

JOINT COMMUNITY COLLEGE AND FINANCE COMMITTEE MEETING MINUTES
JUNE 2, 2016

COMMUNITY COLLEGE COMMITTEE MEMBERS PRESENT: Idleman, Armstrong, Campbell, Gang, Moore

COMMUNITY COLLEGE COMMITTEE MEMBERS ABSENT: None.

FINANCE COMMITTEE MEMBERS PRESENT: Campbell, LaPointe, Idleman, Haff, O'Brien, Fedler

FINANCE COMMITTEE MEMBERS ABSENT: Shay, Suprenant, Pitts, Shaw, Hogan

SUPERVISORS: Henke, Hicks

Debra Prehoda, Clerk

Chris DeBolt, County Administrator

Al Nolette, County Treasurer

Warren County Supervisors

SUNY Adirondack President Duffy, staff, Board of Trustees and Foundation members and staff

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Discuss 2016-2017 Budget
3. Other Business

Chair Idleman, Community College Committee, and Chairman Campbell, Finance Committee, called the joint meeting to order at 9:36AM at SUNY Adirondack, Regional Higher Education Center, Queensbury, NY.

President Duffy summarized what they have been doing this year, power point presentation attached:

- Humans at SUNY Adk – Powerful stories about students and what they overcome to be graduates.
- Continuous Improvements – This is a major part of their strategic plan. Continuous improvements both internally and for support of their students. SUNY Adirondack just had their second largest graduating class this year. They had set a goal of increasing the number of graduates by 50% by 2020. The graduation rate increased by 9% for 2015. They are well on track to meet their 2020 goal.
- Advising is a critical component in helping students stay on track and graduating. They redesigned their entire advising process.
- Doing a full assessment of developmental education offerings. What is working, what can be done better, etc. This increases student success.
- Looking for other sources of revenue to support their strategic initiatives. Hired a grant writer. Grants increased from \$105,000 in 2014 to over \$11M in 2015-2016.

ENHANCING THE LEARNING ENVIRONMENT:

- Physical spaces – NSTEM, WORC, Scoville & Warren Hall
- Learning support services – piloting Quantway (math remediation pathway for non-STEM majors)
- New advising services
- Educational Opportunity Program – supporting students that come from low income backgrounds. Implementing this fall.

- Pell experimental program for dual enrollment – Allows high school students taking college classes to use Pell funds to pay towards tuition. This will be an opportunity for our most needy students to be able to take the courses. It makes a difference in helping students prepare.
- Career readiness – Working on their transfer agreements (UAlbany dual admission, updating with Clarkson)
- Business Central – one stop hub for businesses to connect with the college. Chamber/school partnership for internships(Queensbury and Glens Falls High Schools)
- Career Coach

WORKFORCE DEVELOPMENT

Manufacturing/IT:

- Developed Cybersecurity Information Security degree programs – hopefully ready for next fall.
- Irving Consumer Products – they do pre-employment prep and testing
- Morcon Tissue - grant funded training on safety/machine use.

Health Care:

- Received grant jointly with other community colleges for Health Professions training/support services – CNA,HHA,PCA
- Glens Falls Hospital critical care training this summer in their simulation labs

Entrepreneurship:

- MAP offered in 3 locations this spring, maximum enrolled at 25, and brought the course out to Hartford and Salem.

Agriculture:

- 110 attended grass fed beef summits in partnership with Herkimer Community College, Grazers Coop and college.
- Working on Ag Management degree program and it is back to NYS Education Department. Hopefully ready for next year.

NSTEM Project

- Schematic picture shown. Schematic design phase is complete.
- Design development phase is completed with the estimator and a code review meeting set up with the Town of Queensbury.
- Nursing division working with Glens Falls Hospital on the design and use of the simulation labs.

Next Steps:

- Refine construction schedule, phasing & staging. Work that needs to be completed this summer so they can break ground in the fall.
- Project remains on time and on budget

Three Other Capital Projects – WORC, Scoville Learning Center and transitioning library into a modern learning center. Received \$1.2M to do some renovations to Warren Hall, creating a welcoming center, and work slated to start this fall.

Anne Marie Sommo, Vice President/Treasurer for Administrative Services provided a brief overview of NYS Community College financing and the proposed 2016-2017 Operation Budget, proposed budget attached.

Brief overview of NYS Community College Financing – handout attached. State education law regulates their operating and capital revenue streams as well as their operating expenditures. Over the last ten years, community colleges in New York State have gone from state supported to state assisted; highly tuition dependent; highly impacted by enrollment fluctuations; and can't continue to rely on fund balance. Sponsor's share cannot be less than the prior year; Maintenance of Effort per NYS Education Law. Any fund balance applied counts toward Sponsor's contribution.

Operating Budget:

- Proposed Operating Budget (net of grants) is \$29,283,056; \$9,341 increase over prior year.
- Returning to pre-recession enrollment levels.
- Fiscally conservative and very mindful.
- Sponsor's Contribution – 11.5% of revenue; requesting 2% increase \$66,000
- Student revenue 46.5% of budget
- Fund balance is about 1 month of operating expenditures and two months are recommended. No fund balance appropriated.
- Washington County's sponsor contribution is \$1,432,577; \$28,000 increase. Based on fall 2014 enrollment; 43%.
- Non-Sponsors' Contribution: Chargeback rate will increase by \$630.00 to \$2,570 per FTE.
- Requesting approval of 2016-2017 Operating Budget with grants included in the amount of \$30,396,009 and increase in sponsor contribution.

Dorm Update – over occupancy for fall 2015 and anticipate being full for the fall 2016 with possibly a waiting list.

Warren County adopted a motion approving the \$30,396,009 operating budget and their contribution of \$1,929,629; \$37,000 increase.

Washington County:

Community College Committee – A motion to set a public hearing and recommend approval of the \$30,396,009 operating budget, contribution of \$1,432,577, a \$43,000 increase, and forward to the Finance Committee for consideration was moved by Mr. Gang, seconded by Mr. Moore and adopted.

Finance Committee – A motion to accept budget, \$30,396,009 with a sponsor contribution of \$1,432,577 and set public hearing, was moved by Mr. O'Brien and seconded by Ms. Idleman. Discussion. Mr. Haff stated the amount of contributions by the sponsors supposes this campus is split down the middle of Warren and Washington Counties because it goes by the number of students. It is blind to the fact that this campus is in Warren County and a tremendous amount of sales tax goes to Warren County by the students here; gasoline, food/meals. The formula should recognize location, location, location. Mr. Campbell stated there is. With the NSTEM project there is where the percentage makes up the difference; based on assessed valuation figures. Washington County pays about one-third to Warren County's two-thirds. The motion to

accept budget, \$30,396,009 with a sponsor contribution of \$1,432,577 and set public hearing, was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.

Other business: None.

The meeting adjourned at 10:50 A.M.



#sunyadk

#HumansofSUNYADK

#experienceitforyourself



#sunyadk

#HumansofSUNYADK

#experienceitforyourself





June 2nd Joint County Meeting

Agenda:

- Update from President Duffy
- NSTEM Project Update
- 2016-2017 Budget Request

Continuous Improvements

- **Number of graduates**-on track to meet our 2020 goal
- **Graduation rate**-increased by 9% for 2015
- **Advising for all**-invested in new model
- **Full assessment of developmental education**
- **Grants to offset expenses**- (annual amount from \$105,000 in 2014-2015 to \$11,710,000 in 2015-2016)

Enhancing the Learning Environment

Physical spaces

- NSTEM, WORC, Scoville, Warren Hall

Learning support services

- Piloting Quantway (math remediation pathway for non-STEM majors)
- New advising services
- Educational Opportunity Program
- PELL experimental program

Enhancing the Learning Environment

Career readiness

- Transfer agreements (UAlbany dual admission, updating with Clarkson)
- Business Central
- Career coach
- Chamber/schools partnership



Workforce Development

Manufacturing/IT

- Cybersecurity/Information Security degree programs
- Irving Consumer Products-pre employment prep and testing (45 employees)
- Morcon Tissue-grant funded training on safety/machine use

Health care

- Health Professions training/support services
 - CNA, HHA, PCA
- Glens Falls Hospital-critical care training this summer in our simulation labs



Workforce Development

Entrepreneurship

- MAP offered in 3 locations this spring, max. enrolled at 25, 4 at Hartford and Salem

Agriculture

- 110 attended Grass Fed Beef summits in partnership with Herkimer, Grazers Co-op, and college
- Agriculture management degree back to NYSED for approval



NSTEM Project



Progress Update

- Schematic design phase complete
- Design development phase nearing completion
 - Geotechnical & Hazardous Materials surveys complete
 - Design development submitted to Estimator
 - Code review meeting with Town of Queensbury
 - Nursing division actively engaged with GFH regarding the design and use of the simulation labs
- Next Steps
 - Refine construction schedule, phasing & staging

Project remains on-time and on-budget



"SUNY Adirondack is such a great resource, I knew I didn't need to leave the area to get a great education."

Beau Dahlgren
Queensbury, NY
Management, Marketing & Entrepreneurship,
Class of 2015



"SUNY Adirondack was the perfect transition for me between coming home from deployment and figuring out what my next chapter was going to be."

Breanna Moore
Fort Ann, NY
Criminal Justice, Class of 2015
Captain of the Basketball Team, Honors Athlete,
Veteran



Brief Overview of NYS Community College Financing

- State Education Law regulates our operating and capital revenue streams as well as our operating expenditures
- Sources of Operating Revenues:
 - ✓ State Revenues
 - State Aid – rate per FTE
 - Rental Aid – amount per square foot
 - ✓ Student Revenues
 - Tuition
 - Fees
 - ✓ Non-Sponsors' Contribution
 - Chargebacks
 - Non-Residents
 - ✓ Sponsors' Contribution
 - Warren and Washington Counties sponsors' cash (Maintenance of Effort)
 - Applied fund balance
 - ✓ Other Income
 - ✓ Grants
 - Perkins, Upward Bound, Workforce Development, SUNY grants, etc.
- State supported to state assisted; tuition dependent; highly impacted by enrollment fluctuations; can't continue to rely on fund balance

Proposed 2016 - 2017 Operating Budget



Executive Summary

TOTAL OPERATING BUDGET COMPARISON (NET OF GRANTS):

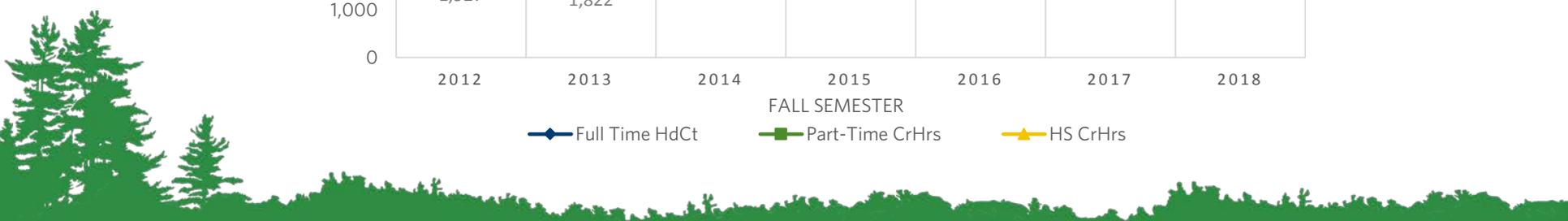
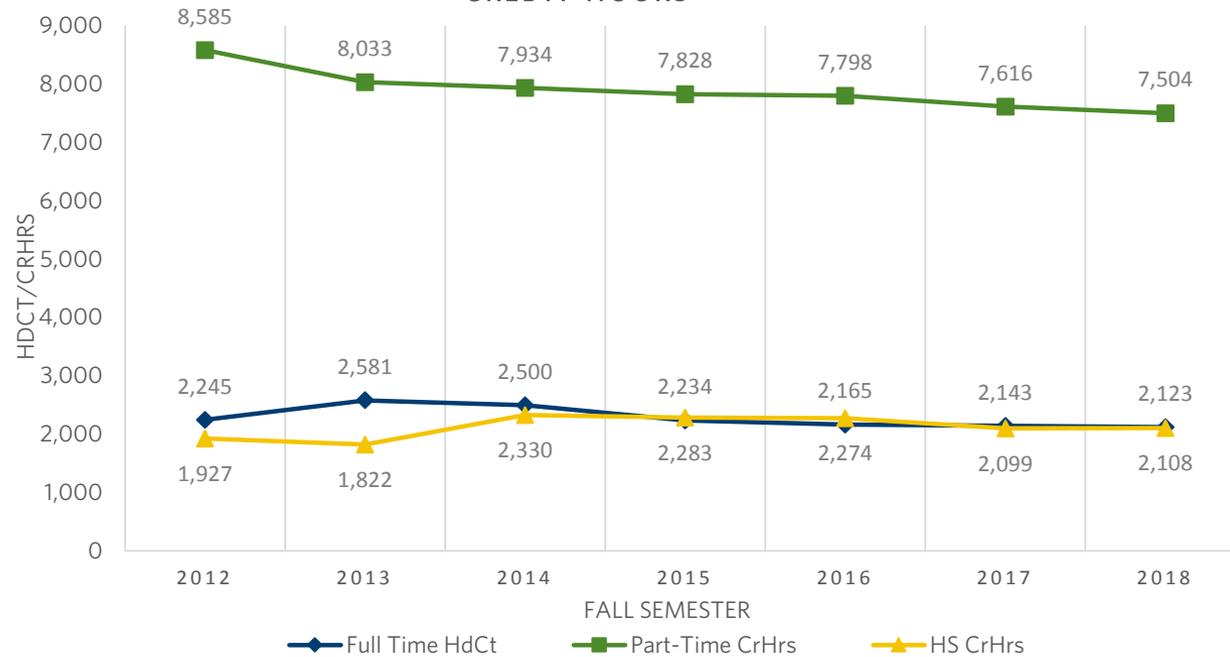
2016 - 2017 Proposed Operating Budget	\$29,283,056
2015 - 2016 Approved Operating Budget	<u>\$29,273,715</u>
Proposed increase over Budget (0.032%)	\$ 9,341



ENROLLMENT PROJECTION:

	2015-16 <u>Budget</u>	2015-16 <u>Projection</u>	2016-17 <u>Budget</u>	2016-17 Budget vs 2015-16 <u>Budget</u>	2016-17 Budget vs 2015-16 <u>Projected</u>
Budgeted FTE	3,007	2,785	2,680	(327) (10.8%)	(105) (3.8%)

FALL SEMESTER ACTUAL AND PROJECTED HEADCOUNT AND CREDIT HOURS



CHANGES IN REVENUES:

Increase/
(Decrease)

State Revenues

State Aid - Base	\$7,000
State Aid - Rental	2,000
State Aid - Job Linkage	52,000
State Aid - SUNY Investment and Performance Fund	93,000

Student Revenues

Tuition	(941,000)
Fees	7,000

Non-Sponsors' Share

Chargebacks	700,000
Non-Residents	(50,000)

Sponsors' Contribution

66,000

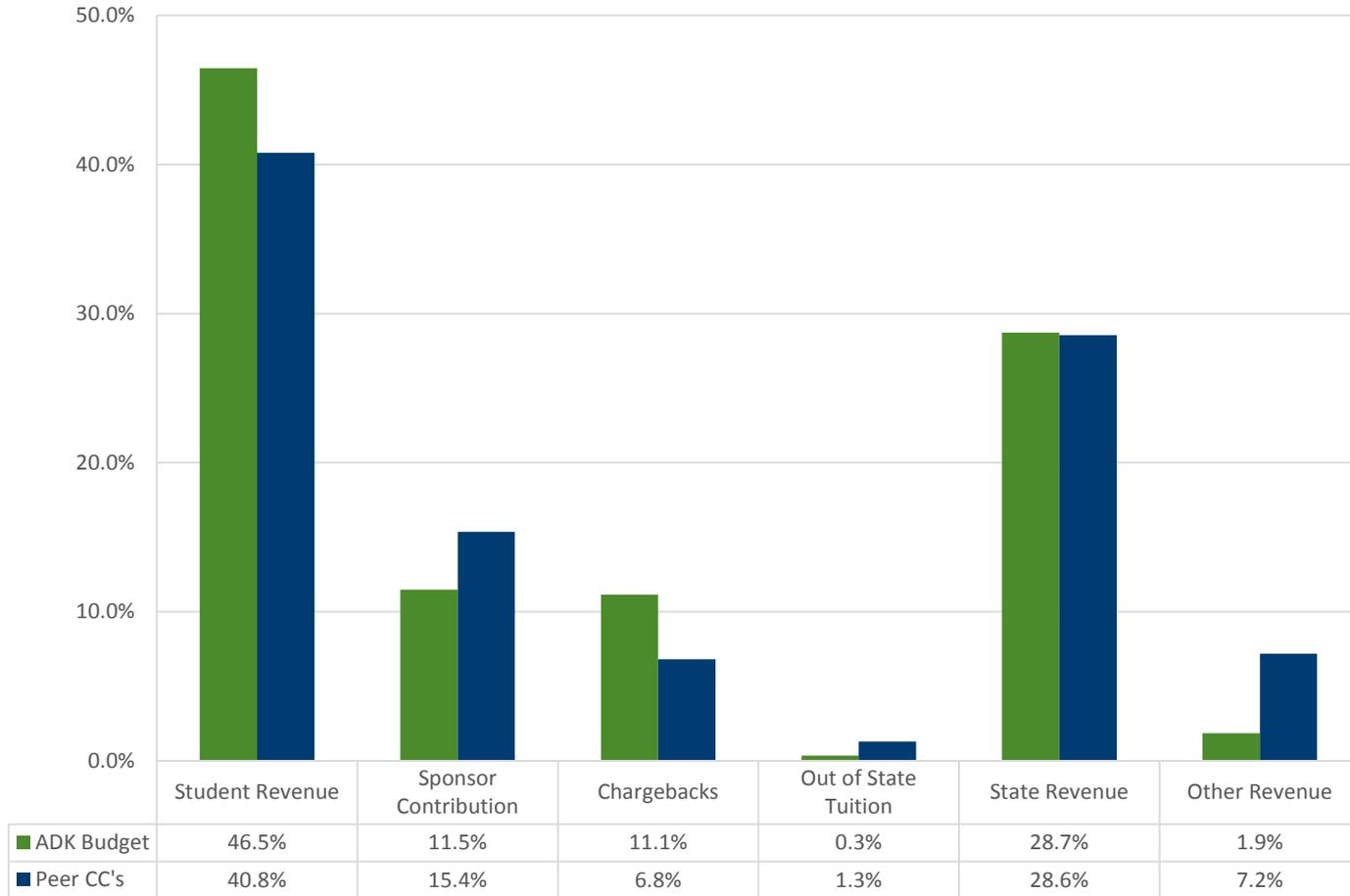
Other

Recovery of Bad Debt	30,000
FSA & Foundation Support of Strategic Initiatives	32,000
Other	11,000

\$9,000



Operating Revenue by Source



CHANGES IN EXPENSES:

Increase/
(Decrease)

Personnel:

Standard and Negotiated Wage Increases	\$368,000
Additions to Meet College Needs	369,000
New Externally Funded Positions	151,000
Retirement Savings	(186,000)
Deferrals of Approved Positions in 2015-16	(135,000)
Personnel Reorganizations	(35,000)
Grant Funds to Support Personnel Costs	(227,000)

Benefits (109,000)

Equipment & Software

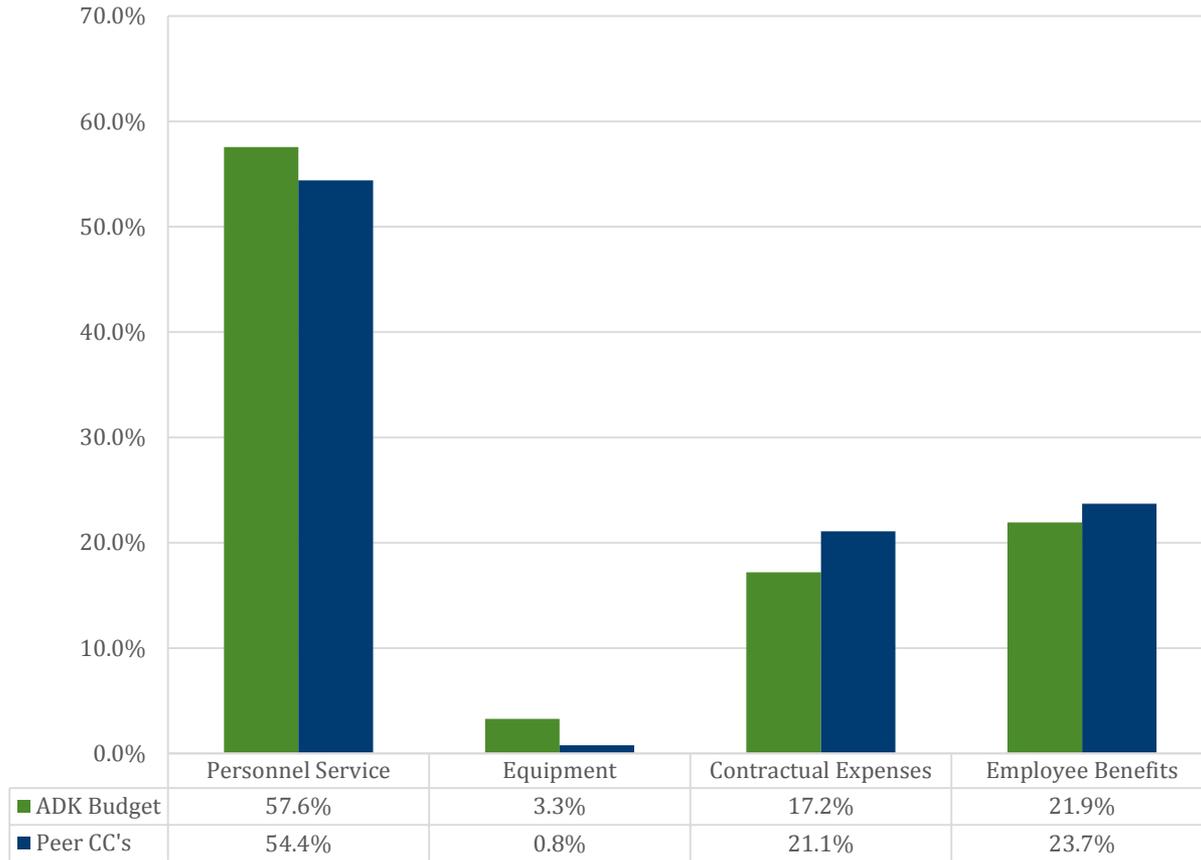
Academic Equipment	(28,000)
Classroom Equipment	(50,000)
Software	(50,000)
All Other	(42,000)

Other Expense

Printing & Advertising	(30,000)
Utilities	(145,000)
Uncollectable Accounts	50,000
All Other	108,000

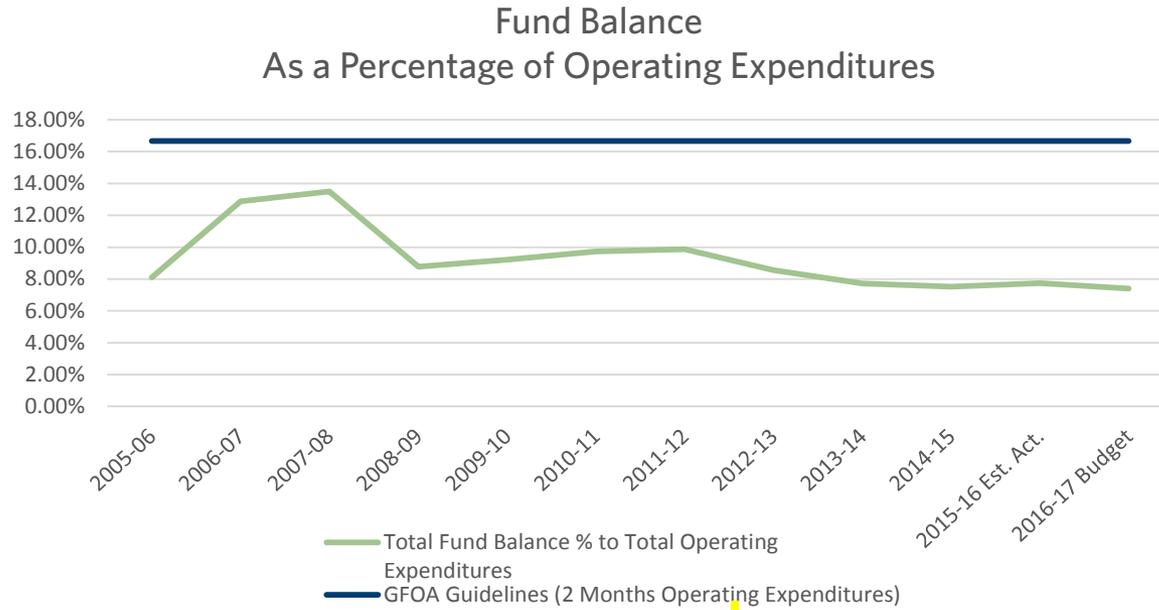
\$9,000

Operating Expenditures by Category



CHANGE IN FUND BALANCE:

2016 - 2017 Budgeted Appropriation \$0
 2016 - 2017 Projected Fund Balance: \$2,169,903



CHANGES IN GRANTS:

	Increase/ (Decrease)
Health Professions Opportunity Grant	\$350,000
Educational Opportunity Program	144,000
All Other	<u>66,000</u>
	\$560,000



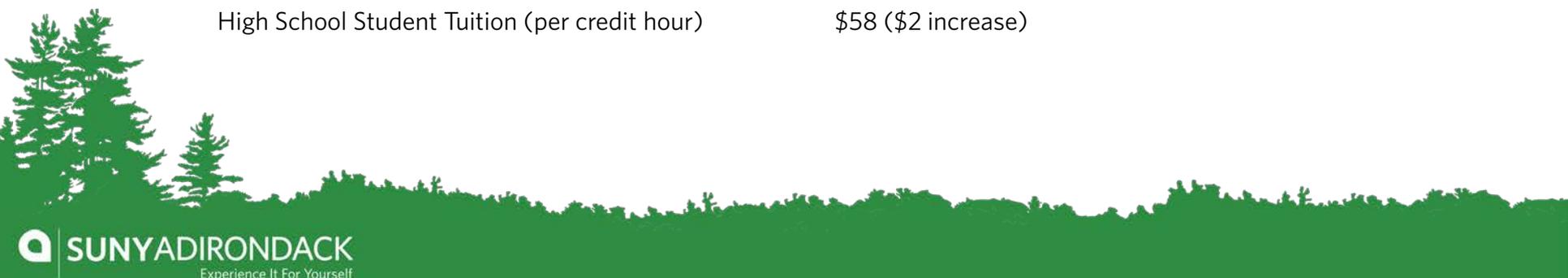
BUDGET PARAMETERS

State Aid:

State Aid Rate	\$2,697 per FTE (\$100 increase)
Budgeted State Aidable FTE	2,786.0 (77.0 FTE decrease)
Projected Funded State Aidable FTE (Greater of PY actual or 3 year weighted average)	2,913.5 (93.5 FTE decrease)
Rental Aid	40% (2% decrease)

Tuition Rate:

Full-Time Student Resident (per semester)	\$2,088 (\$96 increase)
Full-Time Student Non-Resident (per semester)	\$4,176 (\$192 increase)
Full-Time Student Resident (per academic year)	\$4,176 (\$192 increase)
Full-Time Student Non-Resident (per academic year)	\$8,352 (\$384 increase)
Part-Time Student Resident (per credit hour)	\$174 (\$8 increase)
Part Time Student Non-Resident (per credit hour)	\$348 (\$16 increase)
High School Student Tuition (per credit hour)	\$58 (\$2 increase)



BUDGET PARAMETERS CONT.

Sponsors' Contribution (2% Increase)*:

Warren County \$1,929,629; 57% (\$37k increase)

Washington County \$1,432,577; 43% (\$28k increase)

*Split based on Fall 2014 actual enrollments

Non-Sponsors' Contribution:

Chargeback Rate \$2,570 per FTE (\$630 increase)

Peer Community Colleges:

SUNY Adirondack's "peer" community colleges are Cayuga, Corning, Herkimer, Jamestown, Jefferson, Schenectady and Ulster. This group was identified as all NYS community colleges with a +/- 10% variance from SUNY Adirondack in various categories such as FTE, operating expenses, and total revenue.



IN SUMMARY...

SUNY Adirondack is asking our Sponsors to approve our 2016-17 Operating Budget (including Grants) of \$30,396,009

Sponsors' Contribution (2% Increase)*

Warren County \$1,929,629; 57% (\$37,836)

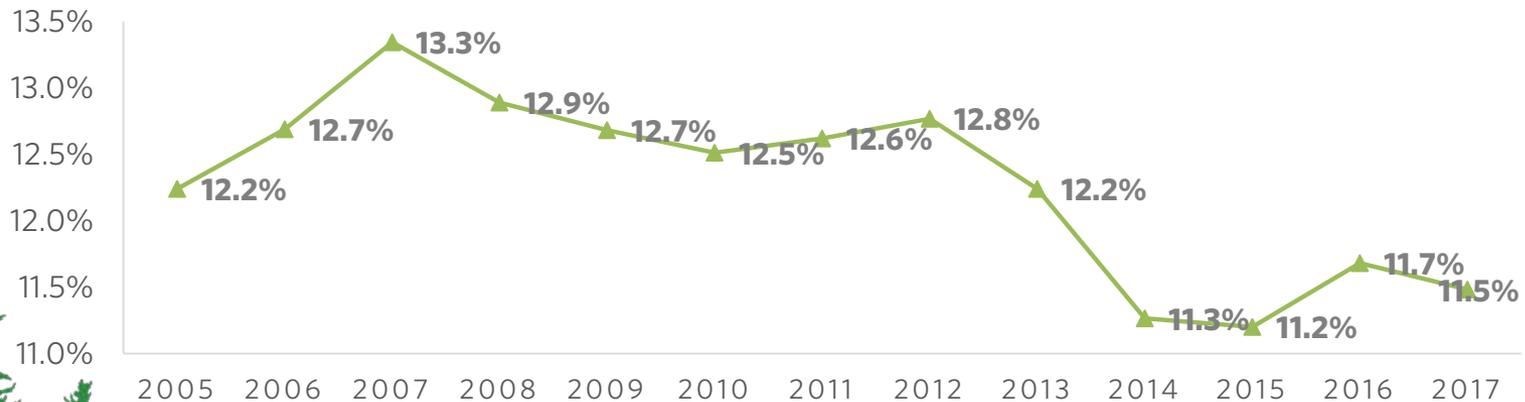
Washington County \$1,432,577; 43% (\$28,090)

*Split based on Fall 2014 actual enrollments

Total Sponsors' Contribution: 11.5% of Operating Revenue

Our Peer Community Colleges Sponsors' 15.4% of Operating Revenue

SPONSORS' CONTRIBUTION % OF OPERATING REVENUE



Questions?

