



Shawnee Community College

Annual Budget

State of Illinois – Community College District 531

July 1, 2018 – June 30, 2019

Prepared By:

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FY2019
OPERATING FUNDS
RESOURCE ASSUMPTIONS

1. Presently, the College is anticipating beginning cash of approximately \$13,200,000 in FY19, which includes approximately \$5,625,000 in bond proceeds.
2. Local tax revenues are currently projected to be \$1,833,636. This amount is based on actual equalized assessed valuation for all counties with the college district and actual historical collections.
3. State revenue sources from ICCB base credit hour grants and equalization grants totals \$4,371,660 based on the actual revenue allocation from the state for FY19. This is a decrease of approximately \$110,000 from FY18. In addition, anticipated revenue from the ICCB vocational grant in FY19 is \$114,336, which is level with the FY18 allocation.
4. Based on the most current collection data available and historical analysis regarding these tax payments, Corporate Personal Property Replacement Tax (CPPRT) is estimated to be \$460,542 in FY19.
5. Student tuition and fees are anticipated to be \$4,922,700 for FY19. Enrollment is projected to be level with FY18. This projection includes the spring 2018 board approved technology fee increase of \$5 per credit hour, which is an increase of \$208,209.
6. Other sources of revenue which include, interest income, facilities' revenue, traffic safety fees, business and industry seminar fees, community service revenue, and other grant administrative fees are expected to total \$347,200 during FY19.
7. Budgeted transfers include \$164,000 from auxiliary enterprise fund, \$31,000 for interest from the working cash fund and \$2,396,029 for bond revenue transfers from the education fund (Fund 1) to the operations and maintenance fund (Fund 2).
8. Budgeted resources are \$12,245,074 for FY19 from all sources. This is significantly lower than the FY18 budgeted revenue due mainly to the issuance of approximately \$6 million in bonds during FY18.

FY2019
OPERATING FUNDS
EXPENDITURE ASSUMPTIONS

1. The salaries line includes \$539,000 of one-time bond expenditures and \$70,500 for Full Time Faculty raises per the collective bargaining agreement. Staff salary adjustments will be considered once the compensation study is complete.
2. Employee benefit costs include \$50,000 of one-time bond expenditures and a reduction of approximately \$60,000 from health insurance savings due to the switch to the fully insured market.
3. Contractual services decreased \$64,488 due to the reduction in contractual services needed for the New ERP contract.
4. The budget for general supplies and materials for FY19 is the same as FY18 actual expenditures.
5. Conference & meeting expense increased \$56,477 which includes \$25,000 of bond funds for professional development and the remaining amount is for normal budgeted local travel and conferences that was not expended in FY18 that might be spent in FY19.
6. Fixed charges increased approximately \$15,500 which includes \$11,500 increase for Anna Extension Center shared maintenance cost per the existing rental agreement and \$4,000 increase for installment payments for lease agreements on copiers.
7. Utilities increased \$45,226 to cover increased utility costs campus wide and to add utilities cost for the Cairo Center.
8. Capital Outlay increased by \$2,855,631 that includes an increase of \$3,216,989 for various equipment/capital upgrades from bond funds and an offsetting decrease due to one-time expenditures in FY18 and budget reductions due to zero based budgeting.
9. Scholarships and waivers have decreased by \$122,491 over FY18 actual expenditures. This decrease is a reflection of the changes in the scholarship book to ensure most institutional scholarships do not include fees since fees are a direct cost to the college and of the reallocation of unused scholarships to volleyball.
10. Provision for contingency in the education fund is \$0. Provision for contingency in the operations & maintenance fund for FY19 is \$50,000. These amounts are level as compared to last year.
11. The budgeted transfers include \$565,443 to the auxiliary enterprise fund to support athletics and student organizations. This includes funding for the reestablishment of the volleyball team including the reallocation of scholarship dollars to volleyball.

Shawnee Community College
Operating Funds - Budget Summary

Operating Fund			
Revenue		12,245,074	
Expenses		<u>(16,232,563)</u>	
	Difference		(3,987,489)
One Time Budgeted Expenditures			
Remaining Colleague Contract		106,500	
Bond expenditures		3,830,989	
Contingency		<u>50,000</u>	
	Total One Time Expenditures		<u>3,987,489</u>
Expected change in operating fund balance less			
one time budgeted expenditures			<u>0</u>

Summary of Fiscal Year 2018-19 Budget by Fund

	General		Special Revenue		
	Education Fund	Operations and Maintenance Fund	Restricted Purposes Fund	Audit Fund	Liability, Protection and Settlement Fund
Beginning Balance	\$11,150,000	\$2,050,000	\$0	\$48,000	\$1,175,000
Budgeted Revenue	10,862,024	1,188,050	5,310,694	32,000	829,000
Budgeted Expenditures	(12,033,041)	(3,634,079)	(5,310,694)	(32,000)	(829,000)
Budgeted Transfers from (to) Other Funds*	(2,766,472)	2,396,029			
Budgeted Ending Balance	\$7,212,511	\$2,000,000	\$0	\$48,000	\$1,175,000

	Debt Service	Capital Projects	Proprietary Fund
	Bond and Interest Fund	Operations and Maintenance Fund (Restricted)	Auxiliary Enterprises Fund
Beginning Balance	\$325,000	\$715,000	\$370,000
Budgeted Revenue	1,682,078	250,500	612,000
Budgeted Expenditures	(1,682,078)	(692,781)	(1,146,443)
Budgeted Transfers from (to) Other Funds			401,443
Budgeted Ending Balance	\$325,000	\$272,719	\$237,000

The official budget which is accurately summarized in this document was approved on _____.

Attest: _____
Secretary, Board of Trustees

Summary of Fiscal Year 2018-19 Estimated Revenues

District: Shawnee Community College

District No: 531

Year Ended: June 30, 2019

<u>Operating Revenues by Source</u>	<u>Education Fund</u>	<u>Operations and Maintenance Fund</u>	<u>Total Operating Funds</u>
Local government:			
Current taxes	\$1,236,636	\$597,000	\$1,833,636
Chargeback revenue			
TOTAL LOCAL GOVERNMENT	\$1,236,636	\$597,000	\$1,833,636
State government:			
ICCB Credit Hour Grants	\$980,620	\$402,400	\$1,383,020
ICCB Equalization Grants	2,988,640		2,988,640
State Board of Education- Vocational Education	114,336		114,336
Corporate Personal Property Replacement Tax	322,392	138,150	460,542
TOTAL STATE GOVERNMENT	\$4,405,988	\$540,550	\$4,946,538
Student Tuition and Fees:			
Tuition	\$4,264,950		\$4,264,950
Fees	657,750		657,750
TOTAL TUITION AND FEES	\$4,922,700		\$4,922,700
Other sources:			
Sales and Service Fees	\$102,100		\$102,100
Facilities revenue		50,000	50,000
Investment revenue	60,000		60,000
Other sources	134,600	500	135,100
TOTAL OTHER SOURCES	\$296,700	\$50,500	\$347,200
TOTAL REVENUE	\$10,862,024	\$1,188,050	\$12,050,074
TRANSFERS	(2,201,029)	2,396,029	195,000
TOTAL BUDGETED REVENUE	\$8,660,995	\$3,584,079	\$12,245,074
Less non-operating items*:			
Tuition chargeback revenue	\$0		\$0
ADJUSTED REVENUE	\$8,660,995	\$3,584,079	\$12,245,074

*Inter-district revenues that do not generate related local district credit hours are subtracted to allow for statewide comparisons.

Summary of Fiscal Year 2018-19 Operating Budgeted Expenditures

<u>By Program</u>	Education Fund	Operations and Maintenance Fund	Total Operating Funds	%
Instruction	\$5,286,761		\$5,286,761	32.57%
Academic Support	394,221		394,221	2.43%
Student Services	1,153,977		1,153,977	7.11%
Public Services	141,015		141,015	0.87%
Operation & Maint. of Plant		3,634,079	3,634,079	22.39%
Institutional Support	3,009,067		3,009,067	18.54%
Scholarship, Student Grants, & Waivers	<u>2,048,000</u>		<u>2,048,000</u>	12.62%
Total Expenditures	12,033,041	3,634,079	15,667,120	
TRANSFERS	565,443		565,443	3.48%
Total Budgeted Expenditures	<u>\$12,598,484</u>	<u>\$3,634,079</u>	<u>\$16,232,563</u>	<u>100%</u>
ADJUSTED EXPENDITURES	<u>\$12,598,484</u>	<u>\$3,634,079</u>	<u>\$16,232,563</u>	
<u>By Object</u>				
Salaries	\$6,731,936	\$164,800	\$6,896,736	42.49%
Employee Benefits	606,213	\$16,282	622,495	3.83%
Contractual Services	839,368	\$383,215	1,222,583	7.53%
General Materials & Supplies	512,008	\$65,847	577,855	3.56%
Conference & Meeting Expense	145,396	\$0	145,396	0.90%
Fixed Charges	123,660	\$0	123,660	0.76%
Utilities	56,300	\$551,906	608,206	3.75%
Capital Outlay	970,040	\$2,402,029	3,372,069	20.77%
Other	2,048,120	\$0	2,048,120	12.62%
Provision for Contingency		<u>\$50,000</u>	<u>50,000</u>	0.31%
Total Expenditures	12,033,041	3,634,079	15,667,120	
TRANSFERS	565,443		565,443	3.48%
Total Budgeted Expenditures	<u>\$12,598,484</u>	<u>\$3,634,079</u>	<u>\$16,232,563</u>	<u>100%</u>
ADJUSTED EXPENDITURES	<u>\$12,598,484</u>	<u>\$3,634,079</u>	<u>\$16,232,563</u>	

Fiscal Year 2018-19 Budgeted Expenditures

<u>Education Fund</u>	<u>Appropriations</u>	<u>Totals</u>
INSTRUCTION		
Salaries	\$4,029,421	
Employee Benefits	291,280	
Contractual Services	133,738	
General Materials & Supplies	166,491	
Conference & Meeting Expense	31,955	
Fixed Charges	75,960	
Utilities	35,300	
Other	120	
Capital Outlay	522,496	
		\$5,286,761
ACADEMIC SUPPORT		
Salaries	\$280,236	
Employee Benefits	14,932	
Contractual Services	37,400	
General Materials & Supplies	47,873	
Conference & Meeting Expense	3,600	
Utilities	0	
Capital Outlay	10,180	
		394,221
STUDENT SERVICES		
Salaries	\$827,363	
Employee Benefits	105,703	
Contractual Services	87,805	
General Materials & Supplies	88,638	
Conference & Meeting Expense	18,468	
Utilities	0	
Other	0	
Capital Outlay	26,000	
		1,153,977
PUBLIC SERVICES/CONTINUING EDUCATION		
Salaries	\$108,064	
Employee Benefits	8,451	
Contractual Services	4,550	
General Materials & Supplies	16,350	
Conference & Meeting Expense	900	
Fixed Charges	2,700	
Utilities	0	
		141,015
INSTITUTIONAL SUPPORT		
Salaries	\$1,486,852	
Employee Benefits	185,847	
Contractual Services	575,875	
General Materials & Supplies	192,656	
Conference & Meeting Supplies	90,473	
Fixed Charges	45,000	
Utilities	21,000	
Other	0	
Provision for Contingency	0	
Capital Outlay	411,364	
		3,009,067
SCHOLARSHIPS, STUDENT GRANTS, AND WAIVERS		
Other	\$2,048,000	
		2,048,000
TRANSFERS		
GRAND TOTAL		565,443
		\$12,598,484

Fiscal Year 2018 -19 Budgeted Expenditures

<u>Operations and Maintenance Fund</u>	<u>Appropriations</u>	<u>Totals</u>
OPERATION AND MAINTENANCE OF PLANT		
Salaries	\$164,800	
Employee Benefits	16,282	
Contractual Services	383,215	
General Materials & Supplies	65,847	
Conference & Meeting Expense	0	
Fixed Charges	0	
Utilities	551,906	
Provision for Contingency	50,000	
Capital Outlay	2,402,029	
Other	0	
		<u>\$3,634,079</u>
GRAND TOTAL		<u><u>\$3,634,079</u></u>

Fiscal Year 2018-19 Budgeted Revenues

<u>Operations and Maintenance Fund-Restricted</u>	<u>Revenues</u>	<u>Totals</u>
Local Governmental Sources:		
Current Taxes	\$250,000	
Other Sources		
Investment Revenue	\$500	
GRAND TOTAL		<u><u>\$250,500</u></u>

Fiscal Year 2018-19 Budgeted Expenditures

<u>Operations and Maintenance Fund-Restricted</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Capital Outlay	\$637,781	
Contractual Services	\$55,000	
GRAND TOTAL		<u><u>\$692,781</u></u>

Fiscal Year 2018-19 Budgeted Revenue

<u>Bond and Interest Fund</u>	<u>Revenues</u>	<u>Totals</u>
Local Government Sources:		
Current Taxes	\$1,682,078	\$1,682,078
GRAND TOTAL		<u>\$1,682,078</u>

Fiscal Year 2018-19 Budgeted Expenditures

<u>Bond and Interest Fund</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Bond Principal Retired	1,640,000	
Bond Interest	42,078	\$1,682,078
GRAND TOTAL		<u>\$1,682,078</u>

Fiscal Year 2018-19 Budgeted Revenues

<u>Auxiliary Enterprises Fund</u>	<u>Revenues</u>	<u>Totals</u>
Other Sources:		
Sales and Service Fees	\$612,000	\$612,000
TRANSFERS		565,443
GRAND TOTAL		\$1,177,443

Fiscal Year 2018-19 Budgeted Expenditures

<u>Auxiliary Enterprises Fund</u>	<u>Appropriations</u>	<u>Totals</u>
INDEPENDENT OPERATIONS		
Salaries	\$175,317	
Employee Benefits	11,919	
Contractual Services	65,451	
General Materials & Supplies	474,455	
Conference & Meeting Expense	40,015	
Fixed Charges	30,000	
Utilities	0	
Capital Outlay	2,000	
Provision for Contingency	0	
Other	347,286	\$1,146,443
TRANSFERS		164,000
GRAND TOTAL		\$1,310,443

Fiscal Year 2018-19 Budgeted Revenues

<u>Restricted Purposes Fund</u>	<u>Revenues</u>	<u>Totals</u>
State governmental sources:		
ICCB Workforce Preparation Grant	\$0	
ICCB P-16 Initiative Grant	0	
ICCB Adult Education	147,680	
ICCB Career and Technical Education	20,000	
ICCB Innovation Grant	0	
ICCB College & Career Readiness		
ICCB Dual Credit Enhancement	0	
DCEO -Dept. of Commerce and Economic Opportunity	85,000	
Department of Corrections	0	
Other Illinois Governmental Sources	0	
	<hr/>	
TOTAL STATE GOVERNMENT		\$252,680
Federal governmental sources:		
Department of Education	5,048,014	
Department of Health and Human Services	0	
Other Federal Government Sources	10,000	
	<hr/>	
TOTAL FEDERAL GOVERNMENT		<u>5,058,014</u>
Other sources:		
Nongovernmental grants	0	
	<hr/>	
TOTAL OTHER SOURCES		<u>0</u>
 GRAND TOTAL		 <u><u>\$5,310,694</u></u>

Fiscal Year 2018-19 Budgeted Expenditures

<u>Restricted Purposes Fund</u>	<u>Appropriations</u>	<u>Totals</u>
STUDENT SERVICES		
Salaries	\$170,420	
Employee Benefits	56,027	
Contractual Services	9,726	
General Materials & Supplies	3,706	
Conference & Meeting Expense	15,600	
Capital Outlay	1,100	
Other	44,050	
		\$300,629
 INSTITUTIONAL SUPPORT		
Salaries	\$449,597	
Employee Benefits	78,479	
Contractual Services	28,468	
General Materials & Supplies	77,021	
Conference & Meeting Expense	63,931	
Fixed Charges	0	
Utilities	0	
Capital Outlay	11,784	
Other	26,785	
		736,065
 SCHOLARSHIP, STUDENT GRANTS, AND WAIVERS		
Financial Aid	\$4,274,000	
		4,274,000
 GRAND TOTAL		 <u>\$5,310,694</u>

Fiscal Year 2018-19 Budgeted Revenues

<u>Audit Fund</u>	<u>Revenues</u>	<u>Totals</u>
Local Government Sources		
Current taxes	<u>\$32,000</u>	\$32,000
GRAND TOTAL		<u><u>\$32,000</u></u>

Fiscal Year 2018-19 Budgeted Expenditures

<u>Audit Fund</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Contractual Services	\$32,000	
Provision for Contingency	<u>\$0</u>	\$32,000
GRAND TOTAL		<u><u>\$32,000</u></u>

Fiscal Year 2018-19 Budgeted Revenues

<u>Liability Protection and Settlement Fund</u>	<u>Revenues</u>	<u>Totals</u>
Local Government Sources		
Current Taxes	\$829,000	\$829,000
 GRAND TOTAL		 <u>\$829,000</u>

Fiscal Year 2018-19 Budget Expenditures

<u>Liability Protection and Settlement Fund</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Employee Benefits	240,000	
Contractual Services	280,000	
Fixed Charges	9,000	
General Materials & Supplies	250,000	
Other	50,000	
	<u> </u>	\$829,000
 GRAND TOTAL		 <u>\$829,000</u>