

OWENS COMMUNITY COLLEGE
BOARD OF TRUSTEES
FINANCE COMMITTEE
May 28, 2014

A meeting of the Finance Committee was held in the President's Office conference room, Administration Hall on the Owens Community College Toledo-area Campus.

Call to Order – Trustee Ed Nagle called the meeting to order at 9:04 a.m., and directed the record to show the meeting of the Finance Committee was held in accordance with Ohio Revised Code Section 121.22, Ohio Revised Code Chapter 3358, and the policies of the Board of Trustees.

Roll Call – Roll Call was taken, and the following committee members were present: Mary Beth Hammond, Ed Nagle, Rich Rowe and Dee Talmage (4).

Attendees – The following trustees, administrators, staff and guests were in attendance for the meeting: Trustee Tom Uhler, President Mike Bower, Laurie Sabin, Natalie Jackson, Pat Jezak, Pam Beck, Jennifer Fehnrich, Jared Meade, Gail Swartz and Jack Witt.

Approval of Minutes – The minutes of the January 29, 2014 meeting were previously received, and Mr. Nagle declared the minutes are approved as submitted.

Budget Review – Ms. Sabin provided a glossary of terms for revenues, expenses and transfers. Ms. Sabin distributed a draft revised FY 2014 unrestricted general fund budget for review, which adjusted the adopted budget from 8,700 tuition-paying full-time equivalent enrollment (FTE) to 8,000 tuition-paying FTE. She highlighted the reduction in state share of instruction and decreases in items for salaries, materials/supplies and increases in items for fringe benefits and other expenses. There was discussion on revenue from agreements for post-secondary/dual enrollment. Ms. Fehnrich commented on the state's mid-biennium budget review on provisions, which includes college credit plus (dual enrollment) that is anticipated to go into conference committee. Mr. Nagle clarified bad debt expense is an accrual, and he hopes future financial statements may be able to reflect what would be anticipated for the fiscal year. Ms. Sabin commented that an operating income of \$319,283 is anticipated for the revised FY 2014 budget.

Ms. Sabin distributed a draft proposed FY 2015 unrestricted general fund budget, as compared to the draft revised FY 2014 budget. She commented that while Student Services has an FTE enrollment target, the proposed FY 2015 budgeted FTE target is more conservative. She highlighted the increase in tuition revenue due to the Board's approval in February of the tuition rate increase, effective with the summer semester. She highlighted the decreases in line items, which does not include expenses for utilities, maintenance services, information technology and insurance. She commented on developing a formula for fairly calculating expenses for departmental operations. There was discussion on the cost of sales line item. In response to a question on capital, Ms. Sabin commented that capital and related deferred maintenance will be state-funded. Ms. Sabin commented that an operating income target of \$618,632 is anticipated for the proposed FY 2015 budget.

Ms. Talmage made a motion for the Finance Committee to recommend the revised FY 2014 budget and the proposed FY 2015 budget to the Board of Trustees, which was seconded by Ms. Hammond. Following a voice vote, the motion was adopted.

Adjournment – As there was no further business to discuss, Mr. Nagle declared the meeting adjourned at 9:45 a.m.

ATTEST

Patricia M. Jezak

Secretary to the Board of Trustees

Approved 7-24-2014