	28,000	26,715	26,715	26,239
President's Discretionary	55,000	55,000	55,000	267,315
Food Service Contractor Facilities	15,000	19,000	19,000	11,571
Miscellaneous	2,645	2,645	2,645	-
Total Non-Operating	200,645	250,222	191,438	376,380
 Amount to Fund Balance	 21,355	 51,778	 110,562	 (85,563)

College of the Mainland
2017-18 Budget
Student Service Fees (Fund 22)

	Budget 2017-18	Budget 2016-17	Budget 2015-16	Actual 2015-16
Revenues				
Student Service Fees	161,800	161,800	155,225	161,790
<u>Total Operating</u>	<u>161,800</u>	<u>161,800</u>	<u>155,225</u>	<u>161,790</u>
Expenses				
Stipends	12,000	12,000	7,200	12,000
CLA-Full-time	37,661	37,661	28,659	43,020
CLA-Part-time	-	-	-	-
Benefits	-	9,792	9,979	-
Rent-Vehicles	-	-	1,593	2,296
Utilities	-	-	10	4
Supplies -Office	1,000	1,000	850	780
Supplies - Furniture & Equipment < \$5000	-	-	-	25,546
Miscellaneous	2,100	2,100	12,829	13,109
Postage & Delivery	-	-	35	-
Printing & Reproduction	-	-	8,206	593
Student Events	30,000	20,600	28,819	32,042
Student Organization	75,000	78,352	57,045	46,107
<u>Total Non-Operating</u>	<u>157,761</u>	<u>161,505</u>	<u>155,225</u>	<u>175,498</u>
 <u>Amount to Fund Balance</u>	 <u>4,039</u>	 <u>295</u>	 <u>-</u>	 <u>(13,708)</u>

**College of the Mainland
2017-18 Budget
Outstanding Debt**

The College has no outstanding long-term debt. The College has a compensated absences payable and a retirement incentive payable liability for which there are sufficient funds to cover.

Historically, the College has issued a total of five (5) series of revenue bonds for a total of \$11,515,000. The revenue bonds were paid off in 2014. Further, since 1970, the College has issued two (2) series of obligations secured by tax revenues, totaling \$4,992,000. The tax obligations were both paid off in 1998. The College has no voter authorization for general obligation bonds.

Per one of our potential bond underwriters, Raymond James, \$15 million in General Obligation debt is affordable based on both the College's tax base as well as its unrestricted fund balances. The firm noted that the College's net assessed valuations have been relatively stable since 2012, increasing slightly every year. The College has a maximum authorized ad valorem tax rate of \$0.60. The current tax rate is approximately \$0.208. Depending on market conditions at the time of sale, a \$15 million transaction would result in average annual debt service requirements in the \$1,000,000 - \$1,200,000 range, which based on the College's net assessed valuation, would require approximately one penny of the total tax rate. Further, the College has approximately \$16.9 million of unrestricted fund balances, which creates a significant cushion for annual debt service fluctuations.

**College of the Mainland
2017-18 Budget
Anticipated Future Obligations for the College**

Valero Energy Corporation

Valero won a judgement against the College concerning the appraised property value of its Texas City refinery. The judgement is for approximately \$1.2 million and the College will pay this amount over three years with no interest assessment.

Title V Grant

The College of the Mainland was awarded a Title V Grant in the Fall of 2015, the goal of this grant is for COM to increase full time enrollment, fall-to-fall student retention, and three-year graduation rates. Additionally, the grant funds efforts to increase the number of COM students applying for and receiving financial aid.

The grant award included funding for several new positions and included a commitment to institutionalize these positions by the grant's completion in October 2020. These positions include a Financial Aid Literacy Coordinator (\$52,000), an Academic Advisor (\$52,000), an Early Intervention Student Success Coach (\$52,000), a SharePoint Engineer (\$82,000), and a Technology Support Specialist (\$55,000). COM is already funding portions of these salaries (30% in 2017-18).

Maintenance Tax Notes (MTN)

During the 2017-18 fiscal year, the College's administration has budgeted \$1.2 million for payments on a maintenance tax note of approximately \$15 million. The administration plans to use the proceeds from this note to pay for facilities upgrades to the campus as outlined in the 2015 facilities master plan.

Offsite Public Service Careers-Texas City Partnership

The College will need to keep in mind a potential future obligation to fund an offsite location for Public Service Careers. This project is a planned partnership with Texas City to expand programming and capacity for the College. Early estimates place the annual financing payments at \$600,000 a year, plus annual operating costs. The Board of Trustees has already approved a one-time payment for architectural fees.

College of the Mainland
2017-18 Budget
Proposed Capital Projects from Maintenance Tax Note

<u>Project List 2017-2018</u>	<u>Estimated Cost</u>
Pool area / gym renovation	4,820,000
Student Center façade repair	450,000
Chemistry lab renovation	933,000
Underground infrastructure replacement	4,770,000
Cooling tower pipe replacement	250,000
Metal Storage Building with conditioned space	428,000
Energy management system / cabling	750,000
Signage phase II- interior wayfinding	99,000
Parking Lot B civil works; drainage issues	2,000,000
LRC 131 renovations	250,000
Fine Arts Building theatre renovations	250,000
Disability compliance renovation	150,000
Roof replacement Chemistry lab	406,000
Project Totals:	15,556,000

**College of the Mainland
2017-2018 Budget
Measures of Success Towards Goals**

<u>Area of Focus and Goals</u>	<u>Goal</u>
<u>I. Students</u>	
Student success is our top priority. College of the Mainland will be the college of choice for our community.	
1.1 College of the Mainland will increase Fall semester Full-Time Equivalent (FTE) to 4,000 by 2025.	2,800
1.2 College of the Mainland will increase the number of annual degrees and certificates to 1,300 per year by 2025.	700
1.3 The average time to complete a degree will decrease from 5.01 years to 4.0 years by 2025	5
1.4 The average credit per degree will decrease from 101 semester credit hours (SCH) to 70 SCH by 2025.	98
<u>II. Staff, Faculty, and Administrators</u>	
Create an environment that retains and attracts administrators, faculty, and staff committed to serving our	
2.1 Ensure that employee compensation and benefits are and remain competitive with peer Texas community colleges and the surrounding Houston business community by 2018.	Establish plan
2.2 Support of employee continuing education and professional development in order to achieve and maintain a high-performing, highly engaged workforce. By 2020, 75% of employees will participate in a min of 16 hours of professional development per year.	Establish plan
2.3 Increase community wide engagement among administrators, faculty, staff and trustees.	75%
2.4 Provide workshops, seminars, and course work promoting effective teaching, learning and assessment practices.	85% satisfaction
<u>III. Facilities</u>	
Provide a safe, aesthetic environment conducive to learning, while addressing the workforce needs of local	
3.1 By 2027 75% of the first two phases of the master facilities plan will be completed.	10%
3.2 Secure passage of Bond Referendum by November 2018	Prepare during year
3.3. Establish an exemplary teaching-learning environment that best serves our faculty and students as evidenced by completion rates, surveys, course evaluations, and other data.	Improve results from satisfaction surveys
3.4 Maintain a secure, accessible and welcoming environment as evidenced by student and staff satisfaction surveys	85% agree or strongly agree
3.5 Establish campus facility in North Galveston County to address needs of expanding population by 2025.	Establish plan

**College of the Mainland
2017-18 Budget
College Position Counts**

Employee Type Group	2016	2015	2014
Business and Financial Operations	21	20	17
Community, Social Service, and Legal	25	23	25
Computer and Engineering	16	17	19
Construction, and Maintenance	5	5	1
Instructional Staff	109	103	105
Library, Student and Academic Affairs	53	53	54
Management Occupations	32	28	25
Office and Administrative	46	47	48
Service Occupations ²	15	15	15
<u>Transportation</u>	<u>1</u>	<u>1</u>	<u>1</u>
Grand Total	323	312	310

Full-time employees only
Some positions funded by grants

**College of the Mainland
2017-18 Budget
Basis of Accounting**

Accounting Basis for Budget

The budget for the College is prepared on a modified cash basis of accounting whereby all revenues are recorded when earned and all expenses are recorded when they have been reduced to a legal or contractual obligation to pay. Non-cash transactions such as accruals and depreciation are not included in this budget.

The approach for preparing the budget differs from the approach to preparing basic financial statements of the College in that the Colleges financial statements have been prepared on the accrual basis of accounting.

College of the Mainland 2017-18 Budget Financial Policies

Adopting Financial Policies

The Board of Trustee for the College of the Mainland sets financial policies. Policy BE states: “the board shall adopt such rules, regulations, and bylaws it deems advisable not inconsistent with Education Code 130.082. Education Code 130.082(d).”

Long Term Financial Planning

The College administration has a long term financial planning process in place. The basis of this planning process begins with the College administration’s strategic plan and facilities master plan. From these plans, the administration of the College determines the operational and capital needs of the College in both the near- and long-term time horizon. The College then determines its capacity to fund the various projects and accesses reserves, one-time revenues, or accesses the bond market.

Multi-Year Capital Planning

The administration of the College places a high emphasis on the importance of infrastructure, technology, and major equipment demands. The College uses its strategic plan, facilities master plan, and the operating budget process to determine capital needs. Identified projects with security and safety are placed in the highest priority. The remaining projects are prioritized on a cost-benefit basis and funded accordingly.

Establishing Tuition and Fees

Policy FD states, “the governing board of a junior college district may set and collect with respect to a public junior college in the district any amount of tuition, rentals, rates, charges, or fees the board considers necessary for the efficient operation of the college.” The College of the Mainland’s administration places an emphasis on keeping tuition and fees affordable for students and yet sufficient enough to fund quality education.

Debt Management

It is the policy of the College to establish and maintain well defined debt management guidelines for issuing new debt as well as managing outstanding debt to sustain a strong debt management program providing the lowest available borrowing costs and greatest management flexibility. The College plans to only use the following debt instruments:

1. General Obligation Bonds (Voted)
2. Maintenance Tax Notes (Non-Voted)
3. Revenue Bonds (Non-Voted)
4. Lease Revenue Bonds (Non-Voted, subject to annual appropriations)

The College will not use alternative methods of financial management products such as interest rate swaps, derivatives, etc., in connection with the outstanding debt and bonds issued under the College’s Debt Management Procedures.

Appropriate Level of Unrestricted Fund Balance in the General Fund

The College of the Mainland strives to "maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unpredicted one-time expenditures." The College's administration, for financial management purposes, does not consider all financial liabilities in calculating its unrestricted fund balance. For example, the College's net pension liability is not a legal obligation, and the Texas Retirement System (SCRS) does not have recourse to collect the College's net pension liability. The Governmental Accounting Standards Board (GASB 68) requires the College to book this liability. The College administration uses cash reserves less liabilities to assess the College's financial health and ability to meet short-term financial obligations. College of the Mainland annual budgets seek to maintain, throughout each fiscal year, unrestricted and unallocated cash reserves of at least 16.7% of budgeted total annual expenses plus total accounts payable.

Comprehensive Risk Management Program

College of the Mainland has developed a comprehensive risk management program that identifies, reduces, or minimizes risk to its property, interests, students, and employees. The College has secured the services of a risk management consultant. The risk management consultant assists the College with identifying and evaluating risk exposures and identifying the most cost efficient and effective way to insure for possible damages. The College works to provide a well-rounded combination of preventative and control measures.

Grants Policy

College of the Mainland has a current Grants Compliance Manual in place. The Grants Compliance Manual is comprised of verbiage from the OMB Uniform Guidance. The College ensures compliance with a grantor's terms and stipulations by meeting all conditions for the funding, as well as any legal requirements.

College of the Mainland

2017-18 Budget

Glossary of Terms

Academic Support - An expense classification that includes support services related to the institution's primary missions: instruction, research, and public service. Examples of areas included are libraries, computing support, and academic administration.

Account - A descriptive heading under which similar financial transactions are grouped.

Accrual Basis - The basis of accounting under which revenues are recognized when earned and expenses are recognized when they become a legal obligation or liability.

Achievement Indicators - Objectives identified to measure accomplishments in completing the strategic goals.

Ad Valorem - In proportion to value - basis for property tax levy.

Annual Budget - The Board of Trustees approved version of the total budget for a given fiscal year.

Annual FTE - Total credit hours divided by 30.

Appropriation - A legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.

Assessed Value - Valuation set on real estate or other property as the basis for levying taxes.

Auxiliary Enterprise - An expense functional category which includes all expenses of enterprises that furnish good or services to students, faculty, staff, or incidentally to the general public and charge a fee directly related to, although not necessarily equal to, the cost of the goods or services.

Bond - A written promise to pay a specific sum of money, called the face value or principle amount, at a specified date (or dates) in the future and with the periodic interest at a rate specified in the bond.

Budget Adjustment ("Fund Balance Request") - Any approved change after the formal adoption of the budget by the Board of Trustees.

Building Fund - Accounting fund in which the revenues and expenditures are collected for major capital acquisitions, large construction projects, and renewal/replacement projects.

Capital Equipment - Tangible personal property with an acquisition cost of \$5,000 or more, including but not limited to tax, freight and installation cost. The equipment has a useful life of one year or more and is not disposable or consumable.

Certified Assessed Value (property tax) - The certified property value as determined by the county's chief appraiser.

Contact Hour - A standard unit of measure that represents an hour of scheduled academic and technical instruction given to students during a semester.

Contingency - A budgeted reserve set aside for emergency or unanticipated expenditures or revenue shortfalls.

Credit Hours - The number of hours a class meets per week during the term.

Current Funds - The accounting fund in which the general operations of the District are recorded. It is broken down into Unrestricted Current Funds, Auxiliary Current Funds, and Restricted Current Funds.

Debt Service Fund - The accounting fund in which payment of principal and interest on borrowed funds, such as bonds, is recorded.

Debt Service Requirements - The amount of the current period's principal and interest related to long-term debt obligations.

Encumbrances - Purchase orders, contracts, salaries or other commitments related to unperformed contracts for goods or services.

Fiscal Year - A 12-month period specified for recording financial transactions. College of the Mainland's District's fiscal year starts September 1 and ends on the following August 31.

Fixed Assets - Land, building, machinery, furniture, and other equipment that the District intends to hold or continue in use over a long period of time.

Full-time Equivalent (FTE) - Part-time and hourly positions expressed as a fraction of Full-Time Positions (2,080 hours per year).

Fund Accounting - An accounting methodology where revenues and expenses are grouped into similar categories based on the source of funding and restrictions on expenditures. Each fund is self-balancing and segregated from the other funds.

Fund Balance - The difference between assets and liabilities reported in a governmental fund.

General Fees - Fees collected that may be used for any purpose deemed appropriate by the governing body.

G.O. (General Obligation) Bonds - Bonds in which the full faith and credit of the College are pledged. The bonds require approval by election by the District tax payers.

Goals - A set of criteria to be achieved within a certain time period.

Governing Board - The District Governing Board (also referred to as the Board of Trustees) is a seven-member governing board that is elected at large by the voters of Mainland Galveston County. The Board of Trustees manages and governs the District, provides policy direction, establishes goals, and appoints the faculty and staff. The Board of Trustees is also responsible for the levy, assessment, and collection of taxes, the issuance of bonds, the adoption of an annual budget, the execution of contracts, and the performance of an annual audit.

Grant - Funding received from another entity such as the state or federal government or private foundation, usually externally restricted to a specific purpose.

Indirect Cost Recovery - Fee charged to grants and contracts to cover general and administrative services.

Institutional Support - An expense classification that includes central executive-level activities concerned with management and long-range planning for the entire institution, such as the governing board, planning and programming, legal services, fiscal operations, administrative data processing, space management, employee personnel records, and safety and security.

Levy - To impose taxes, assessments, or service charges.

Mandatory Transfers - Transfers made to satisfy a binding legal agreement related to the financing of educational plant, such as amounts for debt retirement, interest, and required provisions for renewals and replacements of plant not financed from other sources; and, grant agreements with federal government agencies, donors, and other organizations to match gifts and grants to loan and other funds.

Mission Statement - A broad direction based on the needs of the community and District.

Natural Classification of Expenses - Grouping that relates to how the expenses are incurred (i.e. salary, benefits, office supplies).

Non-mandatory Transfers - Transfers from current funds group to other fund groups at the discretion of the governing board.

Non Operating - Revenues or expenses for activities not directly related to the basic service performed by the entity. For an educational institution that would be activities not related to instruction, research or public service or the administration of the activities.

Operating Budget - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled.

Organizational Manager - The person responsible for monitoring expenditures in a cost center.

Original Budget - The budget as approved by the Board of Trustees.

Plant Operations and Maintenance - Operation and maintenance of the physical facilities.

Property Taxes - The valuation of property in the District is determined by the County Tax Assessor. College of the Mainland District levies property taxes at a rate per \$100 of assessed valuation.

Proposed Budget - The initial spending plan for the fiscal year presented to the Board of Trustees before approval.

Public Service - An expense classification that includes funds spent on activities that are for non-instructional services for individuals or groups external to the College.

Quality Enhancement Plan – a component of the reaffirmation process required by the Southern Association of Colleges and Schools Commission on Colleges. The plan is designed to enhance student learning by fostering a scholarly community and developing learned students within an environment that promotes intellectual inquiry.

Refunding Bonds - Bonds issued to pay off currently outstanding bonds. These are advantageous

Revenue Bonds - Bonds whose repayment is guaranteed from revenues generated by a specific revenue-generating entity associated with the purpose of the bonds.

Revised Budget - Original budget adjusted for any year-to-date budget adjustments.

Roll Forward Budget - The initial budget allocations given to the President's direct reports and subsequently to the organization managers. It is used to develop the first draft of budgets by function.

Semester FTE - Total credit hours divided by 15.

Student Fees - Includes laboratory fees, application fees, transcript fees, and similar charges not covered by tuition.

Student Services - An expense classification that includes activities which provide direct support services to students other than academic support services. These activities may include registration and records, financial aid, counseling, placement testing, career placement assistance, and student activities.

Supplemental Requests - Additional items requested above the initial base allocation.

Tuition - The amount (cost) per credit hour times the number of credit hours charged to a student for taking a course at the College.

Unrestricted funds - The resources derived from student tuition and fees, state appropriations, and sales and services of educational departments. These resources are used for transactions relating to the educational and general operations of the College, and may be used at the discretion of the governing board to meet current expenses for any purpose.

College of the Mainland
2017-2018 Budget
Fund Balance Request

<u>Project ID</u>	<u>Group</u>	<u>Item Requested</u>	<u>Estimated Amount</u>
2018-01	Legal Obligation	Interpreter - Disability Services	46,744
2018-02		Public Service Careers - Texas City partnership (contingent)	600,000 *
2018-03		Valero tax payment	1,233,217 @
	<u>Legal Obligation Total</u>		<u>1,879,961</u>
2018-04	Instruction-Temporary Fulltime	Speaking Reading Writing Lab temporary tutors (2)	148,000
2018-05		Temporary faculty - welding	84,000
	<u>Instruction-Temporary Fulltime Total</u>		<u>232,000</u>
2018-06	Instruction-Contingent	Adjunct faculty pay - "Finish Faster" (contingent)	400,000 *
2018-07		Welding gas supplies - enrollment (contingent)	30,000 *
	<u>Instruction-Contingent Total</u>		<u>430,000</u>
2018-08	Bond Election	Career Focus magazine (2 Issues)	44,000
2018-09		Marketing consultant	90,000
2018-10		TORCH magazine	78,000
	<u>Bond Election Total</u>		<u>212,000</u>
2018-11	Business Operations	Air filtration management (pilot program)	32,000
2018-12		Compensation study	20,000
2018-13		Furniture request	130,000
2018-14		Human Resources audit	25,000
2018-15		Inventory audit	35,000
2018-16		Metal storage facility-if MTN bond not covering (contingent)	450,000 *
2018-17		Painting of Industrial Education Bldg. bays	40,000
	<u>Business Operations Total</u>		<u>732,000</u>
2018-18	Instruction	College scheduler software	25,000
2018-19		Cutting machine	20,000
2018-20		Ironworker sheer	26,390
2018-21		Medical Assisting accreditation site visit costs	4,750
2018-22		New welding machines	30,000
2018-23		Nursing and Health Information Management	132,000
2018-24		Retail dispensing software	2,500
2018-25		Threading machine	6,500
2018-26		Truck flat bed for recently purchased truck	4,615
2018-27		Upgrade equip In networking labs	10,000
	<u>Instruction Total</u>		<u>261,755</u>
	Student Services		
2018-28	Student Services Total	Leadership training and development	20,000
			<u>20,000</u>
2018-29	IT Operations	Apple Lease - last year of 4 year Lease	34,000
2018-30		Blade server (Dell)	20,000
2018-31		Dell Lease - last year of 4 year Lease	168,000
2018-32		Ellucian Training upgrade and support	165,000
2018-33		Network Access Control - Appliances and Licensing	65,000
2018-34		Office 365 back up	35,000
		VM System Recovery Manager + ESX- licensing and services to upgrade servers	65,000
2018-35		Fibers from TVB to LRC and LRC interior (contingent)	30,000 *
2018-36			
	<u>IT Operations Total</u>		<u>582,000</u>
		<u>Total Request</u>	<u>4,349,716</u>

@ Over three year period

*Contingent expense

Cost are estimates only

Approval of the list of projects is not considered approval of contacts necessary to support a project

This is not a prioritized list

College of the Mainland
2017-18 Budget
Projected ad Valorem Taxes - 2017-18

	Effective Rate	Current Rate
2017 adjusted taxable value	9,252,657,910	9,252,657,910
Tax rate / 100	0.216791	0.208376
College Revenues	20,058,929.61	19,280,318.45
Sample home value	200,000	200,000
Less 20% exemption	(40,000)	(40,000)
Taxable value	160,000	160,000
ad Valorem tax	346.87	333.40