

2013-2014
Employee
Budget Workshop



ONE OF THE **TOP 10** IN THE NATION
SF

June 17, 2013

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INTRODUCTION

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ANNOUNCEMENTS

Fall 2013 Convocation

- **When:**
*Tuesday, August 20, 2013 at
8:30 a.m.*
- **Where:**
Fine Arts Hall

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APPRECIATION

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**1. APPRECIATION
FOR
*STUDENTS***

**2. APPRECIATION
FOR
*EMPLOYEES***

*No employee has been released for
financial reasons*

**3. APPRECIATION
FOR
*LEGISLATURE***

**4. APPRECIATION
FOR
*GOVERNOR***

**5. APPRECIATION
FOR
*TAXPAYERS***

**6. APPRECIATION
FOR
*CFO***

AGENDA

- **Santa Fe's Planning/Budgeting Process**
- **College Mission/Vision/Values/Goals**
- **Strategic Plan 2010-2015**
- **Student Fees**
- **Historical General Operating Data**
- **2013-2014 Proposed Operating Budget**
- **2013-2014 Proposed Salary & Benefits**

PROCESS

**Developed as a component of College Planning
Trustees Retreat**

Strategic Planning Discussion-Each Board Meeting

Employee → Department → Division Involvement

**College Forums/Senate/Career Service Council/SG
Advisory Committees (Faculty and Staff)**

- **Salary and Benefits**
- **Professional Development**
- **Technology**

Advisory Committees (Program)

College Resource and Planning Council (RPC)

President's Budget Committee

College wide Faculty & Staff Meetings

Board of Trustees Final Review, Decision and Approval

MISSION STATEMENT

In keeping with our values and goals, Santa Fe College, a comprehensive public institution of higher education serving North Central Florida and beyond, adds value to the lives of our students and enriches our community through excellence in teaching and learning, innovative educational programs and student services, and community leadership and service.



VALUES

Santa Fe College is a dynamic, innovative learning community committed to

- *Academic excellence, academic freedom, and intellectual pursuit*
- *Individual, social, and global responsibility*
- *Honesty, integrity, and civility*
- *Cultural diversity and equity*
- *Collaboration with our community*
- *Open Access*
- *Life long learning*
- *Assessment, accountability, and improvement*
- *Sustainable use of environmental, social and economic resources*



GOALS

- *Outreach and Access – promote open access to the college*
- *Delivery Alternatives – create innovative & flexible learning opportunities*
- *Educational Programs – to ensure the highest levels of academic performance*
- *Student Affairs – supports access & student engagement toward goal attainment*
- *Workforce Development – student-centered workforce programs*
- *Human Resources – recruit & retain quality faculty & staff*
- *Technology – to support the college’s mission*
- *Resources – obtain & allocate resources to implement the college’s mission*
- *Sustainability Education & Operations – create, develop, & enhance programs to reduce waste, conserve energy and green space, protect water resources, and promote wellness of students, faculty, and staff (Ex. Feed in Tariff)*

Strategic Plan 2010-2015

*Alignment of Goals to achieve
institutional excellence in operations,
improved focus and capabilities,
and continued innovation as a charter
member of
the League for Innovation in the
Community College!*

STRATEGIC INITIATIVES

- *Excellence in Teaching and Learning (ETL)*
- *Constituent Relationship Management (CRM)*
- *Organizational Development (OD)*

APPRECIATION FOR STUDENTS

2013 Legislative Results

State Appropriations/Student Fee Bill

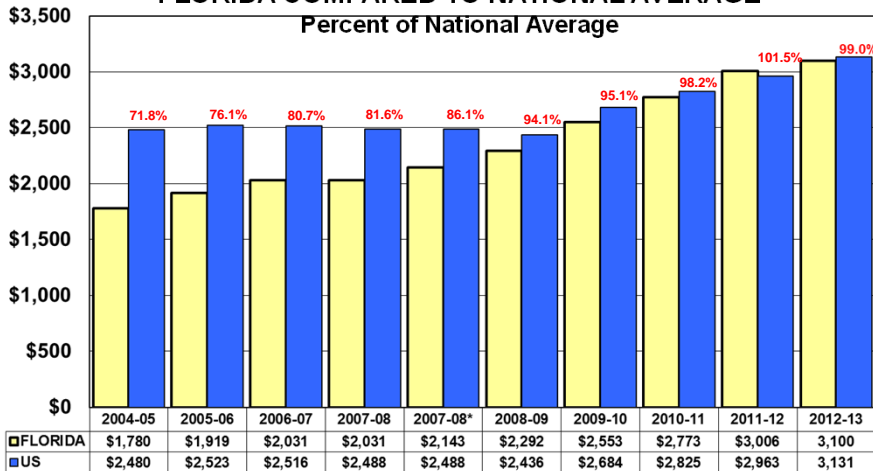
❖ Credit Courses Tuition

➤ SF authorized to increase to 2012/13 maximum standard rate, approximately 8%, but **proposes a 0% increase**



FL College System Student Fees

FLORIDA COMPARED TO NATIONAL AVERAGE
Percent of National Average

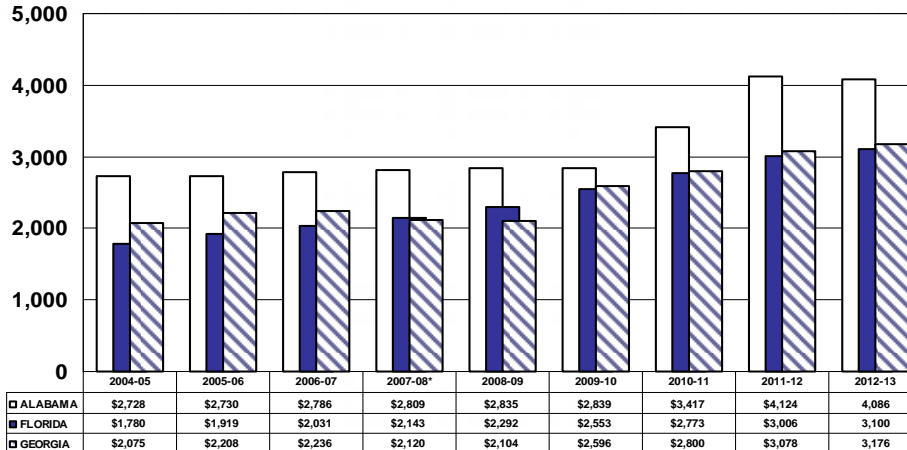


Notes: Fees are for Academic Year (30 credit hours)
Sources: The College Board, Annual Survey of Colleges
*Fall Student Fees were revised in Spring 2008 to reflect the 5% increase in the 2007 Special Session.



FL College System Student Fees

FLORIDA COMPARED TO SOUTHERN STATES



Notes: Fees are for Academic Year (30 credit hours)
 Sources: The College Board, Annual Survey of Colleges
 *Fall Student Fees were revised in Spring 2008 to reflect the 5% increase in the 2007 Special Session.



FL College System : FEES 2012-13

CREDIT PROGRAMS RESIDENT STUDENTS FEE PER CREDIT HOUR COLLEGE	TOTAL TUITION & DISCRETIONARY FEES
FLORIDA KEYS	109.22
MIAMI DADE	109.22
POLK	109.14
ST. PETERSBURG	105.75
CENTRAL FLORIDA	105.10
LAKE SUMTER	104.73
PENSACOLA	104.58
SOUTH FLORIDA	104.52
DAYTONA	104.48
ST. JOHNS RIVER	104.00
HILLSBOROUGH	103.85
INDIAN RIVER	103.83
FL STATE COLLEGE AT JACKSONVILLE	102.63
EDISON	102.48
SEMINOLE	102.48
STATE COLLEGE OF FL. (MANATEE)	102.48
FL GATEWAY (LAKE CITY)	102.32
BREVARD	102.00
CHIPOLA	102.00
PASCO-HERNANDO	101.18
NORTHWEST FLORIDA	100.12
BROWARD	99.90
NORTH FLORIDA	99.80
VALENCIA	99.06
TALLAHASSEE	98.83
SANTA FE	98.36
PALM BEACH	98.25
GULF COAST	94.80
AVERAGE	102.68



Student Fee Comparisons

Lower Level Courses

	<u>2012-2013</u>	<u>2013-2014</u>
Cost of tuition & fees for 30-credit year @ SF	\$2,951	\$3,044
FL College System Average	\$3,100	\$3,133 *
U.S. Public 2-Year Average	\$3,131	N/A
University of Florida	\$6,140	\$6,196 *
Florida Universities	\$6,232	\$6,338 *

*estimated

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Historical Financial Data

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Historical Financial Data

	2009-10	% of Total	2010-11	% of Total	2011-12	% of Total	2012-13*	% of Total
TOTAL REVENUES	69,646,312		74,793,217		74,021,033		72,344,930	
EXPENSES								
Personnel Expenses	49,235,913	78.0%	52,333,303	76.4%	52,896,750	74.9%	56,000,000	75.7%
Current Expenses	12,255,478	19.4%	14,414,609	21.0%	15,584,845	22.1%	16,000,000	21.6%
Capital Outlay	1,632,455	2.6%	1,760,011	2.6%	2,136,749	3.0%	2,000,000	2.7%
Total Expenses	63,123,846	100.0%	68,507,924	100.0%	70,618,344	100.0%	74,000,000	100.0%
F/B INCREASE (DECREASE)	6,522,466		6,285,293		3,402,689		(1,655,070)	

Source: Annual Financial Statements Actual expenditures in these years *Source: Projection from May 2013 Revenue & Expenditure Report



Operating Revenue History

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13*
Tuition	21,674,777	23,627,329	25,788,184	28,643,928	30,825,621	29,843,814
Continuing Workforce Education	275,110	248,991	516,273	410,382	426,506	385,000
Community Education	378,772	305,718	276,426	239,705	258,155	220,000
Laboratory Fees	1,331,817	1,040,079	1,069,378	1,281,948	1,508,494	1,467,000
Application Fees	0	0	0	0	0	0
Distance Learning Course User Fee	0	434,010	535,670	634,600	682,400	699,530
Technology Fee	-	-	1,236,119	1,423,973	1,407,625	1,350,000
Testing Fees	-	-	40,439	11,390	16,528	12,350
Other Student Fees	351,538	330,107	351,099	348,701	337,507	322,306
TOTAL STUDENT FEES	24,012,014	25,986,234	29,813,588	32,994,627	35,462,834	34,300,000
\$ Amount Change over Prior Year	1,515,508	1,974,220	3,827,354	3,181,039	2,468,207	(1,162,834)
TOTAL STATE SUPPORT	38,604,305	35,489,452	32,758,908	34,388,885	34,048,990	34,207,930
\$ Amount Change over Prior Year	383,875	(3,114,853)	(2,730,544)	1,629,977	(339,895)	158,940
FEDERAL REVENUE	176,552	167,035	3,024,767	3,022,435	249,830	187,000
SALES AND SERVICES	821,613	873,717	924,049	1,273,510	1,293,609	1,177,000
Interest & Dividends	898,387	211,502	786,598	978,796	997,359	655,000
Fines & Penalties	5,092	4,799	4,493	3,825	2,756	2,500
Gain/Loss Investments	-	-	606,507	24,566	321,054	-
Other	1,607,784	1,598,057	1,572,629	1,975,460	1,473,779	1,640,500
TOTAL MISCELLANEOUS	2,511,263	1,814,358	2,970,227	2,982,647	2,794,948	2,298,000
TRANSFER-IN FROM OTHER FUNDS	91,628	116,587	154,773	131,113	170,821	175,000
TOTAL REVENUES	66,217,375	64,447,382	69,646,312	74,793,217	74,021,033	72,344,930

Source: Annual Financial Statements

*Estimated using May 2013 Revenue & Expenditure Report





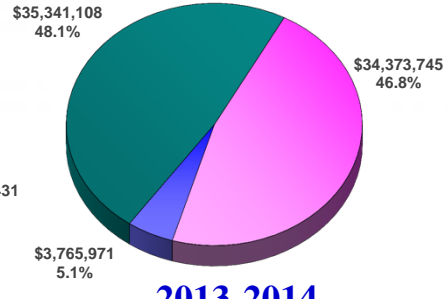
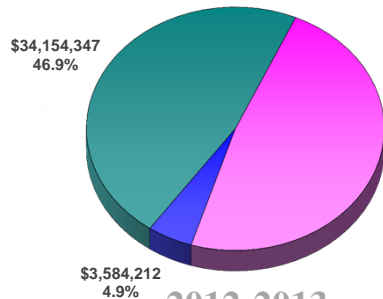
**Recommendations are
contingent upon
approval by the
College's
Board of Trustees**

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TOTAL RECURRING REVENUE BY SOURCE

2012-2013

2013-2014



2012-2013

2013-2014

\$72,813,990

\$73,480,824

State Student Fees Other

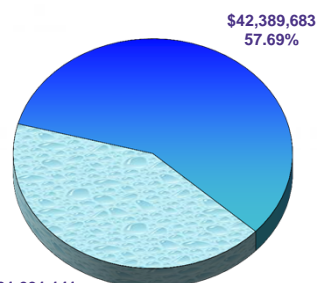
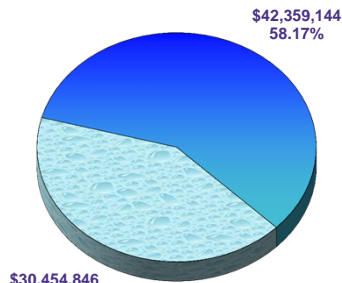


EXPENDITURES

Expenditures by Instructional/Non-Instructional Functions:

2012-2013

2013-2014



2012-2013
\$72,813,990

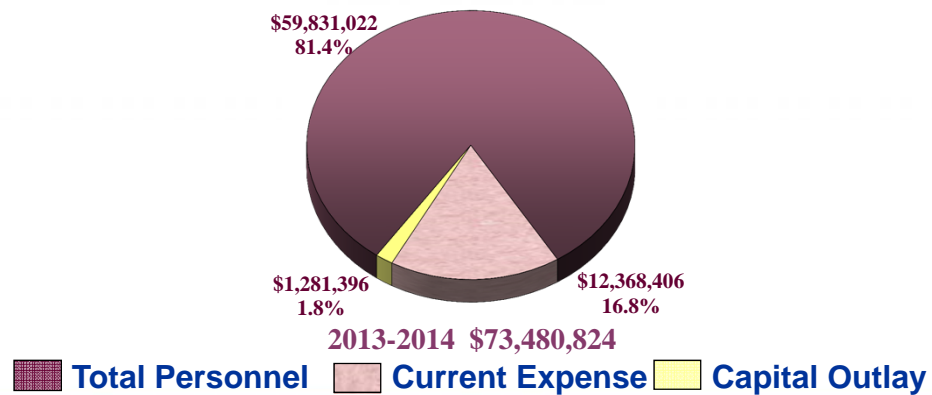
2013-2014
\$73,480,824

Instructional Non-Instructional



2013-2014 BUDGETED EXPENDITURES

Recurring Budgeted Expenditures by Category
(with Contracted Personnel of \$2.0 million included in
Total Personnel)



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CONSIDERATIONS

- **Hurricanes**
- **Fluctuating Economic Patterns**
- **Enrollment Trends**
- **Student Retention & Completion**

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2013-2014
Baccalaureate Programs
(Budget Included in Operating Budget)

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BACCALAUREATE PROGRAMS

- **Current Programs Operational**
 - BAS Clinical Laboratory Sciences
 - BAS Health Services Administration
 - BS Early Childhood Education
 - BS Nursing
 - BAS Supervision & Organizational Management (with area concentrations)
- **Additional Degrees budgeted for start up 2013-2014**
 - BAS Industrial Biotechnology (Fall Term 2013)
 - BAS Multimedia and Video Production (Spring Term 2014)
- **Additional Degrees under consideration**
 - BAS Health Information Management
 - BAS Information Systems Technology

Early Childhood Education

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2013-2014 CONSTRUCTION PROJECTS



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2013-2014 CONSTRUCTION PROJECTS

- **New State Fund Sources**
 - **PECO Appropriations**
 - **General Maintenance** **1,262,836**
- **Capital Improvement Fees** **3,500,000**
- **Next Major Construction Projects.....**
 - **Expansion of Institute of Public Safety**
 - **Expansion of Blount Center**



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FRS CHANGES

**No major changes
BUT a lot of
proposed bills
DEFEATED!**

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Federal Health Care Reform Changes

- Retain our current approved maximum work load for adjunct faculty of no more than 12 credit hours or its equivalent of instructional/non-instructional load per major term Fall (September-December), Spring (January-April) and Summer (May-August).

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Federal Health Care Reform Changes

- **Part-time Professional/Career Service Hourly Appointments, CANNOT exceed 27.5 hrs. per week.**

Note: Educational Aides still limited to 20 hrs. per week

Federal Health Care Reform Changes

- **Any combination of adjunct and other part-time appointments must not exceed the 27.5 hours per week maximum.**

Federal Health Care Reform Changes

➤ **Contracted Employees
through “Tempforce”**

*Not impacted this fiscal year
but rates will more than likely
adjust effective July 1, 2014*

2013-2014

Proposed Salary & Benefits

SALARY SUPPORT HISTORY

1. No one has been released for only financial reasons in the fluctuating economic environment
2. Continued 100% health coverage & other benefits
3. 2009 FT \$1,000 non-recurring salary supplement
4. 2010 FT \$1,000 added to base salary (*raised all minimum pay grade salary ranges by same*) plus 5% on revised base
5. 2011 FT Two steps added to base plus 2.5% on revised base
6. 2012 FT Added 2% to base salary and \$500 non-recurring salary supplement

SALARY SUPPORT HISTORY

6. Adjunct rate increase *from \$1,821 per 3 credit hour course in 2008/09 to \$2,001 in 2012/13*
7. Part-time Professional/Career Service hourly rates *increased 2-5% each of the last 4 years*

EMPLOYEE BENEFITS SUMMARY

Paid by the College for Fulltime Employees

- Health Insurance
- Life Insurance – Coverage 1.5 X Annual Base Salary
- Sick and Vacation Leave
- Average of 22 paid College Holidays



EMPLOYEE BENEFITS SUMMARY cont.

- Santa Fe Fee Waivers for Employees & Dependents
– \$307.08 per 3 credit hour class
- UF Fee Waivers for Employees
 - \$1,573.68 per 3 credit hour course (graduate level coursework)
- Professional Development Scholarships
– Approximately \$500/per class
- Wellness Program- Coordinating efforts between Blue Cross/Blue Shield & College-Blue Reward
- Employee Assistance Program
- Free Parking (Orange & Blue Decals \$300/yr)



EMPLOYEE BENEFITS SUMMARY cont.

*Continued Unlimited access
to city transit services with
valid SF ID*



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Employee Benefits Paid by the College

Based on a Full-time \$35,000/yr. salary:

Health Insurance (PPO Plan)	\$ 5,879
FICA/Medicare	2,678
Life Insurance	86
Retirement (Regular Class)	2,433
Plus EAP, Flex Spending and Tax Sheltered Annuity Administration	<u>75</u>

Total Benefits Paid by College:

\$ 11,151

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2013-2014 Principles Guiding Salary & Benefits Recommendations

- 1. To retain the best & those most committed to student success .**
- 2. To recruit & employ the brightest & those most committed to student success.**

APPRECIATION FOR EMPLOYEES

2013-2014

Salary and Benefits

*Recommendations to the District
Board of Trustees*

FULL-TIME EMPLOYEES

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Recurring

*5.0% increase effective
July 1, 2013 for 12-month &
August 20, 2013 for 9-month
added to your 2012-13
Base Salary*

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PART-TIME EMPLOYEES

PART-TIME EMPLOYEES

Proposed Salary Increases

Adjuncts

- **Rate effective Fall Term 2013 \$2,061 per 3 credit hour course**
 - *Lake City up to \$1,900 per 3 credit hour course*
 - *Central Florida \$1,770 per 3 credit hour course*
 - *St. Johns River \$1,750 per 3 credit hour course*

Part-time Professional/Career Service Hourly Appointments

- **Up to 3% on 2012/13 Hourly Rate effective with Fall 2013 reappointments**

PART-TIME EMPLOYEES

Proposed Salary Increases

Contracted employees through “TempForce”

1. Any adjustment is at departments discretion
BUT cannot be greater than a 3% increase
2. Departments will need to cover any changes
within current operating budget
3. May require a reduction in hours worked per
contracted employee to cover within
operating budget

APPRECIATION FOR...

- *Students*
- *Employees*
- *Legislature*
- *Governor*
- *Taxpayers*
- *CFO*

Questions or Comments