



Special Board of Trustees Meeting
Building 3, Rotunda
Wednesday, June 9, 2010
3:00-5:00 p.m.

- 3:00 Call to Order, Flag Salute, Introductions** Shauna Weatherby
- Adoption of Agenda**..... Shauna Weatherby **Tab 1**
Action
- 3:05 Trustees' Honorarium** Bruce Lachney
- 3:15 Review FY 2010-11 Budget**..... John Walstrum & Kathy Yost **Tab 2**
Tab 3
Tab 4
Tab 5
- 4:40 Public Comments** Shauna Weatherby
- 4:50 Adoption** of the FY 2010-11 Annual Budget..... Shauna Weatherby
Action
- 4:55 Adjournment** Shauna Weatherby
All Board meetings will be recorded.



4500 Steilacoom Boulevard S W
Lakewood, WA 98499-4098

May 28, 2010

Ladies and Gentlemen:

Attached for your review is the proposed fiscal year 2010-2011 operating budget for Clover Park Technical College (Attachment 1). This budget proposal was developed using state general fund base allocation information provided by the State Board for Community and Technical Colleges, Finance and Budget estimates for operating fees, tuition, student fee revenues, and the college's estimated operating expenditures.

Tuition revenue projections are conservatively based on enrollment levels remaining comparable with the 2008-2009 fiscal year, rather than the record enrollment levels of today.

The legislature authorized a 7% increase for tuition and allowed for each college to determine their increase in tuition up to 7%. We opted to raise our tuition and existing fees across the board by the allowed 7% and implemented individual program fees for those programs that use labs or large quantities of consumables.

Due to Washington State fiscal matters, cost of living increases for all college staff are not provided nor approved by the legislature.

At the end of March, the Vice Presidents were provided with salary and benefits and non employee related costs (NERC) base budget reports to review and modify to ensure that all permanent positions, part time salary and NERC were accurately represented in the general fund, operating fund, and local fund base. To help offset the \$1,319,719 cut (Attachment 2) to the College's base budget, the College implemented a seven percent cut to goods, services and travel (Attachment 3) effective July 1.

The first page of the SFY 2011 proposed annual operating budget is the summary page and includes estimates for the operating funds of the college (state allocated general base 001, local fund 148, and tuition and fee fund 149), grants/contracts, bookstore, parking, childcare center, and student center COP payment funding. I have included comments to help describe the content of the numbers shown.

This draft budget is being submitted to allow you time for review before the June 9th Board of Trustees meeting. I am available to each of you for any questions or to provide further detail you may need before the meeting. Please feel free to call me at 253.589.5602. I look forward to discussing the draft budget with you.

Sincerely,

Kathy D. Yost, MBA
Interim Vice President for Finance and Budget

**CLOVER PARK TECHNICAL COLLEGE
PRELIMINARY ANNUAL BUDGET 2010-2011
JULY 2010**

Comment boxes are used for clarification

SUMMARY OF REVENUE AND EXPENDITURES BY FUND

FUND TITLE	REVENUES	EXPENDITURES	
001 State General Base	\$18,791,194	\$18,791,194	\$0
148 Local Dedicated	\$2,949,521	\$2,949,521	\$0
148 Self Support & Job Account	\$984,212	\$947,475	\$36,737
149 Local General (Tuition Revenue)	\$7,436,779	\$7,436,779	\$0
<i>Operating Budget</i>	\$30,161,706	\$30,124,969	\$36,737
145 Grants/Contracts	\$3,179,149	\$3,012,278	\$166,871
524 Bookstore	\$1,541,415	\$1,538,647	\$2,768
528 Parking	\$95,000	\$92,128	\$2,872
570 Auxiliary Enterprise (Child Care Center)	\$794,665	\$794,665	\$0
FUND TOTAL	\$35,771,935	\$35,562,687	\$172,511

Excludes 522,600 WRT Financial Aid

operating fees + ASG Stu Ctr trsfr + \$1.5 M excess enrollment + auxiliary transfers for day care payment

Lid & portion Stu Ctr COP + \$1M PT Pool

SUMMARY OF OPERATING EXPENDITURES BY DIVISION

DIVISION	AMOUNT
PRESIDENT	\$808,241
FINANCE & BUDGET	\$2,928,644
STUDENT SERVICES	\$2,969,967
INSTRUCTION	\$16,453,743
COLLEGE RELATIONS/RESOURCE DEV	\$513,828
HUMAN RESOURCES	\$403,255
OPERATIONS & FACILITIES	\$5,099,829
SELF-SUPPORT & JOB ACCOUNT	\$947,475
<i>Operating Budget</i>	\$30,124,982

STUDENT CENTER COP ANNUAL PAYMENT

\$1,096,433

IDENTIFIED SOURCES:

DEDICATED STUDENT FEES	-\$400,000
% pd by 101 funds (square footage calc) classroom space	-\$180,361
CITY OF LAKEWOOD FACILITY RENTAL	-\$101,850
PREVIOUS LEASED SPACE 'SWAP'	-\$108,000
OPERATING FUNDS	\$306,222

CPTC:
Amount that must come from our operating funds this year; it is already included in the expenditures shown above

CLOVER PARK TECHNICAL COLLEGE						OPERATING BUDGET: FUNDS 001, 148, 149							
2010-11 ANNUAL BASE BUDGET													
DIVISION SUMMARY REPORT (EXCLUDES SELF-SUPPORT & JOB ACCOUNTS)													
COLLEGE SUMMARY													
			PERSONAL	GOODS &		CAPITAL	COMPTR	CLIENT	DEBT	INTRA-			
	SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY			
DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%	
DIVISION: PRESIDENT	559,491	162,364	0	58,635	27,751	0	0	0	0	0	808,241	2.8%	
DIVISION: FINANCE & BUDGET	873,645	665,738	0	222,924	5,904	0	0	0	1,160,433	0	2,928,644	10.0%	
DIVISION: STUDENT SERVICES	1,675,323	577,722	4,000	136,625	12,020	0	1,113	0	0	563,164	2,969,967	10.2%	
DIVISION: INSTRUCTION	11,145,231	3,500,810	0	1,705,047	70,030	78,498	12,055	77,387	0	-135,315	16,453,743	56.4%	
DIVISION: COLLEGE RELATIONS & RESOURCE	138,555	41,377	0	331,825	2,071	0	0	0	0	0	513,828	1.8%	
DIVISION: HUMAN RESOURCES	256,310	85,779	1,575	52,589	4,389	0	2,613	0	0	0	403,255	1.4%	
DIVISION: OPERATIONS & FACILITIES	2,196,611	861,148	0	2,421,112	4,258	0	0	0	0	-383,300	5,099,829	17.5%	
	TOTAL	16,845,166	5,894,938	5,575	4,928,757	126,423	78,498	15,781	77,387	1,160,433	44,549	29,177,507	
	100.0%	57.7%	20.2%	0.0%	16.9%	0.4%	0.3%	0.1%	0.3%	4.0%	0.2%		100.0%

CLOVER PARK TECHNICAL COLLEGE											OPERATING BUDGET: FUNDS 001, 148, 149		
2010-11 PRELIMINARY BASE BUDGET													
DIVISION SUMMARY REPORT (EXCLUDES SELF-SUPPORT & JOB ACCOUNT)													
DIVISION: PRESIDENT													
				PERSONAL	GOODS &		CAPITAL	COMPTR	CLIENT	DEBT	INTRA-		
		SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY		
ORG	DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%
101A	PRESIDENT	282,926	77,415		26,705	9,986						397,032	49.1%
101B	BOARD OF TRUSTEES	5,000	400	0	11,631	11,960						28,991	3.6%
102G	ACCREDITATION				10,450							10,450	1.3%
106L	INSTITUT RESEARCHER	70,346	23,508									93,854	11.6%
106F	FOUNDATION	129,801	38,631		3,164	3,135						174,731	21.6%
106B	DEVELOPMENT	6,831	2,020		4,536							13,387	1.7%
106T	GRANT WRITER	64,587	20,390		2,149	2,670						89,796	11.1%
	TOTAL	559,491	162,364	0	58,635	27,751	0	0	0	0	0	808,241	
		100.0%	69.2%	20.1%	0.0%	7.3%	3.4%	0.0%	0.0%	0.0%	0.0%		

CLOVER PARK TECHNICAL COLLEGE							OPERATING BUDGET: FUNDS 001, 148, 149							
2010-11 PRELIMINARY BASE BUDGET														
DIVISION SUMMARY REPORT (EXCLUDES SELF-SUPPORT & JOB ACCOUNT)														
DIVISION: FINANCE & BUDGET														
				PERSONAL	GOODS &		CAPITAL	COMPTR	CLIENT	DEBT	INTRA-			
		SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY			
ORG	DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%	
3000	UNDISTR PAY/BEN	150,000	413,909									563,909	19.3%	
3001	STU CTR COP PMT									988,433		988,433	33.8%	
3002	STEILACOOM LID PMT									64,000		64,000	2.2%	
3003	STU CTR RESERVE PMT									108,000		108,000	3.7%	
302E	RISK MANAGEMENT				75,000							75,000	2.6%	
303A	VP-FINANCE	162,842	46,509		8,784	3,500						221,635	7.6%	
308J	PURCHASING	64,587	20,952		47,250	523						133,312	4.6%	
3C3B	BANK CHARGES				65,000							65,000	2.2%	
3C3C	ACCOUNTING	389,459	146,640		10,095	1,306						547,500	18.7%	
3C3H	COLLECTIONS				15,000							15,000	0.5%	
3E3E	PAYROLL	106,757	37,728		1,045	575						146,105	5.0%	
3SLV	SOLUTIONS				750							750	0.0%	
3X3X	BUDGET											0	0.0%	
	TOTAL	873,645	665,738	0	222,924	5,904	0	0	0	1,160,433	0	2,928,644	100.0%	
		100.0%	29.8%	22.7%	0.0%	7.6%	0.2%	0.0%	0.0%	0.0%	39.6%	0.0%		

CLOVER PARK TECHNICAL COLLEGE												OPERATING BUDGET: FUNDS 001, 148, 149				
2010-11 PRELIMINARY BASE BUDGET																
DIVISION SUMMARY REPORT (EXCLUDES SELF-SUPPORT & JOB ACCOUNT)																
DIVISION: STUDENT SERVICES																
				PERSONAL	GOODS &		CAPITAL	COMPTR	CLIENT	DEBT	INTRA-					
		SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY					
ORG	DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%			
404A	VP-STUDENT SERVICES	259,232	83,746		8,326	3,000						354,304	11.9%			
404B	OUTREACH				12,000							12,000	0.4%			
404C	ADVISING/COUNSELING	365,844	117,977		4,269	643						488,733	16.5%			
404D	GRADUATION				5,000							5,000	0.2%			
405G	CHILD CARE EXPENSES										200,000	200,000	6.7%	SEE FUND 524		
404G	OPPORTUNIITY GRANT	64,997	31,231		24,520	500					363,164	484,412	16.3%	T=Financial Aid		
404J	MINORITY STU RETN/RECRUIT	26,559	8,723		8,803	664						44,749	1.5%			
404K	STUDENT PROGRAMS	69,107	19,399		2,000	1,000						91,506	3.1%			
404R	ACCOM DISABLED STUDENTS	137,185	12,611		16,874	993						167,663	5.6%			
404U	QTLY DISABILITY											0	0.0%			
404V	DISAB SVC COORD				500	2,000		1,113				3,613	0.1%			
405S	ADAPT											0	0.0%			
406A	ASSESSMENT CENTER	40,361	16,926		24,665	300						82,252	2.8%			
406H	STRATEGIC ENROLL MGMT											0	0.0%			
47FX	INT'L EDUC PROGRAM	53,277	35,348	4,000	14,078	1,300						108,003	3.6%			
4D3D	REGISTRAR	321,337	145,179		13,500	1,254						481,270	16.2%			
4J4B	FINANCIAL AID	275,542	99,215		2,090	366						377,213	12.7%			
4JBA	SWS/SWSOC MATCH	39,277	5,106									44,383	1.5%			
4JB7	FWS/FWSOC MATCH	22,605	2,261									24,866	0.8%			
	TOTAL	1,675,323	577,722	4,000	136,625	12,020	0	1,113	0	0	563,164	2,969,967				
		100.0%	56.4%	19.5%	0.1%	4.6%	0.4%	0.0%	0.0%	0.0%	0.0%	19.0%				

CLOVER PARK TECHNICAL COLLEGE							OPERATING BUDGET: FUNDS 001, 148, 149							
2010-11 PRELIMINARY BASE BUDGET														
DIVISION SUMMARY REPORT (EXCLUDES SELF-SUPPORT & JOB ACCOUNT)														
DIVISION: COLLEGE RELATIONS & RESOURCE DEVELOPMENT														
				PERSONAL	GOODS &		CAPITAL	COMPTR	CLIENT	DEBT	INTRA-			
		SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY			
ORG	DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%	
602B	PUBLIC RELATIONS	138,555	41,377	0	331,825	2,071						513,828	100.0%	
	TOTAL	138,555	41,377	0	331,825	2,071	0	0	0	0	0	513,828		
		100.0%	27.0%	8.1%	0.0%	64.6%	0.4%	0.0%	0.0%	0.0%	0.0%			

CLOVER PARK TECHNICAL COLLEGE							OPERATING BUDGET: FUNDS 001, 148, 149							
2010-11 PRELIMINARY BASE BUDGET														
DIVISION SUMMARY REPORT (EXCLUDES SELF-SUPPORT & JOB ACCOUNT)														
DIVISION: HUMAN RESOURCES														
				PERSONAL	GOODS &		CAPITAL	COMPTR	CLIENT	DEBT	INTRA-			
		SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY			
ORG	DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%	
707A	VP-HUMAN RESOURCES	155,402	47,846	1,575	47,364	4,389		2,613				259,189	64.3%	
707C	STAFF DEVEL	12,000	2,500									14,500	3.6%	
707F	HR OFFICE	88,908	35,433		5,225							129,566	32.1%	
	TOTAL	256,310	85,779	1,575	52,589	4,389	0	2,613	0	0	0	403,255		
		100.0%	63.6%	21.3%	0.4%	13.0%	1.1%	0.0%	0.6%	0.0%	0.0%			

CLOVER PARK TECHNICAL COLLEGE							OPERATING BUDGET: FUNDS 001, 148, 149						
2010-11 PRELIMINARY BASE BUDGET													
DIVISION SUMMARY REPORT (EXCLUDES SELF-SUPPORT & JOB ACCOUNT)													
DIVISION: OPERATIONS & FACILITIES													
				PERSONAL	GOODS &		CAPITAL	COMPTR	CLIENT	DEBT	INTRA-		
		SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY		
ORG	DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%
808A	VP-FACILITIES & OPER	160,842	45,721		4,225	1,458						212,246	4.2%
808K	FACILITY RENTALS				34,605							34,605	0.7%
808L	COPIER CONTRACT				185,000							185,000	3.6%
808M	UTILITIES				1,198,000							1,198,000	23.5%
808U	FOOD SVC FACILITY				2,500							2,500	0.0%
808Z	PHONE SYSTEM				100,000							100,000	2.0%
818C	CUSTODIAL	705,662	307,497		74,786							1,087,945	21.3%
818D	MAINTENANCE	427,099	159,630		260,939						(383,300)	464,368	9.1%
818E	GROUNDS	103,195	48,104		26,125							177,424	3.5%
818F	SECURITY	123,319	69,040		106,590							298,949	5.9%
818H	WAREHOUSE	81,503	34,029		13,381							128,913	2.5%
818N	PLANT SERVICES	106,752	36,583		2,267							145,602	2.9%
818P	MAIL ROOM				92,000							92,000	1.8%
828T	INFO TECHNOLOGY	488,239	160,544		320,694	2,800						972,277	19.1%
	TOTAL	2,196,611	861,148	0	2,421,112	4,258	0	0	0	0	(383,300)	5,099,829	
		100.0%	43.1%	16.9%	0.0%	47.5%	0.1%	0.0%	0.0%	0.0%	0.0%	-7.5%	

CLOVER PARK TECHNICAL COLLEGE						OPERATING BUDGET: FUNDS 001, 148, 149								
2010-11 PRELIMINARY BASE BUDGET														
DIVISION SUMMARY REPORT (EXCLUDES SELF-SUPPORT & JOB ACCOUNT)														
DIVISION: INSTRUCTION														
				PERSONAL	GOODS &		CAPITAL	CMPTR	CLIENT	DEBT	INTRA-			
		SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY			
ORG	DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%	
5000	FACULTY PROF DEV											0	0.0%	
5003	PART TIME POOL	2,146,604	364,784		109,000							2,620,388	15.9%	
502H	TRANSFER HIGH DEMAND				74,400							74,400	0.5%	
502J	STUDENT ACHIEVEMENT				29,052							29,052	0.2%	
502L	ON LINE LEARNING	137,709	51,018		43,659							232,386	1.4%	
502P	STU PERSISTENCE/TRIO	18,142	3,551		28,440							50,133	0.3%	
505A	VP-INSTRUCTION	353,411	111,392		15,444	7,315						487,562	3.0%	
505B	ADULT HIGH SCHOOL	43,567	16,200		546							60,313	0.4%	
505F	PRGM DEV STIPEND	31,196	3,430									34,626	0.2%	
505S	SOUTH HILL COORDINATOR											0	0.0%	
502M	OUTCOMES	38,419	9,764		4,784	1,073						54,040	0.3%	
505X	INSTR EQUIPMENT											0	0.0%	
50LE	PROF DEV INSERVICE				7,109							7,109	0.0%	
		2,769,048	560,139	0	312,434	8,388	0	0	0	0	0	3,650,009		
5117	AUTO RESTORATION				2,332							2,332	0.0%	
5118	HEATING & AIR	51,412	19,539		11,615							82,566	0.5%	
514C	AEROSPACE COMPOSITE	0	0		2,790							2,790	0.0%	
5143	AUTO UPHOLSTERY	120,070	40,582		8,552							169,204	1.0%	
5144	AVIATION MAINT TECH	252,543	96,209		25,378							374,130	2.3%	
5145	ENVIRON SCIENCES	127,736	40,666		8,249	366						177,017	1.1%	
5146	AUTOMOTIVE TECH	317,038	110,142		32,883							460,063	2.8%	
5139	COMP INFO & SEC SYS	256,623	88,412		42,529							387,564	2.4%	
5151	PROFESSIONAL PILOT	115,280	38,235		1,458							154,973	0.9%	
5154	INFO SYSTEMS TECH	102,824	34,008		7,111							143,943	0.9%	
5158	ELEC LV FIRE SECURITY	63,868	21,747		10,067							95,682	0.6%	
5160	MECH ENG DESIGN											0	0.0%	
5163	ARCH ENG DESIGN	73,807	22,547		6,158							102,512	0.6%	
5178	MANUFACTURING TECH	59,412	19,466		4,579							83,457	0.5%	
5196	AUTO BODY	129,074	41,446		15,554							186,074	1.1%	

DIVISION: INSTRUCTION													
				PERSONAL	GOODS &		CAPITAL	CMPTR	CLIENT	DEBT	INTRA-		
		SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY	TOTAL	%
ORG	DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%
5198	WELDING	51,412	18,263		36,070							105,745	0.6%
5199	LANDSCAPE MGMT	73,807	22,547		5,724							102,078	0.6%
5103	DIV 1 - DEAN'S OFFICE	190,231	72,144		2,284	2,090						266,749	1.6%
51HD	ARCH ENG HIGH DEMAND	47,825	13,680		39,580							101,085	0.6%
A107	ROOFER-APPRENTICE	27,670	10,380		4,650							42,700	0.3%
		2,060,632	710,013	0	267,563	2,456	0	0	0	0	0	3,040,664	
5204	DENTAL OFFICE ADMIN	55,267	20,425		1,688	460						77,840	0.5%
5224	HUMAN SERVICES TECH	51,412	19,671		2,886	418						74,387	0.5%
5225	ADN HIGH DEMAND (RN OPT)	163,830	65,007		8,160	1,150	1,045					239,192	1.5%
5227	PHARMACY ASST	125,219	40,771		8,042	627						174,659	1.1%
5238	MEDICAL OFFICE	125,219	38,928		7,012	627						171,786	1.0%
5240	SURGICAL TECH	106,679	36,045		7,279	1,254						151,257	0.9%
5248	MEDICAL LAB TECH	65,267	20,200		17,853	732						104,052	0.6%
5256	HISTOLOGY PRGM	45,943	17,761		40,116	3,240						107,060	0.7%
5277	DENTAL ASST	202,881	65,319		19,164	627						287,991	1.8%
5280	PRACTICAL NURSE	550,610	169,699		15,075	836						736,220	4.5%
5281	HEALTH UNIT COORD	106,679	42,376		4,988	941						154,984	0.9%
5283	MATERIELS MGMT	51,412	19,754		1,489	941						73,596	0.4%
5203	DEAN-DIVISION 2	129,554	43,267		3,642	732						177,195	1.1%
		1,779,972	599,223	0	137,394	12,585	1,045	0	0	0	0	2,530,219	
5312	MASSAGE	113,003	39,126		7,800							159,929	1.0%
5332	CULINARY ARTS	95,650	35,804		95,298							226,752	1.4%
5336	INTERIOR DESIGN	106,679	38,728		6,220							151,627	0.9%
5349	ACCOUNTING	63,868	20,197		1,992							86,057	0.5%
5353	COSMETOLOGY	513,144	169,912		59,550							742,606	4.5%
5357	RETAIL BUSINESS	61,267	20,192		1,458							82,917	0.5%
5361	CALL CTR/CUST SERV REP	68,658	21,638		1,069							91,365	0.6%
5362	ESTHETICIAN	102,824	38,203		23,046							164,073	1.0%
5372	MEDICAL ESTHETICIAN	59,412	19,657		13,594							92,663	0.6%
5384	OFFICE TECH	119,135	41,272		2,722							163,129	1.0%
5385	GRAPHIC TECH	107,237	40,404		13,806							161,447	1.0%

DIVISION: INSTRUCTION													
				PERSONAL	GOODS &		CAPITAL	CMPTR	CLIENT	DEBT	INTRA-		
		SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY		
ORG	DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%
5389	MEDIA DESIGN	131,679	51,574		38,230							221,483	1.3%
5303	DEAN-DIVISION 3	120,095	41,111		3,329	1,045						165,580	1.0%
		1,662,651	577,818	0	268,114	1,045	0	0	0	0	0	2,509,628	
5405	GEN EDUCATION	611,679	221,694		6,962						-135,315	705,020	4.3%
5441	EARLY CARE & EDUC	35,988	13,078		1,847							50,913	0.3%
544E	RESOURCE CTR/LIBRARY	247,690	104,512		23,324	972	52,599	9,405				438,502	2.7%
544H	COMPUTER LAB				7,775	972	3,867					12,614	0.1%
544P	GED TESTING				5,831							5,831	0.0%
544V	VADIS	123,087	41,331									164,418	1.0%
545E	WRITING LAB				729							729	0.0%
545H	ADULT BASIC EDUC/FTE	44,413	27,400		23,841							95,654	0.6%
5403	DEAN-DIVISION 4	158,769	55,482		3,747	627						218,625	1.3%
545W	DEV ED	63,868	21,953		1,264							87,085	0.5%
545Y	MATH LAB				729							729	0.0%
5475	PARAEDUCATOR-CLOSED											0	0.0%
547T	BASIC SKILLS ENHANCEMENT											0	0.0%
54B4	BASIC SKILLS INCOME	14,054	1,038		5,110							20,202	0.1%
54FK	IBEST	90,000	20,000		24,764							134,764	0.8%
54G3	BASIC GRANT MATCH	139,217	47,812		61,239	183						248,451	1.5%
54G7	EL CIVICS MATCH	15,967	5,463									21,430	0.1%
54L4	EARLY ED MATH SCIENCE											0	0.0%
5413	CHILD CARE COORD	255,923	82,224		1,568	18,202						357,917	2.2%
		1,800,655	641,987	0	168,730	20,956	56,466	9,405	0	0	-135,315	2,562,884	
5503	DIV 5 DEANS OFFICE	0	0		4,526							4,526	0.0%
5506	PT POOL-CNT ED/STATE	109,500	19,500		16,084							145,084	0.9%
5526	MGMT & EMPLOY DEVEL	55,267	20,378		1,699	10,450						87,794	0.5%
556G	CONT EDUC OFFICE	220,107	79,308		5,350	1,150						305,915	1.9%
5592	REAL ESTATE	2,036	203		2,430				77,387			82,056	0.5%
5803	WF EDUC PT POOL	15,652	4,466									20,118	0.1%
585T	WORKFORCE TRN DEV	80,910	29,666									110,576	0.7%
58D9	WORKFORCE DEV BASE	21,250	3,750		930		20,715					46,645	0.3%

DIVISION: INSTRUCTION													
				PERSONAL	GOODS &		CAPITAL	CMPTR	CLIENT	DEBT	INTRA-		
		SALARIES	BENEFITS	SERVICE	SERVICES	TRAVEL	OUTLAYS	SFT/HDWR	SERVICES	SERVICE	AGENCY		
ORG	DESCRIPTION	A	B	C	E	G	J	K	N	P	T	TOTAL	%
58JP	WRT PRG MGMT 6/10	95,324	39,366		3,350	6,500		2,650				147,190	0.9%
58JQ	WRT STU UPPORT 6/10	63,997	27,230		13,008	3,000						107,235	0.7%
58JR	WRT HV/AUTO/CONS/HOR 6/10	216,417	72,657		18,520							307,594	1.9%
58JS	WRT NA/HEMO/SUR 6/10	191,813	115,106		8,228	3,500	272					318,919	1.9%
58xx	WRT NEW ALLOCATION-TBD	0	0		405,187							405,187	2.5%
58JU	WRT PRGM DEVELOPMENT	0	0		71,500							71,500	0.4%
		1,072,273	411,630	0	550,812	24,600	20,987	2,650	77,387	0	0	2,160,339	
	TOTAL	11,145,231	3,500,810	0	1,705,047	70,030	78,498	12,055	77,387	0	-135,315	16,453,743	
		100.0%	67.7%	21.3%	0.0%	10.4%	0.4%	0.5%	0.1%	0.5%	0.0%	-0.8%	100.0%

CLOVER PARK TECHNICAL COLLEGE SELF-SUPPORT & JOB ACCOUNT ACTIVITIES

2010-2011 Budget					
DEPARTMENT NAME	PROJECTED REVENUE	SALARIES & BENEFITS	NON- SALARY BASE BUDGET	TFR	NET
FUND 148 - SELF SUPPORT					
452R-CONFERENCE CENTER	130,000	118,861	8,500		2,639
5198-WELDING EXAMINER FEES	2,508		2,508		0
5295-NURSING APP EXPENSES	12,000		12,000		0
53LG-MASSAGE EXAMINER FEES	3,800	3,800			0
5568-CONT EDUC-SELF SUPPT	200,000	148,950	40,209		10,841
602N-CTR FOR BUS DEV	0		0		0
SELF-SUPPORT TOTAL	348,308	271,611	63,217	0	13,480
FUND 148 - JOB ACCOUNTS					
ACCOUNTING (5349)	1,502		1,050	452	0
ARCHITECT ENGN DESIGN (5163)	399		200	199	0
AUTO BODY TECHNICIAN (5196)	31,948	9,699	17,000	5,249	0
AUTO TECHNICIAN (5146)	27,754	9,707	12,200	5,847	0
AUTO UPHOLSTERY (5143)	17,771	9,699	4,750	3,322	0
AVIATION MAINTENANCE (5144)	432		100	332	0
COSMETOLOGY (5353)	68,000	46,343	18,700	6,245	(3,288)
CULINARY ARTS (5332)	83,122	8,677	68,400	6,045	0
ESTHETICS (5362)	42,703		33,800	8,903	0
HEATING & AIR (5118)					0
LANDSCAPE (5199)	16,518		12,000	4,518	0
MANUFACTURING TECHNICIAN (5178)	549		350	199	0
MASSAGE (5312)	14,682		9,500	5,182	0
MEDICAL ESTHETICS (5372)	26,312		20,000	6,312	0
OFFICE TECH (5384)	366		300	66	0
RETAIL BUSINESS MGR (5357)	53,214	6,607	45,000	1,607	0
WELDING (5198)	632		300	332	0
FINANCE (303A)	0	54,810		(54,810)	0
JOB ACCOUNTS TOTAL	385,904	145,542	243,650	0	(3,288)
FUND 148 - JOB ACCOUNTS					
INSTRUCTIONAL STUDENT FEES					
5151-PROFESSIONAL PILOT	250,000	68,729	154,726		26,545
FUND 524 - BOOKSTORE					

CLOVER PARK TECHNICAL COLLEGE SELF-SUPPORT & JOB ACCOUNT ACTIVITIES

2010-2011 Budget					
DEPARTMENT NAME	PROJECTED REVENUE	SALARIES & BENEFITS	NON- SALARY BASE BUDGET	TFR	NET
BOOKSTORE	1,541,415	241,415	1,147,232	150,000	2,768
FUND 528 - PARKING					
PARKING SERVICES	95,000	60,628	6,500	25,000	2,872
FUND 570 - AUXILIARY					
404F-CHILD CARE CENTER	794,665	739,665	55,000		0
ANCILLARY TOTAL	2,431,080	1,041,708	1,208,732	175,000	5,640
FUND 145 - GRANTS & CONTRACTS					
INT'L EDUCATION-Extended Learning					0
FRANKLIN PIERCE SCHOOL DISTRICT					0
I BEST DEVELOPMENTAL ED-GATES	80,000	80,000			0
GATES/FORD STUDENT ACHIEVEMENT	24,992	24,992			0
NW CAREER & TECH HIGH SCHOOL	625,000	369,300	50,062	135,315	70,323
RUNNING START	225,000	128,452			96,548
HEADSTART	161,500	161,500			0
EARLY HEAD START	71,000	71,000			0
ADULT BASIC EDUCATION	81,772	81,772			0
EL CIVICS	21,394	21,394			0
PERKINS	508,717	508,717			0
WORKFIRST	1,158,429	1,158,429			0
STATE WORK STUDY	130,924	130,924			0
FEDERAL WORK STUDY	90,421	90,421			0
GRANTS & CONTRACTS TOTAL	3,179,149	2,826,901	50,062	135,315	166,871

148 Revenue	Local Dedicated	
<i>Revenue</i>		
Computer Fee	CM	\$234,711.00
Angel Fee	NL	\$200,000.00
Facility Rental		\$50,000.00
Misc. (int,GED, Grad, Test fee, NSF,etc)		\$245,500.00
Student Fees		\$400,000.00
Transfer from Auxiliary-for daycare		\$200,000.00
Excess Reserves (tuition revenue- 149- allowed to be transferred to local funds- 148)		<u>\$1,500,000.00</u>
.		\$2,830,211.00

Fee Revenue Analysis

	Max				
	Student	Fee	Per quarter		
	Class Size		(SU N/A)	\$ per student	
Architectural Engineer AE	40	10	3	30	\$1,200.00
Environmental Scienc EL	40	20	3	60	\$2,400.00
CNISS CN	60	50	3	150	\$9,000.00
Aviation Maintenance AM	72	50	3	150	\$10,800.00
Electronic Low Voltag LV	20	20	3	60	\$1,200.00
HVAC HV	40	20	3	60	\$2,400.00
Automotive Material F AF	90	30	3	90	\$8,100.00
Construction/Building CB	30	30	3	90	\$2,700.00
Landscaping Material LF	15	30	3	90	\$1,350.00
Welding Material Fee WM	36	80	3	240	\$8,640.00
Manufacturing Materiæ MN	18	20	3	60	\$1,080.00
Culinary Arts CU	40	75	3	225	\$9,000.00
Cosmetology CO	120	75	3	225	\$27,000.00
Media Design and Pro DP	40	75	3	225	\$9,000.00
Esthetics ET	40	50	3	150	\$6,000.00
Medical Esthetics EM	20	50	3	150	\$3,000.00
Massage MG	30	50	3	150	\$4,500.00
Graphic Design GP	36	50	3	150	\$5,400.00
Chemistry CH	20	20	3	60	\$1,200.00
Biology BI	20	11	3	33	\$660.00
Histology HL	18	20	3	60	\$1,080.00
Nursing Assistant NA	60	20	3	60	\$3,600.00
Nursing Consortium NC		20		0	
					\$119,310.00

\$1,118,704/\$201,015

\$1,319,719.00

Summary of Proposal to Address Budget Shortfall

Budget Cuts to Funds

Compensation Savings:

Unfilled Positions	\$214,788	
Reduction in Force	\$166,135	
Program Closure Compensation Savings	<u>\$301,263</u>	\$682,186

Surface Water Savings Program		\$10,000
Eliminate Personal Service Contracts		\$35,000
Budget to Actual (budget adjustments)		\$146,296

Program Closures:

Goods and Services Savings		\$32,282
Goods and Services/ Travel Cut of 7%		\$191,494

Income Adjustments

Tuition Rate Increase	(Not switching to CC schedule & raising existing rate the full 7%)	\$233,384
Raise Program Fees--program needs (\$119,310)		

Identified Savings/cuts \$1,330,642

State Budget Cut \$1,319,719

Net **\$10,923**

Goods and Services/ Travel Cut of 7% to State Funds Only (101, 149)

President's Office		\$6,501.60
Division 5- Workforce Development		\$6,008.00
Division 4- Gen Ed, Early Learning and Resource Center		\$14,137.00
Division 3- Business, Hospitality, Design & Personal Services		\$15,449.00
Division 2-Health and Human Services		\$11,207.00
Division 1-Technology, Engineering, transportation and Trades		\$17,679.00
Finance and Budget		\$15,491.00
Student Services		\$8,283.00
Marketing		\$25,123.00
Human Resources		\$4,288.00
Instruction VPI		\$15,944.00
Operations and Facilities	<small>(excludes Goodwill, Utilities, Facility Rental, Mail, Phone and Copier)</small>	
	VP Office	\$591.50
	Custodial	\$5,235.02
	Maintenance	\$18,265.73
	Grounds	\$1,828.75
	Security	\$1,828.75
	Plant Services	\$174.44
	Info Technology	\$23,458.75
		<u>\$51,382.94</u>
		\$191,493.54