

PRESIDENTS COUNCIL – October 23, 2007
CC 126 in Bill Brod Community Center • 8:30 – 10am

TOPIC / CATEGORY	KEY POINTS / NEXT STEPS (Action)
VP of Instruction – Announcement, Process and Timelines for Hiring	<ul style="list-style-type: none"> • Truesdell – goal will be approximately 15 individuals on the initial screening committee which will include staff from FTF, PTF, Classified, Exempt and ASG associations, among others from various constituencies across campus (also Janis Rosenlof) – members will be solicited and identified by Godfrey who will chair the committee. • Screening committee meetings will be called soon (by Godfrey) to finalize the job description, job announcement and questions; later on (February) the same committee will reconvene to screen the first round of applicants. • An interview committee will be identified at a later date. • Truesdell will develop a first draft of the announcement/description.
President’s Report	<ul style="list-style-type: none"> • Truesdell – conversations will soon take place regarding the strategic priorities, assessment and planning documents for 08-09 – Key points will be <ul style="list-style-type: none"> ➢ Enrollment/Strategic Enrollment Plan (we are down 5-6% compared to 4th week in 2006) ➢ Budget for state funding (numbers are determined by June 28, 2008) – the budget will be based largely on outcomes – we need to figure out a way to measure outcomes other than degrees, certificates and attrition to jobs. • There will be an Outcomes Task Force report at the 10/26 VP meeting and then another at the 10/30 Presidents Council meeting.
Board Policy Revision: 405 – Student Publications	<ul style="list-style-type: none"> • Briare and Jones - suggest deletion of the line referring to the Student Publications Code, and instead adopt a Code of Ethics that is already a standard in the industry – <i>Society of Professional Journalists Code of Ethics</i> • Discussion followed regarding the nature of the journalism program and the requirements necessary for students to participate in the production of the student newspaper, <i>The Print</i>. • Consensus for the paper: unpopular is okay – unethical or illegal is not • Approval • Next: Recommendation to College Council then back to PC or BOE depending on additional changes
Staff Recognition Update	<ul style="list-style-type: none"> • Smith – a decision was made recently to honor any and all CCC part time employees who have been compensated for their work in any given year consecutively for the past 10, 15, 20, 25, 30 or 35 years. • The challenge has been to accurately identify these employees given the diverse state of our records over the last 40 years - HR staff have worked diligently to pull this list together, and recently sent a “response” mailing to help ensure that we don’t miss anyone – so far 17 people have replied. • Recognition will be in the form of a pin (similar to, but not identical to those presented to full time employees) signifying the number of years — Smith has met with our vendor who will develop a design. • All staff, including part time, will be recognized for years of service at the All-Staff Holiday Luncheon held on December 7 this year. • A committee has been formed to begin planning the December 7 event – first meeting is on 10/24

Veterans' Career and Benefits Fair	<ul style="list-style-type: none"> • Zuelke – see attached for schedule of events • One thousand people are expected to visit our campus on November 3 for this event – 400+ of which will likely be Oregon National Guard (ONG) members. • CCC Instructor Dean Darris' band will provide musical entertainment during the lunch. • Mindy Brown is coordinating all of the departments on campus who will have staff and/or instructors here for the event (i.e. Allied Health, virtually all Pro-Tech programs, music, Harmony opportunities, etc.). • There will be many opportunities for ambient staff to participate, they should check in with Bill Zuelke in the Community Center that morning to find out how best they can help. • Senior ONG members will visit on the Friday before to conduct a walkthrough of the campus. • News media have been contacted and we have already had mentions on the radio. • Film crews will be here to video the day's events (CCC instructor Andy Mingo and the County Cable channel) • Parini and Wells and send an "eblast" to our legislators and local officials inviting them to the event.
Executive Council Name Change	<ul style="list-style-type: none"> • Executive Council will henceforth be known as Executive Team – Approval
Financial Forecast Update	<ul style="list-style-type: none"> • Wilton - see attached. Feedback was encouraged as this presentation will also be made to the BOE on November 14 at their meeting.

UPCOMING MEETING DATES in 2007:

10/30, 11/6, ~~11/13~~, 11/20 (expanded), 11/27, 12/4, 12/11, 12/18 (expanded), 1/8, 1/15 (expanded), 1/22, 1/29, 2/5, 2/12, 2/19 (expanded), 2/26, 3/4, 3/11, 3/18 (expanded), 3/25, 4/1, 4/8, 4/15 (expanded), 4/22, 4/29, 5/6, 5/13, 5/20 (expanded), 5/27...

FIND PRESIDENTS COUNCIL NOTES at F:\1MINUTES\Presidents Council\2007-08

NUMBER OF HANDOUTS TO BRING: Presidents Council – 20 copies; Expanded Presidents Council – 35 copies

PRESIDENTS COUNCIL MEMBERS: Joanne Truesdell, Baldwin van der Bijl, Courtney Wilton, Shelly Parini, Jan Godfrey, Dennis Chapman, Anne Donelson (Director of Public Affairs), Steffen Moller (Current Chair of College Council), Kathleen Smith (Recorder), Mike Caudle (Clisfd Pres), Kate Gray (FTF Pres), Bill Leach (Exempt Pres), Rosemary Teetor (PTF Pres), Tim Lussier (ASG Pres)

EXPANDED COUNCIL MEMBERS: PC Members plus Joe Austin, Bill Briare, Diane Drebin, Scott Giltz, Karen Martini, Maureen Mitchell, Chris Robuck, Theresa Tuffli and Bill Zuelke

ONG Day 1,000 participants

8:00am 9:00 10:00 11:00 12:00 1:00 2:00 3:00

Job Fair 60 employers with family wage jobs

Set-up Gregory forum..... Job Fair.....
Orientation GF

Benefit Fair 30+ benefit providers for military personnel and their families

Set-up in the Community Center..... Benefits Fair.....
Orientation GF

Trainings

Mini-TAP, by ONG in Streeter Hall 133,134,135,136.....
IMatchSkills update and resume printing by OED Streeter Hall 137.....
IMatchSkills enrollment and resume printing by OED Streeter Hall 142,143,144, plus.....
College Career Workshops Pauling 102, 103, 104.....

Food Service

Boxed Lunch provided by county partners
Seating in CC dining facility and tents
Hospitality available throughout campus venues, Gregory forum, Community Center and Streeter.....

College Services and Programs

Student Services and Enrollment Services in normal work areas.....
WIA, Ambassadors, Operation College Success in Community Center.....
College Programs in normal work areas and Community Center.....
Welcome, Information Booths.....

Financial Forecast Update

November, 2007

- Clackamas Community College
Fiscal Year 07/08

Agenda

- Recap of Current Year (Where we Are)
- Recap of Future Years (Where we are Headed)
 - Revenues
 - Expenditures
 - Surplus / Deficit
- Summary

The Big Picture

- The college's long run financial forecast has changed significantly since May. Specifically revenue over the next four years is currently estimated to be about \$10m less than previously forecasted.
- The change is mainly the result of lower enrollment, changes to the community college funding formula and lower than budgeted tuition and other revenue.
- College finances are stable in 07/08 – due mainly to a large increase in state support.
- Significant deficits are forecasted in the next three years - 8/9, 9/10 and 10/11 that if left unchecked will completely expend college reserves / take them to a level below the 6% mandated minimum.

Recap of Funding Formula / Revenue

- Major Components of Ongoing General Fund Revenue:
 - Funding Formula 76%
 - Tuition 19%
 - All Other 5%
- * (state support and property taxes – based on fte)

Funding Formula 76%
Tuition 19%
All Other 5%

Recap of Funding Formula / Revenue

- Funding Formula Revenue equals:
- Fixed Funding of \$660,000 plus
- Variable Funding of \$4,301 per FTE*
 - * 7/8 FTE Equals three prior year weighted average (40% - 6/7 30% - 5/6 and 30% - 4/5)

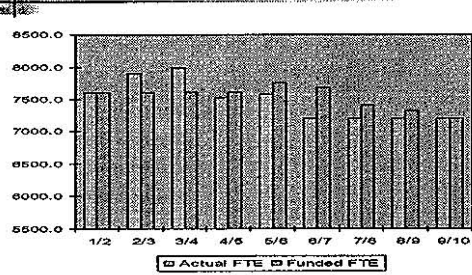
Recap of Funding Formula / Revenue

- FTE / Enrollment History (Actual and Funded)

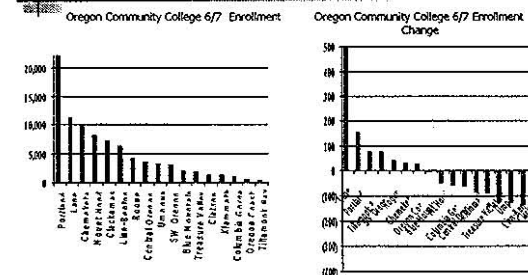
Fiscal Year	Actual	Change	Funded*
1/2	7,611		
2/3	7,910	+299 (+3.9%)	7,611
3/4	7,982	+72 (+0.9%)	7,611
4/5	7,531	-451 (-5.6%)	7,611
5/6	7,580	+49 (+0.6%)	7,759
6/7	7,201	-379 (-5.0%)	7,690
7/8	7,201	0	7,414 -276 (3.5%)
8/9	7,201	0	7,315 -99 (1.3%)
9/10	7,201	0	7,201 -114 (1.5%)

- Funded FTE is now three year rolling average / was fixed in past / Projections for 7/8, 8/9 and 9/10 assume flat enrollment.

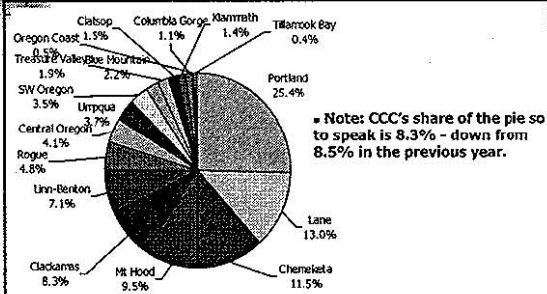
Actual vs. Funded Enrollment



6/7 Enrollment Recap



Enrollment – as % of Total State Enrollment

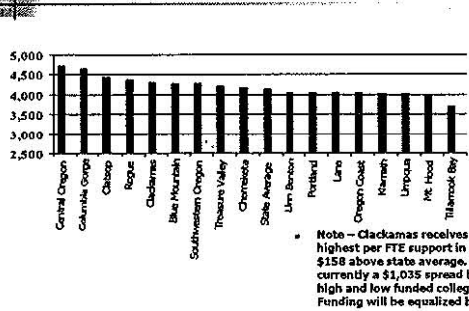


Per FTE Funding

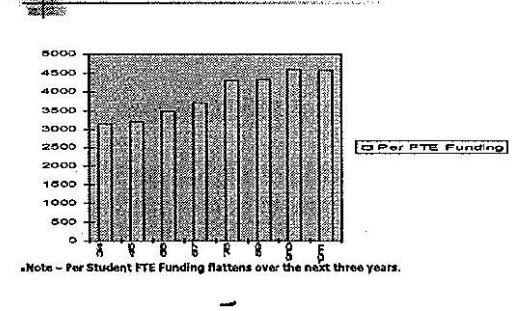
Per FTE \$ Reimbursement History

Year	Actual	\$ Change	%
3/4	\$3,141		
4/5	\$3,210	+69	2.2%
5/6	\$3,480	+270	8.4%
6/7	\$3,691	+211	6.0%
7/8	\$4,301	+610	16.5%
8/9	\$4,325	+24	0.5%
9/10	\$4,587	+262	6.0%
10/11	\$4,573	-14	-0.3%

\$ Support Per FTE – 7/8



General Fund Per FTE Funding



Future Forecast

- **Future Revenue Growth Forecasted to be Constrained / Flat**
 - Flat \$ per FTE Funding Next Year (8/9) since state front loads biennial increase into first year.
 - Funded Enrollment Will Decline Due to Three Year Phase in of Last Year's Drop. Actual Enrollment Forecasted to be Flat.
 - Minor Tuition Increases - \$1 Per Year
 - Equalization Effect in Next Biennium – Limited Increases For Those Above Average – Like Clackamas
 - Interest Revenue Will Likely Drop as Rates and Reserves Decline

Future Forecast

Year	Total Revenue	\$ Change	% Change
4/5	34.1m		
5/6	37.2m	+3.1m	+8.9%
6/7	38.7m	+1.5m	+4.0%
7/8	42.8m	+4.1m	+10.7%
8/9	42.5m	-0.3m	-0.6%
9/10	43.9m	+1.4m	+3.3%
10/11	43.8M	-0.1m	-0.2%

- Note- growth in next three fiscal years averages only about one percent per year – well below estimated growth in expenses.

General Fund Total Revenue

Note – The rate of revenue growth flattens as the impacts of the 6/7 enrollment drop and funding formula equalization are phased in.

Recap of Revenue

- **Forecast Assumptions:**
 - College grows or shrinks at state average
 - Tuition increases \$1 per year
 - Community College Funding Increases by 10% in 9/11 biennium.
 - Equalization of \$ per FTE occurs in 9/11 biennium as scheduled.
 - Student fees / misc. other revenue are status quo

Recap of Revenue

- **How Does This Compare to Previous Forecast?**

	All Revenue
■ Previous Forecast (May 2007)	
• 7/8	44,281,486
• 8/9	45,505,252
• 9/10	46,979,620
• 10/11	57,201,352
• Total	193,967,720
■ Updated Forecast (August 2007)	
• 7/8	42,761,295
• 8/9	42,510,324
• 9/10	43,904,797
• 10/11	43,802,286
• Total	172,980,402
■ Difference	(9,987,318)
- In other words, forecasted revenue is approx. \$10m less than previously estimated.

Recap of Revenue

- **Why is Forecasted Revenue Down?**
 - Prior Forecast Assumed No Enrollment Drop / Impact of current year drop (379 * \$4,301) = \$1.63m per year when fully phased in.
 - State Distribution Formula Change Accelerating Impact of Enrollment Drop – i.e. no one year lag.
 - Tuition / Other Revenue Over-budgeted

Recap of Expenditures

- **Estimated Expenditures Mostly Status Quo**
- 7/8 \$41.9m +5.7%
- 8/9 \$43.9m +4.8%
- 9/10 \$45.9m +4.6%
- 10/11 \$47.4m +3.2%
- Add in estimated collective bargaining agreement adjustments and inflation
- No additional costs for new Harmony Building assumed
- No new positions assumed
- Debt service on \$20m COP deferred until 12/13
- Deferral of Capital Repairs Assumed until Bond Passage

Recap of Expenditures

- Harmony Building Debt Service vs. Available Reserves:
- Resources (in thousands)

• Reserves	3,334
• State Support	5,200
• Interest	428
• Total	9,01m (28.6% of total d/s)
- Debt Service (in thousands)

• 07	905
• 08	932
• 09	1,662
• 10	1,682
• 11	1,680
• 12	1,683
• Total	8.6m
• Total Debt Service	31.5m
• Remaining Payments (2013-2026)	23.5m

Recap of Available Capital Reserves

Capital Reserves - Bond Fund and Capital Fund (in millions)

Note: Capital reserves will be almost completely depleted by the end of this fiscal year. Any big ticket capital project at that point will have to be covered by general fund, or deferred.

Revenue Growth vs. Expenditure Growth

Year	Revenue Growth	Exp. Growth	Difference
• 7/8	+10.7%	+5.7%	
• 8/9	-0.6%	+4.8%	-5.4%
• 9/10	+3.3%	+4.6%	-1.3%
• 10/11	+0.2%	+3.2%	-3.0%

- Note for the next three years expenditure growth is forecasted to exceed revenue growth.

Revenue Growth vs. Expenditure Growth

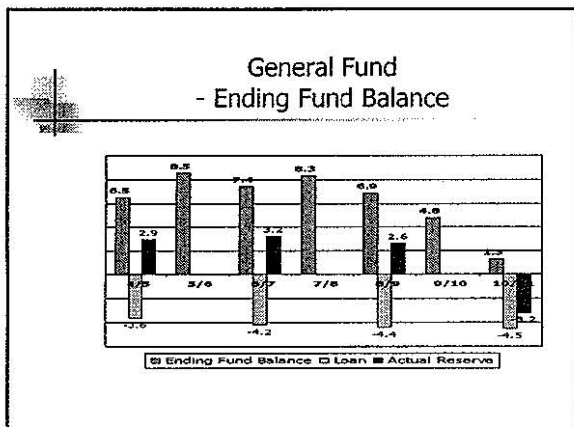
- Combination of flat revenue growth and increasing expenditures causes deficits / large reserve draws

Year	+/-	Total	Reserve
• 7/8	surplus	+848k	\$8.3m
• 8/9	deficit	-1.4m	\$6.9m
• 9/10	deficit	-2.0m	\$4.8m
• 10/11	deficit	-3.6m	\$1.3m

- Note: Reserve balance includes every other year loan.

General Fund Revenue and Expenditures

Revenue
 Expenditures
 Ending Fund Balance



- ### Financial Forecast
- We will be in better shape if:
 - Our Enrollment / FTE Increases
 - Every fte added over state average is \$4,300 - phased in over three years
 - Enrollment drops statewide
 - Our share of pie increases if we remain flat or grow while others shrink
 - State Community College Budget Increases more than 10% in 9/11
 - Every additional 1% (i.e. 11% vs. 10%) adds about 207k per year to CCC revenue
 - Funding formula equalization delayed past 10/11
 - Tuition is increased by more than \$1 per credit per year
 - Every \$1 adds \$150,000 per year - assuming no enrollment impact
 - Costs are shifted to grants
 - Other additional revenue is secured
 - Efficiencies are realized resulting in lower expenditures

- ### Financial Forecast
- We will be in worse shape if:
 - Our Enrollment / FTE declines - or stays flat while statewide enrollment increases
 - State economy softens / community college budget increases less than 10% in 9/11
 - Existing revenue declines
 - Our operating budget isn't status quo / increases more than anticipated.

- ### Financial Forecast
- These are estimates and will absolutely change as more information is available.
 - The message I take away from this is while the college is in good shape this year due to a large increase in state funding, budgets will tighten significantly during the next three years unless enrollment increases, state funding increases significantly over and above 10%, or other revenues are secured.

Cincinnati Community College

Overall Forecast

REVENUES

	04/05 Actual	05/06 Actual	06/07 Actual	07/08 Estimated	08/09 Estimated	09/10 Estimated	10/11 Estimated
Actual FTE	7,531	7,580	7,201	7,201	7,201	7,201	7,201
Reimbursable FTE - Formula	7,611	7,759	7,690	7,414	7,315	7,201	7,201
S per FTE	3,210	3,480	3,691	4,301	4,325	4,587	4,573
Subtotal	\$ 24,430,925	\$ 27,002,782	\$ 28,385,599	\$ 31,886,659	\$ 31,635,688	\$ 33,030,161	\$ 32,929,350
Base Funding	660,000	660,000	660,000	660,000	660,000	660,000	660,000
Property Tax Timing Differences	(263,250)	(271,703)	(296,105)				
Subtotal - total public resources	24,827,675	27,391,079	28,749,494	32,546,659	32,295,688	33,690,161	33,589,350
Tuition	7,946,338	8,085,666	7,736,036	7,886,036	8,036,036	8,186,036	8,336,036
Student Fees	134,439	283,259	278,966	730,000	730,000	730,000	730,000
Interest	333,008	643,292	955,394	800,000	650,000	500,000	350,000
Wilsonville / Utility Training Alliance	430,500	443,560	459,838	473,600	473,600	473,600	473,600
All Other Revenue:	435,112	294,261	434,972	325,000	325,000	325,000	325,000
Subtotal - ongoing revenue	\$ 34,107,072	\$ 37,141,117	\$ 38,614,700	\$ 42,761,295	\$ 42,510,324	\$ 43,504,239	\$ 43,863,986
Revenue \$ Growth	3,034,045	8.9%	1,473,583	4,146,596	(250,971)	1,394,473	(100,811)
Revenue % Growth			4.0%	10.7%	-0.6%	3.3%	-0.2%

EXPENDITURES

Salaries	20,012,792	21,745,282	23,479,143	24,739,060	26,021,413	27,297,684	28,697,688
Benefits - Fixed %	4,401,427	5,577,399	5,856,757	6,456,895	6,791,589	7,124,696	7,490,997
Benefits - Medical	1,797,110	1,850,247	2,181,290	2,333,980	2,427,340	2,524,433	2,625,410
Subtotal	26,211,329	29,172,928	31,517,190	33,529,936	35,240,342	36,946,813	38,813,195
Materials and Services	4,348,756	4,737,230	5,652,961	5,078,243	5,304,289	5,543,011	5,795,263
Ongoing	-	-	-	990,959	990,959	990,959	990,959
Decision Packages	4,348,756	4,737,230	5,652,961	6,069,202	6,295,248	6,533,970	6,786,222
Subtotal	4,348,756	4,737,230	5,652,961	6,069,202	6,295,248	6,533,970	6,786,222
Fund Transfers	1,735,988	1,238,055	2,467,994	2,314,000	2,384,700	2,458,935	1,796,882
Total Expenditures	\$ 32,296,073	\$ 35,148,213	\$ 39,658,145	\$ 41,915,138	\$ 43,970,290	\$ 45,939,718	\$ 47,396,299
Expenditure \$ Growth	2,852,140	8.8%	4,489,932	2,274,993	2,007,152	2,019,429	1,456,380
Expenditure % Growth			12.8%	5.7%	4.8%	4.6%	3.2%
SURPLUS/DEFICIT	\$ 1,810,999	\$ 1,995,904	\$ 1,073,445	\$ 848,157	\$ 1,409,965	\$ 2,034,923	\$ 1,592,313
BEGINNING FUND BALANCE	4,667,862	6,478,861	8,471,765	7,448,319	8,296,477	6,886,511	4,851,590
ENDING FUND BALANCE	6,478,861	8,471,765	7,448,319	8,296,477	6,886,511	4,851,590	1,259,278
OUTSTANDING LOAN BALANCE / ADVANCE	(3,564,954)		(4,233,615)		(4,400,000)		(4,500,000)
ACTUAL ENDING FUND BALANCE	\$ 2,913,907	\$ 3,471,653	\$ 3,214,704	\$ 8,296,477	\$ 2,486,511	\$ 4,851,590	\$ 4,240,222
SIX PERCENT TARGET	1,937,764	2,108,893	2,378,289	2,514,788	2,635,217	2,756,383	2,843,778
MARGIN	976,142	6,362,872	836,416	5,781,688	(148,706)	2,095,207	(6,084,500)

