

2016-2017



SF

SANTA FE
COLLEGE

.....
The smart choice.

Employee
Budget
Workshop



June 20, 2016

SF SANTA FE
COLLEGE

ANNOUNCEMENTS

➤ Fall 2016 Convocation

■ **When:**

*Friday, August 19, 2016 at
8:30 a.m.*

■ **Where: *Fine Arts Hall***

BUDGET PLANNING WITH

RESPECT for

- *Students*
- *Employees*



AGENDA

- **Santa Fe's Planning/Budgeting Process**
- **College Strategic Plan 2014-2019**
- **Historical General Operating Data**
- **2016-2017 Proposed Operating Budget**
- **2016-2017 Proposed Salary & Benefits**

PROCESS

Developed as a component of College Planning

Trustees Retreat

Strategic Planning Discussion at each Board Meeting

Employee → Department → Division Involvement

College Forums/Senate/Career Service Council/

Student Government

Advisory Committees (College)

- Salary and Benefits
- Professional Development
- Technology

PROCESS

Advisory Committees (Career & Technical Programs)

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

Values

Strategies

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*

STRATEGIES

Access

Connection

Direction

Achievement

Historical Financial Data

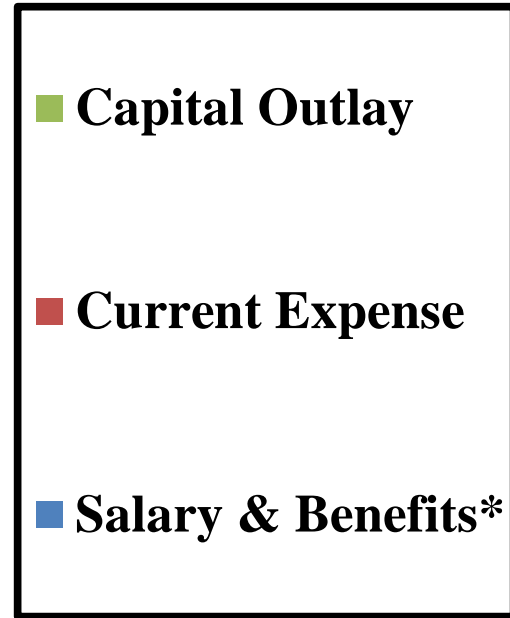
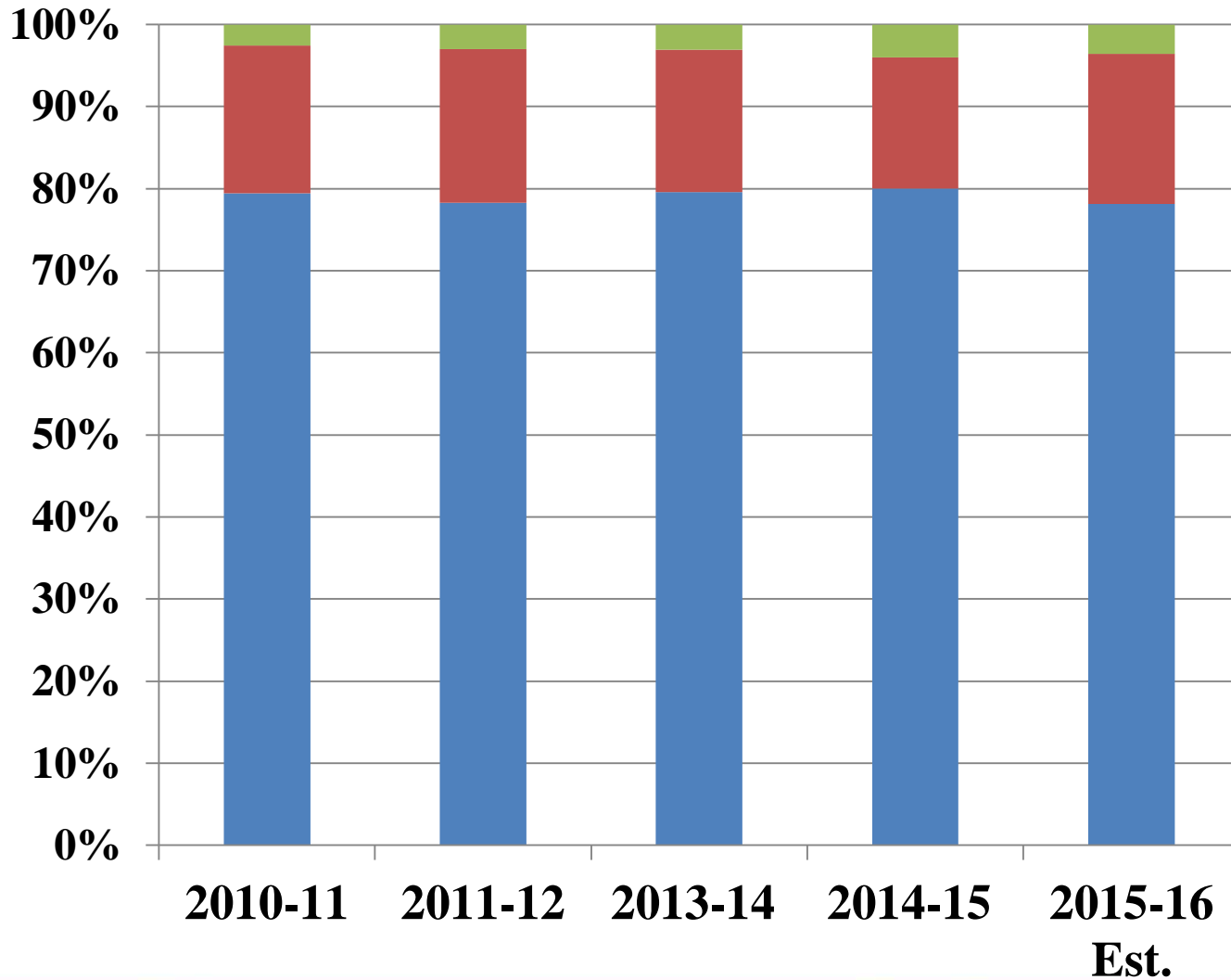
REVENUES

Changes in 2016-2017 Recurring Revenues

| | <u>2015-2016</u> | <u>2016-2017</u> |
|------------------------|-----------------------------|-----------------------------|
| • State Appropriations | \$ 35,844,254 | \$ 36,408,035 |
| • Performance Funding* | 634,192 | 1,907,588 |
| • Student Fees | 33,171,871 | 33,017,166 |
| • All Other | <u>4,239,269</u> | <u>3,859,301</u> |
| TOTAL | <u>\$ 73,889,586</u> | <u>\$ 75,742,090</u> |

*Performance fund from SF Base Budget and SF portion of State Investment. Can increase/decrease each year

ACTUAL EXPENDITURES



*Includes Budgeted Contracted Personnel



SANTA FE COLLEGE

2016-2017

Proposed Operating Budget

(Fund 1)

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

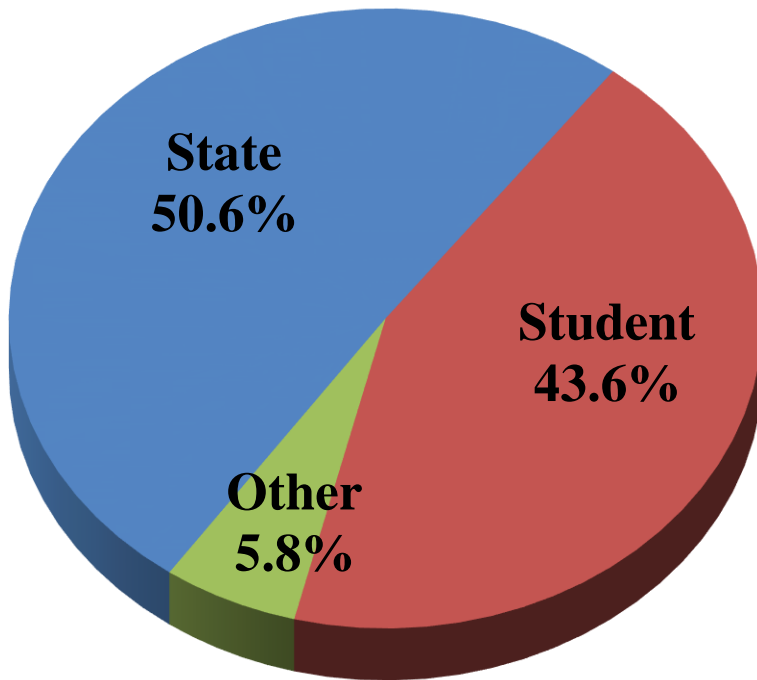
SUMMARY of Funds Available

2016-2017

| | |
|---|-----------------------------|
| Projected Recurring Revenue: | \$ 75,742,090 |
| Projected Non-Recurring Revenue: | <u>4,240,131</u> |
| | <u>\$ 79,982,221</u> |
| | |
| Carry forward (Fund Balance) from prior years: | <u>\$ 20,270,049</u> |

TOTAL RECURRING REVENUE BY SOURCE

2016-2017



State \$ 38,315,623

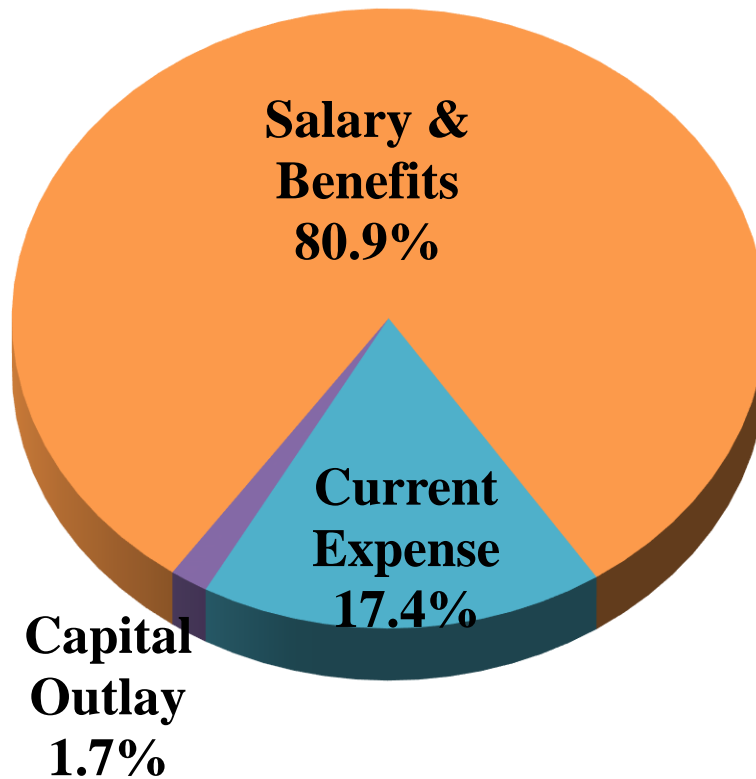
Student 33,017,166

Other 4,409,301

\$ 75,742,090

BUDGETED RECURRING EXPENDITURES BY CATEGORY

2016-2017



| | |
|--------------------|-----------------------------|
| Salary & Benefits* | \$ 61,340,667 |
| Current Expense | 13,148,027 |
| Capital Outlay | <u>1,253,396</u> |
| | <u><u>\$ 75,742,090</u></u> |

* Includes Budgeted Contracted Personnel of \$2,350,000

BUDGETED RECURRING EXPENDITURE ALLOCATIONS

\$75,742,090

Salary and Benefits*

\$ 61,340,667

Current Expenses

| | |
|--|------------------|
| <i>Utilities & Communications</i> | <i>3,108,159</i> |
| <i>Professional & Other Contracted Services</i> | <i>2,593,436</i> |
| <i>Educational & Office Materials & Supplies</i> | <i>2,046,661</i> |
| <i>Professional Develop/Scholarships/Waivers</i> | <i>1,320,105</i> |
| <i>Insurance (Property, WC, GL, etc.)</i> | <i>956,361</i> |
| <i>Student Bad Debt & Financial Processing Fees</i> | <i>850,655</i> |
| <i>Software Licensing</i> | <i>812,743</i> |

**Includes Budgeted Contracted Personnel*

BUDGETED RECURRING EXPENDITURE

ALLOCATIONS cont.

Repairs & Maintenance, Materials & Supplies 703,570

Library Resources 273,000

Printing 325,656

Freight & Postage 157,681

Current Expense Total \$ 13,148,027

Capital Outlay (Technology & Library) \$ 1,253,396

2016-2017 CONSTRUCTION PROJECTS

Vision for Downtown Center



**Funds for
Construction Projects
CANNOT be used for
any other purpose!**

2016-2017

Salary & Benefits

SALARY & BENEFIT SUPPORT HISTORY

- **Health Insurance-Employee benefit covered 100%**
Proposed to continue for 2016-2017 (\$524,536)
- **Life Insurance – Coverage 1.5 X Annual Base Salary paid 100% by College.**
- **Board support of Holiday, Sick and Vacation Leave**

SALARY & BENEFIT SUPPORT HISTORY

- **Santa Fe Fee Waivers for Employees & Dependents**
 - AA 60 Credit course hours \$5,896.20
 - BAS 60 Hours Upper Level \$7,004.40
- **UF Fee Waivers**
 - Full-time employees and their dependents
 - Adjunct employees
 - Fall 2015 used by 14 FT employees, 19 dependents & 7 adjuncts

SALARY & BENEFIT SUPPORT HISTORY

- **Fee Waiver(s) Expense for SF Employees & their Dependents**

| 2015/16 Est. | 2014/15 | 2013/14 | 2012/13 | 2011/12 | 2010/11 |
|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| \$ 312,230 | \$ 328,347 | \$ 293,236 | \$ 302,730 | \$ 298,304 | \$ 253,275 |

SALARY & BENEFIT SUPPORT HISTORY

- **Salary Classification/Equity Studies (Career Service & ITS)**
- **Professional Development Scholarships/Opportunities**
- **Wellness Program- *Coordinating efforts between Blue Cross/Blue Shield & College-Blue Reward***
- **Employee Assistance Program**
- **Unlimited access to regional transit service (RTS) with valid SF ID**
- **Free Parking (Average Cost per Employee at UF \$612)**

Employee Benefits Paid by the College

Based on a Fulltime \$35,000/year salary:

| | |
|---|-----------|
| Health Insurance (PPO Plan) | \$ 7,197 |
| FICA/Medicare | 2,678 |
| Life Insurance | 86 |
| Retirement (Regular Class) | 2,632 |
| Plus EAP, Flex Spending and Tax Sheltered Annuity Administration | <u>75</u> |

Total Benefits Paid by College:

\$ 12,668

SALARY & BENEFIT SUPPORT HISTORY

SALARY & BENEFIT SUPPORT HISTORY

1. **2009 FT \$1,000 non-recurring salary supplement**
2. **2010 FT \$1,000 added to base salary (*raised all minimum pay grade salary ranges by same*) plus 5%**
3. **2011 FT Two steps added to base plus 2.5%**
4. **2012 FT Added 2% to base salary and \$500 non-recurring salary supplement**
5. **2013 FT Added 5% to base salary**

SALARY & BENEFIT SUPPORT HISTORY

- 6. 2014 FT Added 2% to base salary and \$500 non-recurring salary supplement**
- 7. 2015 FT \$1,000 non-recurring salary supplement**
- 8. Adjunct rate increase from \$1,821 per 3 credit hour course in 2008/09 to \$2,103 in 2015/16.**
- 9. SF adjunct rate is in the top of the 28 Florida Colleges.**
- 10. Part-time Professional/Career Service hourly rates increased 2-5% five of the last 6 years**

SALARY & BENEFIT SUPPORT HISTORY

| | 2009/10 to 2015/16 Raises Recurring & One-Time | | | 2009/10 to 2015/16 Raises Recurring | | |
|----------------|--|---------------------------------|--------------------------------|--|---------------------------------|--------------------------------|
| | \$35,000 Base Salary 2008/09 & Paygrade Minimum \$32,000 | \$ Change from Prior Year | % Change from Prior Year | \$35,000 Base Salary 2008/09 & Paygrade Minimum \$32,000 | \$ Change from Prior Year | % Change from Prior Year |
| 2008/09 | \$ 35,000 | | | \$ 35,000 | | |
| 2009/10 | 36,000 | 1,000 | 2.9% | 35,000 | - | 0.0% |
| 2010/11 | 37,800 | 1,800 | 5.0% | 37,800 | 2,800 | 8.0% |
| 2011/12 | 39,401 | 1,601 | 4.2% | 39,401 | 1,601 | 4.2% |
| 2012/13 | 40,689 | 1,288 | 3.3% | 40,189 | 788 | 2.0% |
| 2013/14 | 42,198 | 1,509 | 3.7% | 42,198 | 2,009 | 5.0% |
| 2014/15 | 43,542 | 1,344 | 3.2% | 43,042 | 844 | 2.0% |
| 2015/16 | \$ 44,542 | 1,000 | 2.3% | \$ 43,042 | - | 0.0% |
| Total | | 9,542 | 27.3% | | 8,042 | 23.0% |

RESPECT FOR EMPLOYEES

2016-2017

Salary and Benefit

Recommendations to the District

Board of Trustees

FULL-TIME EMPLOYEES

FULL-TIME EMPLOYEES

One-Time (Non-Recurring)

\$1,250 Salary Supplement
to be paid in November

\$1,250 Salary Supplement
to be paid in March

In addition a Recurring

**2.0% increase effective
July 1, 2016 for 12-month &
August 19, 2016 for 9-month
added to your 2015-16
Base Salary**

Career Service Classification Study

In addition, a Recurring

\$650 added

to each Career Service employees

beginning 2016-17 Base

Salary

Effective July 1, 2016

PART-TIME EMPLOYEES

PART-TIME EMPLOYEES

Proposed 2% Salary Increases

Adjuncts

- 2% Rate increase to \$2,145 per 3 credit hour course *effective Fall Term 2016*

Part-time Professional/Career Service Hourly Appointments

- Up to 2% on 2015/16 Hourly Rate *effective with Fall 2016 reappointments*

PART-TIME EMPLOYEES

Proposed Salary Increases

Contracted employees through “TempForce”

- Increase up to departments discretion BUT departments will need to cover *increase* within current operating budgets. May require a reduction in hours worked per contracted employee.

RESPECT FOR...

- *Students*
- *Employees*

FULL & PART-TIME EMPLOYEES

What is coming.....

- Support of Governor
- Support of our Legislative Delegation
- Support of House & Senate Leadership
- More representation in Tallahassee
- Grants will increase
- Completion of Career Service Study
- Fall Enrollment
- New Programs

Questions or Comments