

Coastal Bend College



2018-2019

ANNUAL BUDGET



GOVERNANCE

<u>Board of Trustees</u>	<u>Term Expiration</u>	<u>Title</u>
Carroll W. Lohse	2024	Chair
George P. "Trace" Morrill III	2022	Vice- Chair
Victor Gomez	2022	Secretary
Jeff Massengill	2020	Trustee
Dela Cagle Castillo	2020	Trustee
Martha Warner	2022	Trustee
Taylor Tomlin	2024	Trustee

Administration

Beatriz T. Espinoza	President
Shannon McCarron	Vice President Strategic Planning & Administration
Carry DeAtley	Vice President, Instruction & Economic Development
Guadalupe Ganceres	Executive Dean, Student Services
Julia T. Garcia	Dean, Workforce Training
Zachary Suarez	Dean, Academics
Miguel Aguilar	Director, Institutional Effectiveness & Accreditation
Kevin Behr	Director, Public Safety
Jacinto Colmenero	Director, Facilities
Madeline Madden	Executive Director, CBC Foundation
Audrey Ramirez	Human Resources Manager
Amador Ramirez	Director, Information Technology



Mission Statement

Coastal Bend College is a student-centered community college committed to delivering superb educational and life enriching opportunities to its students and the communities it serves.

Strategic Goals

1. Offer a quality educational experience for all students.
2. Provide comprehensive student services to increase overall student success.
3. Engage students and staff in support of our communities.
4. Effectively and efficiently use resources to benefit our students.

Annual Goals

- Successful completion of the 5th year interim SACSCOC report
- Reach a full-time 6-year graduation rate of 50% in 5-8 years
- Establish a college dashboard to ensure focus on student success
- Continue to strengthen the financial stability of the college by reviewing programs and services from a ROI perspective
- Continue to contribute \$1m to Fund Balance
- Expand online learning- develop a guaranteed 2-year degree and formalized recruitment plan
- Develop plan to enhance the College's leadership and climate by engaging the external community and employee groups related to strategic priorities
- Conduct an annual climate survey with CBC employees
- Create and develop community partnerships

2018-19 Budget Overview

The 2017-18 operating budget was built on the following assumptions:

1. State Appropriations remain flat due to 2nd year of Legislative Biennium.
2. No increase in tuition or fees.
3. Slight decrease in property tax revenue although the tax rate remained flat.
4. Streamlined course fees to ensure they align with the student's course consumable supplies only.
5. Developed Instructional Technology Cost Center to properly reflect and measure the College's annual investment in instructional technology, which includes, but not limited to software, licenses, and equipment.

FY 2018-19 PLANNING & BUDGET CALENDAR

SEPTEMBER	<p>Board sets and adopts M&O, I&S Tax Rates</p> <p>Fall Employee In-Service</p> <p>Board reviews and revises Local Policy (if needed)</p> <p>Board attends ACCT</p> <p>FY 2019 Budget opens in Colleague; Budget Managers review for accuracy</p>
OCTOBER	<p>Budget Managers begin annual Program Review Process</p> <p>Board considers approval of revisions to course fees for Spring 2019</p>
NOVEMBER	<p>Board considers approval of 2018 certified annual tax roll by County Tax Assessor's Office</p> <p>Annual Wildlife Calendar Reception</p>
DECEMBER	<p>Annual Audit presented to Board for Review and Approval</p> <p>FY 2017-18 Annual Investment Report presented to Board</p> <p>First Quarter Investment Report presented to Board as required by PFIA</p> <p>Annual SACSCOC Meeting</p> <p>Board considers approval of 2019-20 Academic Calendar</p> <p>Program Reviews due to area Vice President</p> <p>CBC Beeville hosts annual Evening with Santa</p> <p>Fall CBC Professional Nurse Pinning and Candle Lighting Ceremony</p>
JANUARY	<p>86th State Legislative Session Convenes</p> <p>Scheduling of annual budget sessions for FY2019-20 begin</p> <p>Board considers approval of revisions to tuition and fees for 2019-20</p> <p>Board sets 2019 annual strategic goals</p> <p>Spring term begins</p>
FEBRUARY	<p>Annual Budget Sessions: Mid-year review and 2019-20 build begins</p> <p>ACCT National Legislative Summit</p> <p>Spring Employee In-Service</p>
MARCH	<p>Second Quarter Investment Report presented to Board as required by PFIA</p> <p>FY 2019-20 Contracts presented to Board for review and approval</p> <p>Board attends BOTI</p> <p>President's Leadership Team reviews and prioritizes Annual Funding Requests based on Program Review results</p>
APRIL	<p>Spring Fest at Campus Sites</p> <p>Student Award Banquets</p>
MAY	<p>86th State Legislative Session Adjourns (Assuming no Special Sessions)</p> <p>FY2019-2020 Revenue Assumptions are complete</p> <p>Spring Professional Nurse Pinning and Candle Lighting Ceremony</p>
JUNE	<p>Annual Planning & Budget Workshop</p> <p>Board considers possible approval of FY2019-20 Annual Operating Budget</p> <p>Third Quarter Investment Report presented to Board as required by PFIA</p>
JULY	<p><i>No regular session scheduled.</i></p>
AUGUST	<p>Board considers action to approve Proposed Tax Rate, Planning Calendar & Schedule Public Hearings</p> <p>Certification of Debt Collection Rate for 2018 Tax Year/Statement of Excess for 2018</p> <p>Cougar Days- Student Orientation at Campus Sites</p> <p>Fall Term Begins.</p>

FY 2018-19 Annual Operating Budget

Functional Areas/Departments	FY 19 Orig Budget	1718 Budget	Variance
Revenue			
Ad Valorem Taxes	\$ 2,870,299	\$ 3,029,251	\$ (158,952)
State Appropriations	\$ 7,164,841	\$ 7,164,843	\$ (2)
Tuition & Fees	\$ 11,129,373	\$ 10,312,355	\$ 817,018
Facilities Rental	\$ 181,000	\$ 202,000	\$ (21,000)
Indirect Costs	\$ 75,000	\$ 83,000	\$ (8,000)
Miscellaneous Income	\$ 77,350	\$ 78,600	\$ (1,250)
Auxiliary-Bookstore Commissions	\$ 100,000	\$ 100,000	\$ -
Auxiliary-Campus Housing Revenue	\$ 770,000	\$ 774,900	\$ (4,900)
Auxiliary-Child Care Center Revenue	\$ 155,000	\$ 155,000	\$ -
Auxiliary-Managed Printing Revenue	\$ 65,000	\$ 29,694	\$ 35,306
Auxiliary- Student ID Cards	\$ 5,600	\$ 800	\$ 4,800
Auxiliary-Student Activities	\$ 11,250	\$ 25,900	\$ (14,650)
Auxiliary- Vending Income	\$ 11,000	\$ 10,000	\$ 1,000
Revenue Total	\$ 22,615,713	\$ 21,966,343	\$ 649,370
Expense			
College Reserves	\$ 225,000	\$ 208,719	\$ 16,281
Contribution to Reserves	\$ 1,000,000	\$ 1,000,000	\$ -
Provision- COLA Set Aside	\$ 200,000		\$ 200,000
Provision- SACS Incentive	\$ 350,000	\$ 350,000	\$ -
Provision- 60x30TX	\$ 125,000	\$ -	\$ 125,000
Provision- Technology	\$ 171,513	\$ -	\$ 171,513
Provision- Instructional Furniture Upgrades	\$ 175,000	\$ -	\$ 175,000
Provisions/Reserves Total	\$ 2,246,513	\$ 1,558,719	\$ 687,794
Academic Support			
Distance Learning	\$ 82,258	\$ 88,040	\$ (5,782)
Dual Enrollment	\$ 136,473	\$ 138,754	\$ (2,281)
Library	\$ 258,135	\$ 260,052	\$ (1,917)
Academic Support Total	\$ 476,866	\$ 486,846	\$ (9,980)
Institutional Support			
Administrative Services	\$ 119,000	\$ 112,430	\$ 6,570
Board of Trustees	\$ 60,000	\$ 61,000	\$ (1,000)
Business Services	\$ 404,469	\$ 374,948	\$ 29,521
Campus Sites	\$ 359,684	\$ 346,207	\$ 13,477
Computer Programming	\$ 528,578	\$ 812,426	\$ (283,848)
Foundation	\$ 167,577	\$ 170,221	\$ (2,644)
Human Resources	\$ 141,476	\$ 126,240	\$ 15,236
Information Technology Services	\$ 543,019	\$ 771,726	\$ (228,707)
Institutional Effectiveness	\$ 91,500	\$ 90,114	\$ 1,386
Institutional Expenses	\$ 2,998,145	\$ 2,873,082	\$ 125,063
President's Office	\$ 361,419	\$ 361,409	\$ 10
Print & Mail	\$ 72,478	\$ 75,697	\$ (3,219)
Professional Development	\$ 132,500	\$ 57,001	\$ 75,499
Public Relations	\$ 238,712	\$ 204,080	\$ 34,632
SACS	\$ 23,500	\$ 17,150	\$ 6,350
Title IX	\$ 9,000	\$ 8,978	\$ 22

FY 2018-19 Annual Operating Budget

Functional Areas/Departments	FY 19 Orig Budget	1718 Budget	Variance
Institutional Support Total	\$ 6,251,057	\$ 6,462,709	\$ (211,652)
Instruction			
Accounting	\$ 55,068	\$ 56,478	\$ (1,410)
Allied Health	\$ 141,750	\$ 144,082	\$ (2,332)
Auto Mechanics	\$ 47,950	\$ 50,575	\$ (2,625)
Biology	\$ 351,651	\$ 386,662	\$ (35,011)
Business Administration	\$ 77,855	\$ 12,480	\$ 65,375
Business Management	\$ 25,070	\$ 18,100	\$ 6,970
Business Technology	\$ 11,620	\$ 60,435	\$ (48,815)
Chemistry	\$ 12,600	\$ -	\$ 12,600
Child Development	\$ 66,625	\$ 72,752	\$ (6,127)
Computer Info. Technology	\$ 80,000	\$ 119,603	\$ (39,603)
Contingency: Overload/Adjunct	\$ 175,000	\$ 250,369	\$ (75,369)
Continuing Education	\$ 53,250	\$ 32,114	\$ 21,136
COSC Instruction	\$ 35,882	\$ 72,303	\$ (36,421)
Cosmetology	\$ 281,552	\$ 273,464	\$ 8,088
Criminal Justice	\$ 88,503	\$ 115,989	\$ (27,486)
Dental Hygiene	\$ 418,718	\$ 405,051	\$ 13,667
Developmental English	\$ 42,349	\$ 79,935	\$ (37,586)
Developmental Math	\$ 117,531	\$ 115,171	\$ 2,360
Drafting	\$ 68,038	\$ 60,938	\$ 7,100
Economics	\$ 77,358	\$ 49,829	\$ 27,529
Education	\$ 3,600	\$ -	\$ 3,600
English	\$ 276,005	\$ 301,963	\$ (25,958)
Foreign Languages	\$ 53,687	\$ 72,050	\$ (18,363)
Geography	\$ 3,600	\$ 3,600	\$ -
Geology	\$ 5,400	\$ 3,600	\$ 1,800
Government	\$ 130,302	\$ 153,299	\$ (22,997)
History	\$ 128,153	\$ 157,302	\$ (29,149)
Humanities	\$ 14,700	\$ 76,958	\$ (62,258)
Instructional Administration	\$ 479,761	\$ 484,158	\$ (4,397)
Instructional Technology	\$ 105,000	\$ -	\$ 105,000
Kinesiology	\$ 100,156	\$ 95,596	\$ 4,560
Law Enforcement	\$ 50,897	\$ 75,946	\$ (25,049)
Learning Frameworks (EDUC 1300)	\$ 153,000	\$ 126,520	\$ 26,480
Mathematics	\$ 122,263	\$ 109,053	\$ 13,210
Medical Records Specialist	\$ 68,558	\$ 65,188	\$ 3,370
Mobile Instructional Units	\$ 18,144	\$ 18,844	\$ (700)
Nursing Aid	\$ 104,600	\$ 72,900	\$ 31,700
Oil & Gas Technology	\$ 47,967	\$ 47,567	\$ 400
Performing Arts	\$ 17,220	\$ 16,240	\$ 980
Philosophy	\$ 50,500	\$ 5,400	\$ 45,100
Pre-Engineering	\$ 3,600	\$ 1,900	\$ 1,700
Psychology	\$ 144,062	\$ 150,294	\$ (6,232)
Radiology	\$ 239,040	\$ 206,350	\$ 32,690
Registered Nursing	\$ 394,318	\$ 327,293	\$ 67,025
Sociology	\$ 9,000	\$ 9,000	\$ -

FY 2018-19 Annual Operating Budget

Functional Areas/Departments	FY 19 Orig Budget	1718 Budget	Variance
Speech Communications	\$ 118,630	\$ 121,100	\$ (2,470)
TSI Boot Camp	\$ 1,400	\$ 2,210	\$ (810)
Visual Arts	\$ 134,025	\$ 140,966	\$ (6,941)
Vocational Nursing	\$ 823,868	\$ 758,603	\$ 65,265
Welding	\$ 283,520	\$ 276,912	\$ 6,608
Instruction Total	\$ 6,313,346	\$ 6,257,142	\$ 56,204
<u>Operations & Maintenance</u>			
Building Maintenance	\$ 444,313	\$ 451,942	\$ (7,629)
Custodial Services	\$ 626,812	\$ 629,603	\$ (2,791)
Grounds	\$ 187,060	\$ 172,658	\$ 14,402
Joe Hunter Field	\$ 36,000	\$ 16,650	\$ 19,350
Physical Plant	\$ 388,180	\$ 352,683	\$ 35,497
Public Safety	\$ 153,028	\$ 142,728	\$ 10,300
Soccer Field	\$ 27,000	\$ 25,000	\$ 2,000
Utilities	\$ 764,500	\$ 760,700	\$ 3,800
Vehicles	\$ 17,500	\$ 13,250	\$ 4,250
Operations & Maintenance Total	\$ 2,644,393	\$ 2,565,214	\$ 79,179
<u>Public Service</u>			
Barnhart Workshops	\$ 9,000	\$ 9,000	\$ -
Kids College	\$ 50,960	\$ 60,200	\$ (9,240)
Public Service Total	\$ 59,960	\$ 69,200	\$ (9,240)
<u>Student Services</u>			
Admissions/Registrar	\$ 199,587	\$ 207,030	\$ (7,443)
Dean, Student Services	\$ 146,451	\$ 164,824	\$ (18,373)
Financial Aid	\$ 257,416	\$ 253,216	\$ 4,200
Grants Management	\$ 30,000	\$ 10,525	\$ 19,475
Quality Enhancement Plan	\$ 13,000	\$ 13,000	\$ -
Recruitment	\$ 35,750	\$ 35,700	\$ 50
Student Development	\$ 85,725	\$ 93,618	\$ (7,893)
Student Success Center	\$ 117,100	\$ 111,172	\$ 5,928
Testing Center	\$ 138,315	\$ 129,700	\$ 8,615
Student Services Total	\$ 1,023,344	\$ 1,018,785	\$ 4,559
<u>Auxiliary</u>			
Athletics	\$ 704,434	\$ 678,604	\$ 25,830
Bee Campus	\$ 1,000	\$ 1,000	\$ -
Campus Housing	\$ 469,100	\$ 481,105	\$ (12,005)
Child Care Center	\$ 221,219	\$ 230,764	\$ (9,545)
Club Sponsor	\$ 13,400	\$ 11,000	\$ 2,400
Auxiliary Contingency	\$ 20,000	\$ 4,841	\$ 15,159
Commencement	\$ 17,000	\$ 35,500	\$ (18,500)
Phi Theta Kappa	\$ 21,400	\$ 25,200	\$ (3,800)
Simon Michael Gallery	\$ 6,150	\$ 6,000	\$ 150
Student Government	\$ 1,500		\$ 1,500
Student Life	\$ 70,926	\$ 69,031	\$ 1,895
Auxiliary Total	\$ 1,546,129	\$ 1,543,045	\$ 3,084
<u>Institutional Scholarships</u>	\$ 760,869	\$ 644,000	\$ 116,869
<u>Debt Service</u>	\$ 843,236	\$ 835,433	\$ 7,803

FY 2018-19 Annual Operating Budget

Functional Areas/Departments	FY 19 Orig Budget	1718 Budget	Variance
<u>Unexpended Plant Fund- Restricted</u>	\$ 450,000	\$ 525,250	\$ (75,250)
<i>Expense Total</i>	\$ 22,615,713	\$ 21,966,343	\$ 649,370

FY 2018-19 Grants Contracts- Restricted

Grant	FY 19 Orig Budget	FY18 Budget	Variance
2017 ATX CRSM Grant	\$ 206,000	\$ 206,000	\$ -
Carl D. Perkins	\$ 386,033	\$ 410,065	\$ (24,032)
Educational Talent Search	\$ 633,203	\$ 633,203	\$ -
Hurricane Harvey Relief Grant	\$ 17,800	\$ 17,800	\$ -
JET Grant: Welding	\$ 272,196	\$ 272,196	\$ -
Nursing Shortage Reduction	\$ 484,263	\$ 270,000	\$ 214,263
Upward Bound	\$ 403,824	\$ 403,824	\$ -
Upward Bound Rural	\$ 263,937	\$ 257,500	\$ 6,437
Total Grants & Contracts	\$ 2,667,256	\$ 2,470,588	\$ 196,668