

BELMONT TECHNICAL COLLEGE

**BOARD OF TRUSTEES
MEETING**

**June 26, 2008
7:00 PM**

TAB A

AGENDA

**Belmont Technical College
District Board of Trustees Meeting
June 26, 2008 at 7:00 p.m.**

A M E N D E D A G E N D A

CALL TO ORDER

Elizabeth Gates, Chair

ROLL CALL

**PLEDGE OF
ALLEGIANCE**

**INTRODUCTION OF
VISITORS**

Elizabeth Gates, Chair

**APPROVAL OF
AGENDA**

Elizabeth Gates, Chair

A

APPROVAL OF MINUTES

Elizabeth Gates, Chair

B

CONSENT AGENDA

C

Human Resources Items

C1

Position Modification

- Dean of Workforce and Economic Development
- Director of Information Systems

New Position

- Director of Mining Education

Authorizations to Hire

- Director of Industrial Trades and Contract Training
- Assistant Director of Nursing Programs
- Civil/Mechanical Engineering Faculty
- Director of Mining Education
- Practical Nursing Faculty-Evening Program

Ratification of Employment

- Nursing Faculty, Jonne Herman
- Nursing Faculty, Christina Jacobs

Appointment

- Director of Information Systems

Administrative Items

C2

- Budget for FY09
- Salary Adjustments and Increases FY09
- One Time Merit Payment to Employees
- Transfer of Fund Balance

Board Items

C3

- Resolution in Support of Monroe County Memorandum of Understanding
- Renewal of President's Employment

PRESIDENT'S REPORT

Dr. Joseph E. Bukowski, President

D

**MONITORING
ACTIVITIES**

E

Financial

Financial Report

E1

- May Financial Report 2008

*John S. Koucoumaris, Vice President of
Administrative Affairs*

Section IV: Ends Policies

**Board Rule- 400.0100.00
Student Development**

E2

- Assessment Studies of English &
Mathematics

*Dr. Rebecca Kurtz, Vice President of
Learning and Student Success*

**Board Rule-400.0300.00
Articulation and Transfer**

E3

- Articulation Agreements and Course
Transferability

*Dr. Rebecca Kurtz, Vice President of
Learning and Student Success*

**REPORTS &
PRESENTATIONS**

None.

**UPCOMING
EVENTS/MEETINGS**

Quarterly Trustee Meeting- Board of Regents
Tuesday, September 16, 2008
10:00 a.m. – 4:00 p.m.
Columbus State Community College
The Center for Workforce Development
4th Floor Ballroom
315 Cleveland, Avenue, Columbus, Ohio

Association of Community College Trustees
39th Annual Leadership Congress
October 29-November 1, 2008
New York

Trustees Banquet
September 17, 2008

**COMMENTS FROM
CHAIR**

Elizabeth Gates, Chair

**COMMENTS FROM
COLLEGE COMMUNITY**

**NEXT REGULAR
MEETING**

To Be Determined: July 24, 2008?

ADJOURNMENT

TAB B
MINUTES

BELMONT TECHNICAL COLLEGE
BOARD OF TRUSTEES MEETING

MINUTES OF May 29, 2008

The regular meeting of the Belmont Technical College District Board of Trustees was held at 7:00 p.m. on May 29, 2008 ..

CALL TO ORDER	Elizabeth Gates, Chair, called the meeting to order at 7:15 p.m.
ROLL CALL	Marcia Bedway ----- Present Anna Carson----- Absent Lorrinda Saxby----- Present Elizabeth Gates ----- Present William Hunkler----- Present Charles Jobe ----- Present Marshall Piccin ----- Present Suzanne Pollock ----- Present John Swan ----- Absent
	There being a quorum, the meeting proceeded.
ATTENDANCE	John Koucoumaris, Terry Loy, Brenda Lohri-Posey, Jane Evans, Tim Houston, Greg Fehr, Cathy Bennett, Michael Sterling, Judy Sandstead, Erin Neely, Bobbi McMillen, Amy Leoni, Karen Taylor, Linda Poland and President Joseph Bukowski.
INTRODUCTION OF VISITORS	
ACCEPTANCE OF AMENDED AGENDA	Mr. Piccin motioned, seconded by Dr. Saxby to accept the amended agenda- with the resolution for Ms. Carson being pulled to be addressed as a separate item. All ayes - motion carried.
APPROVAL MINUTES	Ms. Bedway motioned, seconded by Mr. Hunkler to accept the minutes of April 24, 2008 with one correction to the minutes {Correction of spelling on name of visitor: Phyllis <u>Claus</u> } Approval of the Agenda, followed by the Approval of the minutes. All ayes-motioned carried.
CONSENT AGENDA	
Human Resources Items	<u>Hiring Ratification</u> Karen Taylor, Transitional Studies Coordinator <u>Approval of New Positions</u> Director of Industrial Trades and Contract Training Assistant Director, Nursing Programs <u>Resignation</u> Frank Ferrel, Industrial Trade Program Coordinator

Administrative Items:

None.

Board Items:

Resolution of Appreciation: Anna E. Carson

**BELMONT TECHNICAL COLLEGE
BOARD OF TRUSTEES**



**RESOLUTION OF APPRECIATION
OF ANNA M. CARSON**

WHEREAS, Anna Carson was appointed to the Board of Trustees of Belmont Technical College by Governor George V. Voinovich in April 1992; and

WHEREAS Anna Carson has served the community by performing the duties of a trustee in an exemplary manner for over 16 years; and

WHEREAS Anna Carson has provided enormous leadership for the board of trustees on many issues; and

WHEREAS Mrs. Carson's leadership was vital to the College during many crucial periods during her tenure as a trustee; and

WHEREAS Mrs. Carson's colleagues on the board of trustees universally recognize her as a leader of the board and rely on her judgment; and

WHEREAS her term of office as a trustee has come to an end;

THEREFORE BE IT RESOLVED that the Board of Trustees of Belmont Technical College recognize and thank Anna Carson for her exemplary performance as a trustee of the College.

PRESIDENT REPORT:

The President reported to the Board at the Workshop therefore in the interest of time the President did not give his report.

MONITORING ACTIVITIES:

April 2008
 Financial Reports:

John S. Koucoumaris, Vice President of Administrative Affairs presented the April 2008 Financial report.

The cash position of the College as of March 31, 2008 is as follows:

Checking Account	\$	1,222,062.44
Certificates of Deposit	\$	8,990,343.29
Savings	\$	505,935.04
Total Temporary Investments	\$	9,496,278.33
Total Cash and Temporary Investments	\$	10,718,340.77

The Budget Report shows the following:

	<u>This Year</u> <u>% Recorded</u>	<u>% Year</u> <u>Completed</u>
Budgeted Revenues	92.8%	83.3%
Budgeted Expenditures	77.6%	83.3%

1. The Unexpended Plant Fund Report is in the amount of \$ 1,575,690.97.
2. The Repair and Replacement Fund Report (Plant Fund) is in the amount of \$ 61,953.43.
3. The Board Appropriated Fund Report is in the amount of \$ 1, 765,112.73.
4. The Start up Fund is in the amount of \$ 290,380.41.

Mr. Hunkler motioned, seconded by Mr. Jobe to accept the April 2008 financial report presented by Mr. Koucoumaris.

All ayes – motion carried.

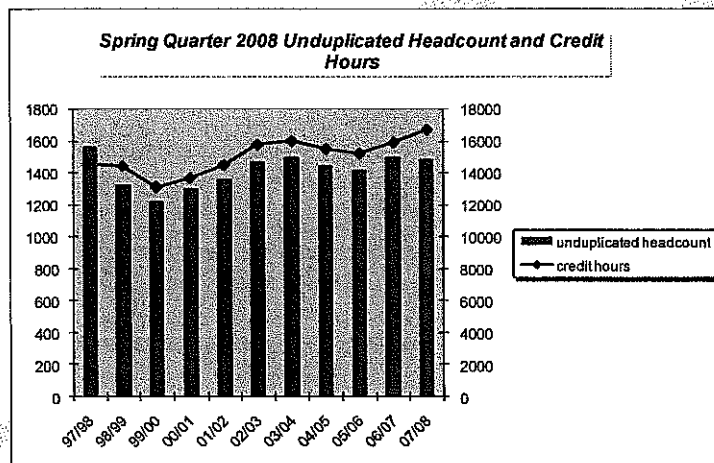
Board Rule 400.000.00:

Access to Higher Education (400.0000.00)

Quarterly Enrollment Statistics

May 29, 2008

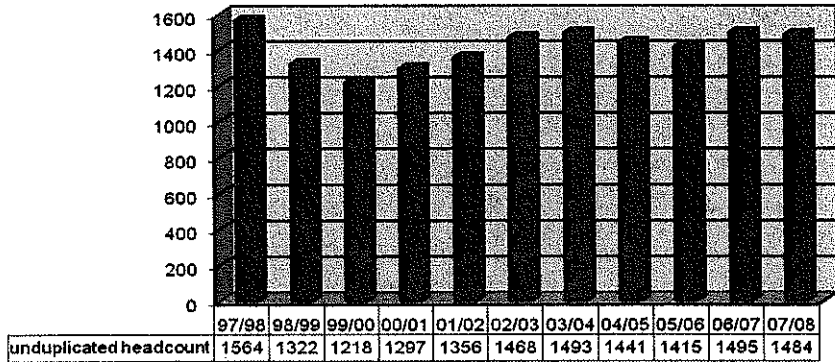
This report presents data representing enrollment statistics for Spring Quarter 2008. The first chart displays vertical bars representing unduplicated headcount for all students and a horizontal line showing the total number of credit hours for all students. The second and third charts display trends for unduplicated headcount credit hours of enrollment.



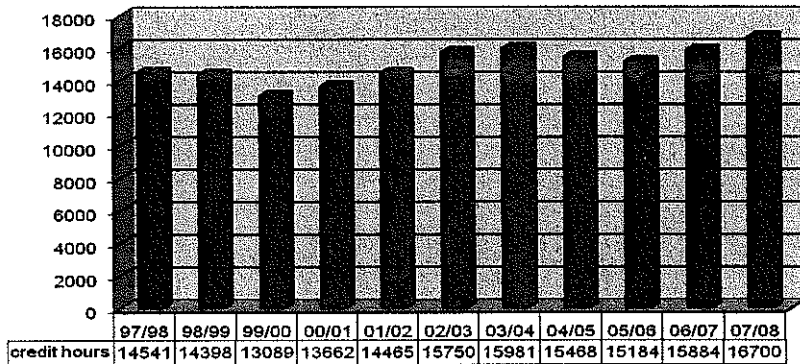
The goal for student headcount was set at 1,475. The number of students attending Belmont Technical College during spring 2008 surpassed that goal and reached 1,484 students. The goal for credit hours of enrollment for spring quarter was 15,643 credit hours. The actual number of credit hours of enrollment for spring 2008 at BTC was 16,699.5. Enrollment exceeded goals in terms of numbers of students attending and credit hours of enrollment.

Enrollment trends for unduplicated headcount and credit hours are displayed separately in the following two charts.

Spring Quarter 2008 Unduplicated Headcount



Spring Quarter 2008 Credit Hours



Board Rule 400.300.00:

Articulation and Transfer ~ (400.0300.00)

Transfer rates

***Transfer rates compared with comparable institutions
 Performance after transfer to upper division baccalaureate programs***

Belmont Technical College provides programs to prepare students for upper division programs in baccalaureate institutions. Students in technical programs continue their education at four-year institutions. In addition, a transfer mission for the college has guided development of Associate of Arts (AA) and Associate of Science (AS) degrees. Monitoring transfer rates and students' performance after transfer to upper division baccalaureate programs are ways of evaluating Belmont Technical College's success in meeting the needs of BTC students who are ready to continue beyond two-year degrees (Board Policies, Section IV, 400.0300.00 Articulation and Transfer). BTC's systematic approach to monitoring transfer rates and performance begins with gathering data from the work of Student Services advisors and the Jenzabar EX database.

Transfer rates

This report presents data from BTC's graduate exit survey in Table 1, Intent to transfer. The instrument asked students to indicate their "intent to transfer" to four-year institutions. Data were gathered from 151 students who responded to the survey between January 1 and May 7, 2008. Completion of the survey was voluntary, and some students chose not to complete the instrument, others had not made plans for after graduation, or did not respond to the question asking about their plans following graduation. Sixty-eight graduates (45%) indicated plans to continue their education.

Table 1 *Transfer rates* (2008 graduates responding, N=151)

Institution	Intending to attend
Bethany College	1
Bowling Green University	1
Claron University	1
Franklin University	1
Kent State University	2
Ohio University	3
Ohio University Eastern	12
University of Cincinnati	1
University of North Carolina	1
Valdosta University	1
West Liberty State College	1
West Virginia University	1
Wheeling Jesuit University	8
Continuing, institution undecided	34
Total number responding	68

Transfer rates compared with comparable institutions

The Ohio Board of Regents (OBR) provides through its Higher Education Information (HEI) system a Mobility Report for undergraduate public institutions (<http://regents.ohio.gov/hei/index.php>). The system allows institutional researchers to look at counts of students who have enrolled at institutions following enrollment in Ohio's public colleges and universities. Table 2, Transfer rates at comparable institutions, summarizes the numbers of students reported to have transferred from one institution to another for the time period beginning in fall 2006 through fall 2008.

Table 2 Transfer rates at comparable institutions

Institution	Tr. to Ohio Inst.	Tr. from BTC to Comparables.	Tr. To BTC from Comparables
Belmont Technical College	171		
Jefferson Community College	173	24	28
Washington State Community College	135	1	0
Zane State College	177	11	14

Ohio Board of Nursing:

The Ohio Board of Nursing

Dr. Brenda Lohri-Posey presented to the Board a report on the recent visit of the Ohio Board of Nursing to review the Practical Nursing Program and the Associate Degree Program (RN).

National City Bank:

Ms. Gates asked the Board to review the correspondence from National City Bank in regards to the Board 's due diligence as it pertains to financial institutions.

REPORTS & PRESENTATIONS

Celebration of Learning

Karen Taylor, Transitional Studies Coordinator and Any Leoni, Learning and Information Services Librarian presented a report on the Celebration of Learning to the Board of Trustees.

OACC Spring Meeting:

Mr. Piccin reported the Spring meeting was very informative and of great value.

COMMENTS FROM THE CHAIR:

Ms. Gates commended the Celebration of Learning Committee on a job well done.

COMMENTS FROM THE COLLEGE COMMUNITY:

None.

EVENTS UP AND COMING:

Nursing Graduation Ceremony, June 5, 2008 and Graduation Ceremony, June 6, 2008

NEXT REGULAR MEETING:

The next regular meeting of the Board of Trustees will be held on Thursday, June 26, 2008 at the main campus. Workshop will be held at 5:00 p.m.

ADJOURNMENT:

There being no further business of the Board of Trustees the meeting adjourned at 8:13 p.m.

Elizabeth Gates, Chair

Joseph E. Bukowski, President

Date Approved: ____ / ____ / ____

TAB C

CONSENT AGENDA

TAB C1

CONSENT AGENDA

Human Resources

Items

**AGENDA ITEM C1: POSITION MODIFICATION – DEAN OF
WORKFORCE AND ECONOMIC DEVELOPMENT**
Board of Trustees Meeting Date: 6/26/08

At the March Board of Trustees meeting, the Board approved the position of Dean of Workforce Development and Community Education. Because the position will include considerable responsibility in the area of economic development activities in the college's service district, it is recommended that the title be changed to Dean of Workforce and Economic Development.

RECOMMENDATION: It is recommended that the Board approve a change in title of the Dean of Workforce Development and Community Education to the Dean of Workforce and Economic Development.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

AGENDA ITEM C1: POSITION MODIFICATION –
DIRECTOR OF INFORMATION SYSTEMS
Board of Trustees Meeting Date: 6/26/08

It is requested that the Board authorize a change in title for the position of Interim Director of Information Services. The new title will be Director of Information Systems.

There is no change in the classification or grade level for the position. It is a full-time administrative staff position in Grade Level 14, with a salary range of \$47,904 (minimum) to \$73,508 (maximum).

RECOMMENDATION: It is recommended that the Board approve the change in title as indicated above.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

*AGENDA ITEM C1: NEW POSITION –
DIRECTOR OF MINING EDUCATION
Board of Trustees Meeting Date: 6/26/08*

The scope of the position of Director of Mining Education will involve assessing, planning, implementing, and evaluating the training and education for individuals who are potential new and inexperienced surface and underground miners. Programming will also involve training and education for experienced miners.

The Director will need to have excellent communication skills in order to network with mining engineers and administrators to assess training and educational needs within the workforce, and then set up programs. Recruitment of additional qualified faculty will be part of the position responsibilities. A high degree of organizational skills will be necessary to coordinate multiple projects occurring at the same time.

Coal mining experience in production, front-line foreman, and supervisory positions will be preferred in seeking an individual for the position. Experiential and theoretical knowledge of mine safety, hazards, and basic processes will be important, with some basic knowledge of electrical, hydraulics, and pneumatics also needed. Other qualifications will include: certification as an MSHA instructor; prior teaching experience, and a Bachelors Degree in a related field.

The recommended position level is 11 (range: \$35,982 - \$55,298).

RECOMMENDATION: It is recommended that the Board approve the new position of Director of Mining Education as outlined above at the recommended salary grade level.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

AGENDA ITEM C1: AUTHORIZATION TO HIRE
Board of Trustees Meeting Date: 6/26/08

It is requested that the Board authorize the President to make the hiring decision for the position of Director of Industrial Trades and Contract Training with the Board ratifying the decision at a subsequent Board meeting.

RECOMMENDATION: It is recommended that the Board of Trustees authorize the President to make the hiring decision regarding the position of Director of Industrial Trades and Contract Training, with the decision to be ratified by the Board at a subsequent meeting.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

AGENDA ITEM C1: AUTHORIZATION TO HIRE
Board of Trustees Meeting Date: 6/26/08

It is requested that the Board authorize the President to make the hiring decision for the position of Assistant Director of Nursing programs with the Board ratifying the decision at a subsequent Board meeting.

RECOMMENDATION: It is recommended that the Board of Trustees authorize the President to make the hiring decision regarding the position of Assistant Director of Nursing Programs, with the decision to be ratified by the Board at a subsequent meeting.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

AGENDA ITEM C1: AUTHORIZATION TO HIRE
Board of Trustees Meeting Date: 6/26/08

It is requested that the Board authorize the President to make the hiring decision for the position of Civil/Mechanical Engineering Program Faculty with the Board ratifying the decision at a subsequent Board meeting.

RECOMMENDATION: It is recommended that the Board of Trustees authorize the President to make the hiring decision regarding the position of Civil/Mechanical Engineering Program Faculty, with the decision to be ratified by the Board at a subsequent meeting.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

*AGENDA ITEM C1: NEW POSITION –
DIRECTOR OF MINING EDUCATION
Board of Trustees Meeting Date: 6/26/08*

The scope of the position of Director of Mining Education will involve assessing, planning, implementing, and evaluating the training and education for individuals who are potential new and inexperienced surface and underground miners. Programming will also involve training and education for experienced miners.

The Director will need to have excellent communication skills in order to network with mining engineers and administrators to assess training and educational needs within the workforce, and then set up programs. Recruitment of additional qualified faculty will be part of the position responsibilities. A high degree of organizational skills will be necessary to coordinate multiple projects occurring at the same time.

Coal mining experience in production, front-line foreman, and supervisory positions will be preferred in seeking an individual for the position. Experiential and theoretical knowledge of mine safety, hazards, and basic processes will be important, with some basic knowledge of electrical, hydraulics, and pneumatics also needed. Other qualifications will include: certification as an MSHA instructor; prior teaching experience, and a Bachelors Degree in a related field.

The recommended position level is 11 (range: \$35,982 - \$55,298).

RECOMMENDATION: It is recommended that the Board approve the new position of Director of Mining Education as outlined above at the recommended salary grade level.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

***AGENDA ITEM C1: AUTHORIZATION TO HIRE-
PRACTICAL NURSING FACULTY-EVENING PROGRAM***
Board of Trustees Meeting Date: 6/26/08

It is requested that the Board authorize the President to make the hiring decision for the position of Practical Nursing Faculty – Evening Program with the Board ratifying the decision at a subsequent Board meeting. The position is open as a result of Ms. Jonne Herman vacating this position to be employed in the day practical nursing program.

RECOMMENDATION: It is recommended that the Board of Trustees authorize the President to make the hiring decision regarding the position of Practical Nursing Faculty – Evening Program, with the decision to be ratified by the Board at a subsequent meeting.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

**AGENDA ITEM C1: RATIFICATION OF EMPLOYMENT –
NURSING FACULTY**

Board of Trustees Meeting Date: 6/26/08

At a previous Board meeting, the President was given authority to make the hiring decision for the position of Practical Nursing Faculty, with the Board to ratify the decision at a subsequent meeting.

Ms. Jonne Herman has accepted the position effective Fall Quarter 2008. She has been a full-time faculty member in the evening Practical Nursing Program since January of 2006, and was previously employed as an adjunct instructor for 14 years with the College. Ms. Herman also has previous experience with City Hospital and Intrepid USA Healthcare. She has a Bachelor of Science in Nursing, an Associate Degree in Nursing, and a certificate in Practical Nursing.

Faculty rank is at the Associate Professor level, with a starting salary of \$37,000.00.

RECOMMENDATION: It is recommended that the Board ratify the employment of Ms. Jonne Herman in the position of Practical Nursing Faculty at an annual salary of \$37,000.00, effective Fall Quarter 2008.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

***AGENDA ITEM C1: RATIFICATION OF EMPLOYMENT –
NURSING FACULTY***

Board of Trustees Meeting Date: 6/26/08

At a previous Board meeting, the President was given authority to make the hiring decision for the position of Practical Nursing Faculty, with the Board to ratify the decision at a subsequent meeting.

Ms. Christina Jacobs has accepted the position effective Fall Quarter 2008. She has adjunct teaching experience instructing in the Practical Nursing Program since November of 2003, and has over 20 years of experience as a staff nurse/manager in various health settings. Ms. Jacobs has a Bachelor of Science in Nursing, and an Associate Degree in Nursing. Reference checks for her were excellent.

Faculty rank is at the Assistant Professor level, with a starting salary of \$34,000.00.

RECOMMENDATION: It is recommended that the Board ratify the employment of Ms. Christina Jacobs in the position of Practical Nursing Faculty at an annual salary of \$34,000.00, effective Fall Quarter 2008.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

*AGENDA ITEM C1: APPOINTMENT –
DIRECTOR OF INFORMATION SYSTEMS
Board of Trustees Meeting Date: 06/26/2008*

It is recommended that Marilyn Wildman be employed in the position of Director of Information Systems effective July 1, 2008.

Mrs. Wildman has served in the position of Interim Director of Information Services since July of 2007. She has been very successful in providing leadership and stability to the department, and in managing the process to restructure the organization of the information systems area.

Mrs. Wildman has been with the College since 1975 as a faculty member in computer programming, and currently holds the rank of Professor. She has a Bachelor of Science from West Virginia University, and a Master degree in Computer Science from Wheeling College.

She will be employed under a two-year, administrative contract for the term of July 1, 2008, through June 30, 2010. There is no change in the current base salary.

RECOMMENDATION: It is recommended that Marilyn Wildman be employed in the position of Director of Information Systems for the term of July 1, 2008 through June 30, 2010.

SUBMITTED BY: Marge Hawthorne, Director of Human Resources

TAB C2

CONSENT AGENDA

Administrative Items

AGENDA ITEM C2: 2008/09 BUDGET
Board of Trustees Meeting Date: 06/26/08

The administration is recommending a budget of \$11,475,550 for fiscal year 2008-2009. This budget represents an increase of \$319,605 (2.86%) over the 2007-2008 budget.

The following pages show the detail for revenue, organizational budgets, and priorities.

RECOMMENDATION: Recommend that the Board approve the college budget for fiscal year 2008-2009 as presented.

SUBMITTED BY: John S. Koucoumaris, Vice President of Administrative Affairs

REVENUE COMPARISON

Estimated Revenue	2007 / 2008 Budget		Change	2008 / 2009 Budget	
OBR - Subsidy	\$ 4,803,525.00	43.06%	\$ 147,543.00	\$ 4,951,068.00	43.14%
OBR - Access Challenge	\$ 494,153.00	4.43%	\$ 26,458.00	\$ 520,611.00	4.54%
USDA Food Program	\$ 2,500.00	0.02%	\$ (2,500.00)	\$ -	0.00%
Instructional Fee	\$ 3,651,622.00	32.73%	\$ 78,489.00	\$ 3,730,111.00	32.50%
General Course Fee	\$ 721,308.00	6.47%	\$ 15,504.00	\$ 736,812.00	6.42%
Technology Fee	\$ 661,198.00	5.93%	\$ 14,213.00	\$ 675,411.00	5.89%
Lab Fee	\$ 300,000.00	2.69%	\$ 10,000.00	\$ 310,000.00	2.70%
Student Life Fee	\$ 29,127.00	0.26%	\$ (643.00)	\$ 28,484.00	0.25%
Graduation Fee	\$ 9,000.00	0.08%	\$ -	\$ 9,000.00	0.08%
Cr by Exam/Life Experience	\$ 5,000.00	0.04%	\$ -	\$ 5,000.00	0.04%
Comm Ed - For Credit Tuition	\$ 45,563.00	0.41%	\$ (30,375.00)	\$ 15,188.00	0.13%
General Course Fee - Cr. Com Ed	\$ 9,000.00	0.08%	\$ (6,000.00)	\$ 3,000.00	0.03%
Technology Fee - Credit Com Ed	\$ 8,250.00	0.07%	\$ (5,500.00)	\$ 2,750.00	0.02%
Lab Fees - For Credit Comm Ed	\$ 530.00	0.00%	\$ 470.00	\$ 1,000.00	0.01%
Student Life Fee - Credit Comm Ed	\$ 58.00	0.00%	\$ 58.00	\$ 116.00	0.00%
Temporary Investment Income	\$ 185,711.00	1.66%	\$ 14,289.00	\$ 200,000.00	1.74%
RN Application Test Inc	\$ -	0.00%	\$ 2,000.00	\$ 2,000.00	0.02%
Nursing Deposits Forfeited	\$ 1,100.00	0.01%	\$ 900.00	\$ 2,000.00	0.02%
Student Activities Income	\$ -	0.00%	\$ 5,000.00	\$ 5,000.00	0.04%
Misc Inc - Collection Fees	\$ -	0.00%	\$ 2,000.00	\$ 2,000.00	0.02%
Miscellaneous	\$ 30,000.00	0.27%	\$ 5,000.00	\$ 35,000.00	0.30%
Public Events Income	\$ -	0.00%	\$ 5,000.00	\$ 5,000.00	0.04%
Mathcounts, Jets, Sci Fair Inc	\$ -	0.00%	\$ 6,000.00	\$ 6,000.00	0.05%
Comm Ed- Credit Surcharge	\$ 2,000.00	0.02%	\$ (2,000.00)	\$ -	0.00%
ODHS - Nanny income	\$ 41,000.00	0.37%	\$ 24,000.00	\$ 65,000.00	0.57%
Child Care Private Payment	\$ 20,000.00	0.18%	\$ (5,000.00)	\$ 15,000.00	0.13%
Comm Ed - Non Credit	\$ 135,300.00	1.21%	\$ (35,300.00)	\$ 100,000.00	0.87%
Workforce Dev. Inc - Non Credit	\$ -	0.00%	\$ 50,000.00	\$ 50,000.00	0.44%
Total Estimated Revenue	\$ 11,155,945.00	100.00%	\$ 319,606.00	\$ 11,475,551.00	100.00%

This chart compares the income estimates for FY 2008-2009 with those of FY 2007-2008

Rev by Source

		2009		Percentage Actual		Board of Regents		State Grants		Tuition		Other Stu Fee		Sales/Serv		Misc	
		Total Revenue	Total Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue
0-00-0	0 0009	4,951,068	43.144%	4,951,068													
	42011 OBR - Subsidy	520,610	4.537%	520,610													
0-00-0	0 0000	3,730,111	32.505%	3,730,111													
	42013 OBR - Access Challenge	736,812	6.421%	736,812													
	41121 Instructional Fee	675,411	5.886%	675,411													
	41122 General Course Fee	310,000	2.701%	310,000													
	41123 Technology Fee	28,484	0.248%	28,484													
	41125 Lab Fee	5,000	0.044%	5,000													
	41126 Student Life Fee	9,000	0.078%	9,000													
	41127 Cr by Exam/Life Experience	15,188	0.132%	15,188													
	41128 Graduation Fee	3,000	0.026%	3,000													
0-00-0	0 0000	2,750	0.024%	2,750													
	41721 Comm Ed - For Credit Tuition	1,000	0.009%	1,000													
	41722 General Course Fee - Cr Comm Ed	116	0.001%	116													
	41723 Technology Fee - Credit Com Ed	100,000	0.871%	100,000													
	41725 Lab Fees - For Credit Comm Ed	50,000	0.436%	50,000													
	41726 Student Life Fee-Credit Comm Ed	-	0.000%	-													
	41790 NonCredit Community Ed	65,000	0.566%	65,000													
	41890 NonCredit Workforce Development	-	0.000%	-													
	41899 Comm Ed- Credit Surcharge	15,000	0.131%	15,000													
	43320 ODHS - Nanny income	200,000	1.743%	200,000													
	44352 USDA Food Program	2,000	0.017%	2,000													
	45320 Child Care Private Payment	2,000	0.017%	2,000													
	47091 Temporary Investment Income	5,000	0.044%	5,000													
	49094 RN Application Test Income	2,000	0.017%	2,000													
	49095 Nursing Deposits Forfeited	2,000	0.017%	2,000													
	49096 Student Activities	35,000	0.305%	35,000													
	49098 Misc Inc - Collection Fees	5,000	0.044%	5,000													
	49099 Miscellaneous	6,000	0.052%	6,000													
	49800 Public Events Income																
	49810 MathCounts Jets Sc Fair Income																
Total Budgeted Income		11,475,550	100.00%	5,471,678	48%	65,000	1%	3,745,299	33%	1,921,573	17%	15,000	0%	257,000	2%		
Percentage By Source																	

ORGANIZATIONAL BUDGETS COMPARISON

ORGANIZATIONAL BUDGETS	DEPT	FY 2007 / 2008		CHANGE	FY 2008 / 2009	
BUSINESS TECHNOLOGY	1810	\$ 1,412,836.00	12.99%	\$ 2,643.00	\$ 1,415,479.00	12.63%
HEALTH TECHNOLOGY	1820	\$ 1,317,793.00	12.12%	\$ 70,135.00	\$ 1,387,928.00	12.39%
PUBLIC SERVICES TECHNOLOGY	1830	\$ 181,838.00	1.67%	\$ 6,305.00	\$ 188,143.00	1.68%
ENGINEERING TECHNOLOGY	1840	\$ 1,076,066.00	9.90%	\$ 7,411.00	\$ 1,083,477.00	9.67%
COMMUNITY EDUCATION - CREDIT	2000	\$ 35,971.00	0.33%	\$ -	\$ 35,971.00	0.32%
COMMUNITY EDUCATION - NON-CREDIT	3000	\$ 81,607.00	0.75%	\$ -	\$ 81,607.00	0.73%
MATHCOUNTS, JETS, SCIENCE FAIR	9000	\$ 11,856.00	0.11%	\$ -	\$ 11,856.00	0.11%
ACADEMIC AFFAIRS	1890	\$ 522,699.00	4.81%	\$ 2,662.00	\$ 525,361.00	4.69%
LEARNING RESOURCE CENTER	3100	\$ 540,347.00	4.97%	\$ 9,400.00	\$ 549,747.00	4.91%
STUDENT SUCCESS CENTER	3105	\$ 113,576.00	1.04%	\$ (3,236.00)	\$ 110,340.00	0.98%
NORTH CENTER - ADMINISTRATION	3210	\$ 39,809.00	0.37%	\$ 1,666.00	\$ 41,475.00	0.37%
COMMUNITY ED - ADMINISTRATION	7000	\$ 133,195.00	1.22%	\$ 41,835.00	\$ 175,030.00	1.56%
ADMISSIONS/RECORDS/COUNSELING	3300	\$ 504,219.00	4.64%	\$ 12,312.00	\$ 516,531.00	4.61%
ENROLLMENT MANAGEMENT	3305	\$ 4,000.00	0.04%	\$ -	\$ 4,000.00	0.04%
MAIN CAMPUS - CHILD CARE	3320	\$ 192,884.00	1.77%	\$ 14,032.00	\$ 206,916.00	1.85%
FINANCIAL AID ADMINISTRATION	3350	\$ 176,134.00	1.62%	\$ (8,216.00)	\$ 167,918.00	1.50%
INSTITUTIONAL GENERAL EXPENSE	3400	\$ 542,808.00	4.99%	\$ 23,692.00	\$ 566,500.00	5.06%
ACCREDITATION	3405	\$ 10,200.00	0.09%	\$ 800.00	\$ 11,000.00	0.10%
EXECUTIVE ADMINISTRATION	3500	\$ 264,272.00	2.43%	\$ 14,992.00	\$ 279,264.00	2.49%
BUSINESS OFFICE	3505	\$ 170,714.00	1.57%	\$ 6,915.00	\$ 177,629.00	1.59%
INSTITUTIONAL COMPUTING	3510	\$ 510,251.00	4.69%	\$ 96,019.00	\$ 606,270.00	5.41%
HUMAN RESOURCES	3515	\$ 207,727.00	1.91%	\$ 7,564.00	\$ 215,291.00	1.92%
EXTERNAL AFFAIRS	3520	\$ 507,982.00	4.67%	\$ (41,751.00)	\$ 466,231.00	4.16%
VICE PRES OF ADMINISTRATIVE AFFAIRS	3525	\$ 158,886.00	1.46%	\$ (10,472.00)	\$ 148,414.00	1.32%
VICE PRES LEARNING & STUDENT SUCCESS	3530	\$ 176,628.00	1.62%	\$ (6,020.00)	\$ 170,608.00	1.52%
ASSOC DEAN ACADEMIC AFFAIRS	3535	\$ 79,661.00	0.73%	\$ (1,236.00)	\$ 78,425.00	0.70%
DEAN OF STUDENT SUCCESS	3545	\$ 106,828.00	0.98%	\$ 3,615.00	\$ 110,443.00	0.99%
INSTITUTIONAL ADVANCEMENT	3550	\$ 158,177.00	1.45%	\$ 12,045.00	\$ 170,222.00	1.52%
RECRUITMENT	3560	\$ 142,413.00	1.31%	\$ 3,045.00	\$ 145,458.00	1.30%
PLANTS & GROUNDS	3200	\$ 888,558.00	8.17%	\$ 18,442.00	\$ 907,000.00	8.09%
PLANTS & GROUNDS - NORTH CENTER	3215	\$ 118,510.00	1.09%	\$ 3,506.00	\$ 122,016.00	1.09%
GRANTS	3450	\$ 485,500.00	4.46%	\$ 43,500.00	\$ 529,000.00	4.72%
TOTAL ORGANIZATIONAL BUDGETS		\$ 10,873,945.00	100.00%	\$ 331,605.00	\$ 11,205,550.00	100.00%

This chart compares the expenditures for FY 2008-2009 with those of FY 2007-2008

Budget Summary
FY 2008/2009

	<u>Original</u>
<u>Revenue</u>	
Current Revenue	11,475,550

Expenses By Function

Instructional	4,192,605	
Public Service	11,856	
Academic Support	1,401,953	
Student Services	895,365	
Institutional Support	3,145,755	
Operations - Maintenance	1,029,016	
Grants	<u>529,000</u>	
		11,205,550

Funding Priorities

Contingency	100,000	
Salary Increases	150,000	
Health Care Increase	<u>20,000</u>	
		270,000

Net

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AGENDA ITEM C2: SALARY ADJUSTMENTS & INCREASES
Board of Trustees Meeting Date: 6/26/08

The following is recommended regarding salary increases for employees for fiscal year 2008/09. All salary increases for staff will be effective July 1, 2008; increases for full-time faculty will be effective with the beginning of their respective contract period in 2008/09.

1. Grant full-time faculty a 3.0% salary increase (1.5% if employed after January 1, 2008), based on the median pay of their position's respective pay range or the individual's base salary, whichever is greater, effective with the beginning of their respective contract period in 2008/09. The increase to the base salary will be no less than \$1,000.00.
2. Adjust the rates for the Full-time Faculty Overload Model by \$.25 an hour, effective Fall Quarter 2008, and the Program Chair supplemental contracts by 3.0% effective Fall Quarter 2008.
3. Adjust the rates for the Adjunct Faculty Model by \$0.25 an hour, to be effective with Winter Quarter 2009 (anniversary date of the model).
4. Grant full-time staff a salary increase of 3.0% if employed prior to January 1, 2008, (1.5% if employed after January 1, 2008, and their probationary period of employment has been completed) based on the median pay for their position's respective pay range or the individual's base salary, whichever is greater, effective July 1, 2008. The increase to the base salary will be no less than \$1,000.00.
5. Grant part-time staff a salary increase of 3.0% if employed prior to January 1, 2008, (1.5% if employed after January 1, 2008, and their probationary period of employment has been completed) based on the median pay for their position's respective pay range or the individual's base salary, whichever is greater, effective July 1, 2008.
6. Grant employees who have reached the maximum pay level for their grade a lump sum payment equal to 3.0% of their base salary, with the minimum payment amount equaling \$1,000.00.

RECOMMENDATION: It is recommended that the Board approve the salary increases for fiscal year 2008/09 as outlined above.

SUBMITTED BY: John S. Koucoumaris, Vice President of Administrative Affairs

AGENDA ITEM C2: ONE-TIME MERIT PAYMENT TO EMPLOYEES

Board of Trustees Meeting Date: 6/26/08

Belmont Technical College is evolving into a performance-based culture. Achieving goals and bringing real value to our community has the highest priority. As we reflect on the achievements for 2007-2008 we are reminded of the huge efforts our faculty and staff have put forth to serve our students and our community.

In as much as the College will have an operating surplus again this year, it is only fitting that faculty and staff be rewarded for their performance. Therefore, we are recommending a one-time merit payment as outlined below,

The following is recommended for employees on payroll as of the June 10, 2008, pay date:

- All full-time faculty and staff who were employed at the college prior to July 1, 2007, will receive a one-time payment in July 2008 of \$1,000.00.
- All full-time faculty and staff who became employed at the college between July 1, 2007, and June 30, 2008, will receive a one-time payment in July 2008 equal to a prorated portion of \$1,000.00 based on the number of months worked during the year.
- All part-time staff employed at the college between July 1, 2007, and June 30, 2008, will receive a one-time payment in July 2008 equal to a pro-rated portion of \$1,000.00 based on the number of hours worked (percentage of full-time) through the June 10, 2008 pay date.

RECOMMENDATION: Recommend the Board approve a one-time merit payment to designated faculty and staff as outlined.

SUBMITTED BY: Joseph E. Bukowski, President

AGENDA ITEM C2: TRANSFER OF FUND BALANCE
Board of Trustees Meeting Date: 6/26/2008

Transfer \$150,000 from the General Fund Un-Appropriated Fund Balance to the General Fund Appropriated Fund Balance-One Time Merit Payment Account. To be paid in July 2008 (This will be replenished from the FY08 Surplus in July).

RECOMMENDATION: Recommend the Board approve the transfer of Fund Balance as described above

SUBMITTED BY: John K. Koucoumaris, Vice President of Administrative Affairs

TAB C3

CONSENT AGENDA

Board Items

BOARD ITEM
ITEM C3: RESOLUTION IN SUPPORT OF MONROE COUNTY
MEMORANDUM OF UNDERSTANDING
Board of Trustees Meeting Date: June 26, 2008

Resolution 2008-03, Resolution in Support of Monroe County, is presented to the Board of Trustees for consideration. The resolution follows on the succeeding page.

RESOLUTION RECOMMENDATION

Recommend the Board of Trustees approve adoption of Resolution 2008 -03, in Support of Monroe County, (MOU) as presented.

**BELMONT TECHNICAL COLLEGE
BOARD OF TRUSTEES**



RESOLUTION 2008 -03

**RESOLUTION IN SUPPORT OF MEMORANDUM OF
UNDERSTANDING WITH MONROE COUNTY FOR THE
CREATION AND MANAGEMENT PLAN FOR HIGHER
EDUCATION IN MONROE COUNTY**

WHEREAS, Monroe County desires to expand and enhance its higher education presence; and

WHEREAS, Monroe County and Belmont Technical College have been collaborating to move toward an expanded higher education program in Monroe County; and

WHEREAS, Belmont Technical College and Monroe County have defined the principles and expectations for each other in achieving these goals; and

WHEREAS, Monroe County and Belmont Technical College have crafted a Memorandum of Understanding as a guiding document for the leadership for higher education in Monroe County;

THEREFORE BE IT RESOLVED, that the Board of Trustees approves of the creation of the Memo of Understanding and delegates the authority for the creation and approval of the Memo of Understanding with Monroe County to the President of Belmont Technical College, Dr. Joseph E. Bukowski.

Elizabeth F. Gates, Chair
Board of Trustees

Marshall Piccin, Vice-Chair
Board of Trustees

FINAL BTC DRAFT

Memorandum of Understanding

The Creation and Management of a Higher Education Plan for Monroe County, Ohio

This Memorandum of Understanding (MOU) is by and between the Monroe County Commissioners (hereinafter referred to as Monroe County) and Belmont Technical College (hereinafter referred to as BTC). This MOU is based on the goal for Monroe County citizens to have a variety of higher education opportunities available to them. The various options will support citizens in accessing higher education, make the higher education experience as affordable as possible, and will meet the workforce development needs of the county.

Therefore, Monroe County and BTC jointly agree on the following:

I. GUIDING PRINCIPLES

- Monroe County desires to enhance and expand higher education opportunities for the citizens of Monroe County.
- Leadership for delivering higher education in Monroe County will be assumed by BTC;
- The collective educational experience and expertise of BTC’s faculty and staff will be used extensively in formulating plans, goals and objectives;
- Decisions on plans, goals and objectives will be informed and driven by relevant and valid data and will be fiscally sound.

In consideration of the foregoing, the parties mutually agree as follows:

II. TERMS OF MEMORANDUM

This memorandum shall be in effect as of _____, and shall continue until the termination options in section five are activated. Meetings with Monroe County shall be scheduled no less than twice per calendar year. Additional meetings may be scheduled as needed, and may be requested by either Monroe County or by BTC. The meetings will be designed to identify an action plan; set goals and timelines; track the progress of implementing the plan; obtain input for formative and summative course and program evaluations; and to exchange information between BTC, Monroe County, and all relative stakeholders.

III. STATEMENT OF COMMITMENT

In an effort to provide necessary educational opportunities to all Monroe County citizens, the following commitments are made by both parties as identified below:

Monroe County agrees to:

- Communicate known educational needs of Monroe County to BTC;
- Participate in grant seeking opportunities for mutually agreed upon projects and initiatives;
- In collaboration with the BTC Office of Institutional Research, assist in conducting surveys as needed to identify educational interests and workforce needs;
- In collaboration with BTC establish a marketing plan to promote educational opportunities being offered in Monroe County;
- Work collaboratively with BTC to create a Higher Education Plan for Monroe County;
- Meet with other community groups, upon request, to share the Higher Education Plan;
- Assist BTC with providing or upgrading learning facilities, and alternative delivery sites with environments conducive to learning;
- Continue to collaborate with others to facilitate a cultural change in which higher education is more highly valued by Monroe County citizens;
- Assess, plan and implement strategies to change the mindset of citizens to embrace a common vision for higher education in Monroe County.

Belmont Technical College agrees to:

- Lead the Monroe County higher education initiative;
- Collaborate with Monroe County to assess, plan, implement and evaluate educational opportunities in Monroe County;
- Publish the Monroe County Higher Education Plan and promote higher education opportunities to Monroe County citizens;
- Establish one point of contact for Monroe County to act as an intermediary between BTC and Monroe County;
- Implement higher education in Monroe County according to the principles and tenets in the Chancellor's Strategic Plan for Higher Education in Ohio, and the rules and regulations of the Higher Learning Commission;

- Assess alternative delivery systems and implement them where feasible;
- Advise and counsel students regarding their academic progress and offer College resources and support services where feasible;
- Participate in grant seeking opportunities for mutually agreed upon projects and initiatives;
- Work with employers to provide customized training and professional development to meet employers' needs;
- Continue to develop relationships with community stakeholders, key leaders and other educational institutions as needed in order to fulfill its full two-year college mission in Monroe County.

IV. NON-DISCRIMINATION

Both parties agree that as a condition of this memorandum, there shall be no discrimination against any individual because of race, color, age, gender, religion, national origin, disability, sexual orientation, veteran status or any other fact as specified in Title VI of the Civil Rights Act of 1964, Rehabilitation Act of 1973 and subsequent amendments.

V. CONFIDENTIALITY

Both parties agree that information concerning participants is strictly confidential and will be used only for the purposes of implementing the educational opportunities. Both parties will comply with confidentiality requirements to the extent permitted by Ohio public records law.

VI. TERMINATION

Either party shall have the right to abandon or cancel this agreement with a 90 day written notice or with mutual agreement that there is no longer a need for a formalized agreement.

In witness whereof, the parties hereto have caused this contract to be signed by their duly authorized representative.

Monroe County

Belmont Technical College

TAB D

PRESIDENT'S

REPORT

TAB E

MONITORING

ACTIVITIES

TAB E1

Monitoring Report

Financial Report

**MONITORING ACTIVITY
FINANCIAL REPORT
ITEM E (1): MAY 31, 2008**

Board of Trustees Meeting Date: June 26, 2008

The cash position of the College as of May 31, 2008 is as follows:

Checking Account	\$ 780,798.87
Certificates of Deposit	\$ 9,349,103.93
Savings	\$ 505,985.04
Total Temporary Investments	\$ 9,855,088.97
Total Cash and Temporary Investments	\$ 10,635,887.84

The Budget Report shows the following:

	<u>This Year % Recorded</u>	<u>% Year Completed</u>
Budgeted Revenues	98.2%	91.7%
Budgeted Expenditures	86.3%	91.7%

1. The Unexpended Plant Fund Report is in the amount of \$ 1,693,202.39.
2. The Repair and Replacement Fund Report (Plant Fund) is in the amount of \$ 61,953.43.
3. The Board Appropriated Fund Report is in the amount of \$ 1,683,909.34.
4. The Start up Fund is in the amount of \$ 278,668.35.

RECOMMENDATION: Recommend the Board accept the financial reports for May 2008 as presented.

SUBMITTED BY: John S. Koucoumaris, Vice President of Administrative Affairs

BELMONT COLLEGE
Financial Statements Summary
May 31, 2008

	Jun-07	Jul-07	Aug-07	Sep-07	Oct-07	Nov-07	Dec-07	Jan-08	Feb-08	Mar-08	Apr-08	May-08
General Fund												
Beginning Balance	\$ (653,040.69)	\$ (1,721,086.49)	\$ (1,680,328.28)	\$ (1,899,022.60)	\$ (2,395,962.17)	\$ (1,735,400.19)	\$ (1,340,476.92)	\$ (1,694,752.67)	\$ (1,406,592.46)	\$ (1,575,451.95)	\$ (1,695,397.50)	\$ (937,997.59)
Add Receipts	1,134,627.78	1,765,888.18	1,340,605.50	1,523,329.35	4,177,352.14	1,616,641.32	1,183,628.64	3,865,118.31	1,463,543.41	1,426,031.88	3,439,112.19	1,214,796.85
Total Available	\$ 481,587.09	\$ (39,498.31)	\$ (339,722.78)	\$ (375,693.25)	\$ 1,781,389.97	\$ (118,758.87)	\$ (156,848.28)	\$ 2,270,365.64	\$ 56,950.95	\$ (149,420.07)	\$ 1,743,714.69	\$ 276,799.26
Less Disbursements	2,202,673.58	1,725,129.97	1,559,299.82	2,020,288.92	3,516,790.16	1,221,718.05	1,537,904.39	3,676,958.10	1,632,402.80	1,545,977.43	2,681,712.28	1,660,532.44
Ending Balance	\$ (1,721,086.49)	\$ (1,680,328.28)	\$ (1,899,022.60)	\$ (2,395,962.17)	\$ (1,735,400.19)	\$ (1,340,476.92)	\$ (1,694,752.67)	\$ (1,406,592.46)	\$ (1,575,451.95)	\$ (1,695,397.50)	\$ (937,997.59)	\$ (1,383,733.18)
Auxiliary Enterprise Fund												
Beginning Balance	\$ 1,729,229.45	\$ 1,774,217.58	\$ 1,765,774.45	\$ 1,678,902.07	\$ 1,897,719.54	\$ 1,841,448.61	\$ 1,822,122.62	\$ 1,793,174.95	\$ 1,889,826.51	\$ 1,867,627.44	\$ 2,008,245.63	\$ 1,934,510.84
Add Receipts	253,420.49	21,335.10	37,693.45	855,248.04	55,838.24	19,055.80	262,490.55	381,385.93	15,208.69	509,368.94	44,911.06	15,871.87
Total Available	\$ 1,982,649.94	\$ 1,795,552.68	\$ 1,803,467.90	\$ 2,534,150.11	\$ 1,953,557.78	\$ 1,860,504.41	\$ 2,084,613.17	\$ 2,174,560.88	\$ 1,905,035.20	\$ 2,376,996.38	\$ 2,053,156.69	\$ 1,950,382.71
Less Disbursements	208,432.36	29,778.23	124,565.83	636,430.57	112,109.17	38,381.79	291,438.22	284,734.37	37,407.76	368,750.75	118,645.85	24,636.21
Ending Balance	\$ 1,774,217.58	\$ 1,765,774.45	\$ 1,678,902.07	\$ 1,897,719.54	\$ 1,841,448.61	\$ 1,822,122.62	\$ 1,793,174.95	\$ 1,889,826.51	\$ 1,867,627.44	\$ 2,008,245.63	\$ 1,934,510.84	\$ 1,925,746.50
Restricted Fund												
Beginning Balance	\$ 364,057.14	\$ 277,295.87	\$ 255,279.47	\$ 209,663.92	\$ 251,182.13	\$ 322,528.40	\$ 235,726.27	\$ 349,863.36	\$ 155,701.90	\$ 157,336.56	\$ 350,534.72	\$ (10,911.44)
Add Receipts	471,688.61	685,133.38	439,314.42	317,292.58	1,638,604.24	365,457.95	387,550.82	1,382,321.01	254,556.30	407,083.70	801,923.17	57,406.29
Total Available	\$ 835,745.75	\$ 962,429.25	\$ 694,593.89	\$ 526,956.50	\$ 1,990,286.64	\$ 688,086.35	\$ 623,277.09	\$ 1,732,184.37	\$ 410,258.20	\$ 564,420.26	\$ 1,152,457.89	\$ 46,494.85
Less Disbursements	194,392.74	429,853.91	229,650.50	66,110.45	1,316,075.84	127,371.68	37,687.46	1,226,619.11	97,219.74	56,548.98	811,925.41	57,125.34
Ending Balance	\$ 277,295.87	\$ 255,279.47	\$ 209,663.92	\$ 251,182.13	\$ 322,528.40	\$ 235,726.27	\$ 349,863.36	\$ 155,701.90	\$ 157,336.56	\$ 350,534.72	\$ (10,911.44)	\$ (10,630.49)
Development Fund												
Beginning Balance	\$ 57,098.41	\$ 57,233.41	\$ 57,331.56	\$ 57,417.56	\$ 50,384.16	\$ 50,361.37	\$ 50,764.17	\$ 51,248.38	\$ 53,323.22	\$ 53,902.46	\$ 56,104.40	\$ 57,719.78
Add Receipts	135.00	98.15	86.00	709.03	418.84	1,009.06	560.68	2,471.84	579.24	2,229.88	1,795.38	1,589.19
Total Available	\$ 57,233.41	\$ 57,331.56	\$ 57,417.56	\$ 58,126.59	\$ 50,803.00	\$ 51,370.43	\$ 51,324.85	\$ 53,720.22	\$ 53,902.46	\$ 56,132.34	\$ 57,899.78	\$ 59,308.97
Less Disbursements	-	-	-	7,742.43	441.63	606.26	76.47	397.00	-	-	180.00	-
Ending Balance	\$ 57,233.41	\$ 57,331.56	\$ 57,417.56	\$ 50,384.16	\$ 50,361.37	\$ 50,764.17	\$ 51,248.38	\$ 53,323.22	\$ 53,902.46	\$ 56,104.40	\$ 57,719.78	\$ 58,798.19
Endowment Fund												
Beginning Balance	\$ 8,520.00	\$ 8,520.00	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)
Add Receipts	-	-	-	-	-	-	-	-	-	-	-	-
Total Available	\$ 8,520.00	\$ 8,520.00	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)
Less Disbursements	-	-	-	-	-	-	-	-	-	-	-	-
Ending Balance	\$ 8,520.00	\$ 8,520.00	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)
Unexpended Plant Fund												
Beginning Balance	\$ 254,382.95	\$ 154,182.95	\$ 154,182.95	\$ 258,312.95	\$ 253,687.95	\$ 253,687.95	\$ 253,687.95	\$ 265,562.95	\$ 265,562.95	\$ 227,437.95	\$ 227,437.95	\$ 116,787.42
Add Receipts	-	111,875.00	-	5,621,031.33	1,789,510.73	1,598,504.42	5,381,433.73	1,690,060.74	2,187,377.84	4,036,297.88	1,401,541.20	34,315.17
Total Available	\$ 254,382.95	\$ 266,057.95	\$ 259,812.95	\$ 2,639,344.28	\$ 3,388,208.68	\$ 3,188,192.68	\$ 8,062,867.46	\$ 9,772,928.19	\$ 11,863,940.79	\$ 16,904,245.63	\$ 18,338,785.63	\$ 151,102.59
Less Disbursements	100,200.00	7,745.00	7,745.00	4,625.00	4,625.00	100,000.00	100,000.00	100,000.00	150,000.00	219,650.53	100,000.00	100,000.00
Ending Balance	\$ 154,182.95	\$ 154,182.95	\$ 154,182.95	\$ 253,687.95	\$ 253,687.95	\$ 253,687.95	\$ 265,562.95	\$ 265,562.95	\$ 227,437.95	\$ 227,437.95	\$ 116,787.42	\$ 128,664.42
Plant Fund												
Beginning Balance	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43
Add Receipts	-	-	-	-	-	-	-	-	-	-	-	-
Total Available	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43
Less Disbursements	-	-	-	-	-	-	-	-	-	-	-	-
Ending Balance	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43	\$ 70,953.43
All Funds												
Beginning Balance	\$ 1,822,680.69	\$ 612,796.75	\$ 623,043.58	\$ 376,077.33	\$ 127,965.04	\$ 803,579.57	\$ 1,204,652.52	\$ 827,050.40	\$ 1,019,775.55	\$ 792,805.89	\$ 1,008,878.63	\$ 1,222,062.44
Add Receipts	1,504,334.74	2,195,513.94	1,674,294.90	2,487,065.08	5,621,031.33	1,789,510.73	1,598,504.42	5,381,433.73	1,690,060.74	2,187,377.84	4,036,297.88	1,401,541.20
Total Available	\$ 3,327,015.43	\$ 2,808,310.69	\$ 2,297,338.48	\$ 2,863,142.41	\$ 5,748,996.37	\$ 2,593,090.30	\$ 2,803,156.94	\$ 6,208,484.13	\$ 2,709,836.29	\$ 2,989,163.73	\$ 5,045,176.51	\$ 2,623,603.64
Less Disbursements	2,714,218.68	2,185,267.11	1,921,261.55	2,735,177.37	4,945,418.80	1,388,437.78	1,976,106.54	5,188,708.58	1,917,030.40	1,971,305.10	3,823,114.07	1,842,804.77
Ending Balance	\$ 612,796.75	\$ 623,043.58	\$ 376,077.33	\$ 127,965.04	\$ 803,579.57	\$ 1,204,652.52	\$ 827,050.40	\$ 1,019,775.55	\$ 792,805.89	\$ 1,008,878.63	\$ 1,222,062.44	\$ 780,798.87
Temporary Investments:												
Certificates of Deposit												
Beginning Balance	\$ 6,554,037.47	\$ 6,594,795.89	\$ 6,632,896.82	\$ 6,663,795.64	\$ 6,707,707.01	\$ 6,724,095.26	\$ 6,835,744.45	\$ 7,175,641.52	\$ 7,286,354.97	\$ 7,294,208.15	\$ 7,433,952.82	\$ 7,687,079.04
Restricted Fund	31,172.45	32,992.84	32,992.84	32,992.84	32,992.84	32,992.84	32,992.84	32,992.84	32,992.84	32,992.84	32,992.84	34,315.17
Endowment Fund	1,008,500.07	1,014,442.26	1,014,442.26	1,014,442.26	1,003,631.08	1,003,631.08	1,012,027.67	1,012,027.67	1,021,701.56	1,021,701.56	1,021,701.56	1,021,701.56
Unexpended Plant Fund	1,008,500.07	1,049,289.48	1,049,289.48	1,049,289.48	1,054,202.75	1,054,202.75	1,154,202.75	1,154,202.75	1,304,202.75	1,304,202.75	1,419,373.74	1,525,008.16
Total Certificates of Deposit	\$ 7,695,154.25	\$ 7,778,522.47	\$ 7,816,623.40	\$ 7,847,522.22	\$ 7,895,533.68	\$ 7,911,921.93	\$ 8,124,147.71	\$ 8,464,044.78	\$ 8,726,252.12	\$ 8,734,105.30	\$ 8,990,343.29	\$ 9,349,103.93
U.S. Treasury Bills												
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Savings Accounts												
Beginning Balance	\$ 452,392.43	\$ 452,392.43	\$ 452,392.43	\$ 456,136.20	\$ 456,136.20	\$ 459,489.51	\$ 459,489.51	\$ 459,489.51	\$ 459,489.51	\$ 462,070.55	\$ 462,070.55	\$ 462,070.55
Endowment Fund	1,708.46	1,353.46	1,353.46	1,205.87	1,205.87	1,209.20	1,209.20	1,209.20	1,209.20	1,209.20	1,209.20	1,209.20
Unexpended Plant Fund	39,327.90	39,327.90	39,327.90	39,394.42	39,394.42	39,463.25	39,463.25	39,463.25	39,463.25	39,529.81	39,529.81	39,529.81
Total Savings Accounts	\$ 493,428.79	\$ 493,073.79	\$ 493,073.79	\$ 496,736.49	\$ 496,736.49	\$ 499,636.49	\$ 503,281.96	\$ 503,281.96	\$ 503,281.96	\$ 505,935.04	\$ 505,935.04	\$ 505,935.04
Total Cash and Temporary Investments	\$ 8,801,379.79	\$ 8,894,639.84	\$ 8,685,774.52	\$ 8,472,223.75	\$ 9,196,749.74	\$ 9,614,210.94	\$ 9,452,260.07	\$ 9,987,101.44	\$ 10,022,339.12	\$ 10,248,918.97	\$ 10,718,340.77	\$ 10,635,887.84

BELMONT TECHNICAL COLLEGE

Revenue and Expenditures for the Month Ending May 31, 2008 (General Fund)

	2006-2007			2007-2008		
	<u>Final Actual</u>	<u>Actual to Date</u>	<u>% of Final Actual</u>	<u>Original Budget</u>	<u>Actual to Date</u>	<u>% of Budget to Date</u>
REVENUE						
Board of Regents	\$5,063,321	\$4,681,518	92.5%	\$5,297,678	\$4,858,487	91.7%
State Dept of Educ	1,405	1,405	100.0%	\$2,500	\$0	0.0%
Tuition	3,696,132	3,694,807	100.0%	\$3,697,185	\$3,771,843	102.0%
Other Student Fees	1,827,835	1,798,608	98.4%	\$1,880,771	\$1,980,162	105.3%
Sales and Service	10,917	10,551	96.6%	\$20,000	\$11,351	56.8%
Miscellaneous	429,273	200,169	46.6%	\$257,811	\$330,472	128.2%
TOTAL REVENUE	\$11,028,883	\$10,387,058	94.2%	\$11,155,945	\$10,952,316	98.2%
EXPENDITURES						
Instructional	\$4,072,467	\$3,552,148	87.2%	\$4,154,697	\$3,643,853	87.7%
Public Services	16,759	16,749	99.9%	11,856	10,555	89.0%
Academic Support	1,325,924	1,107,583	83.5%	1,376,240	1,076,104	78.2%
Student Services	849,815	775,824	91.3%	894,801	850,661	95.1%
Institutional Support	2,655,837	2,296,977	86.5%	3,082,981	2,611,252	84.7%
Oper/Maint Plant	947,998	853,535	90.0%	1,017,870	872,690	85.7%
Financial Aid	418,449	385,450	92.1%	485,500	453,466	93.4%
TOTAL EXPENDITURES	\$10,287,249	\$8,988,266	87.4%	\$11,023,945	\$9,518,582	86.3%
DIFFERENCE	\$741,634	\$1,398,792		\$132,000	\$1,433,735	

BUDGET PRIORITIES

Contingency	100,000
Health Care Increase	20,000
Full Time Faculty Position	-
Program Chair Model	12,000

132,000

-

11/12 = 91.7%

BELMONT TECHNICAL COLLEGE
Salaries, Benefits, Operating Expenses
for the Month Ending May 31, 2008
(General Fund)

	Salaries			Benefits			Operations			TOTAL		
	Budget Actual	MTD Actual	Pct	Budget Actual	MTD Actual	Pct	Budget Actual	MTD Actual	Pct	Budget Actual	MTD Actual	Pct
Instruction												
07-08	3,099,426	2,733,364	88.2%	831,720	734,052	88.3%	223,551	176,437	78.9%	4,154,697	3,643,853	87.7%
06-07	3,074,539	2,680,934	87.2%	812,601	722,672	88.9%	185,327	148,542	80.2%	4,072,467	3,552,148	87.2%
05-06	2,954,685	2,556,813	86.5%	749,112	663,367	88.6%	196,971	169,816	86.2%	3,900,768	3,389,996	86.9%
04-05	2,836,434	2,454,738	86.5%	699,819	618,134	88.3%	141,011	122,147	86.6%	3,677,264	3,195,019	86.9%
03-04	2,671,330	2,357,151	88.2%	641,716	574,271	89.5%	238,028	133,698	56.2%	3,551,074	3,065,120	86.3%
02-03	2,586,390	2,255,824	87.2%	595,212	527,675	88.7%	153,118	117,924	77.0%	3,334,720	2,901,423	87.0%
Public Service												
07-08	6,000	3,038	50.6%	946	974	102.9%	4,910	6,544	133.3%	11,856	10,555	89.0%
06-07	3,229	3,229	100.0%	1,226	1,226	100.0%	12,304	12,294	99.9%	16,759	16,749	99.9%
05-06	3,276	276	8.4%	510	44	8.6%	6,109	6,109	100.0%	9,895	6,429	65.0%
04-05	3,568	3,568	100.0%	551	551	100.0%	5,981	7,877	131.7%	10,100	11,996	118.8%
03-04	543	543	100.0%	84	84	100.0%	6,343	6,323	99.7%	6,970	6,950	99.7%
02-03	758	758	100.0%	106	106	100.0%	6,417	6,467	100.8%	7,281	7,331	100.7%
Academic Support												
07-08	854,961	715,204	83.7%	261,981	225,881	86.2%	259,298	135,019	52.1%	1,376,240	1,076,104	78.2%
06-07	817,874	714,330	87.3%	252,979	231,581	91.5%	255,071	161,672	63.4%	1,325,924	1,107,583	83.5%
05-06	728,761	654,846	89.9%	214,027	197,212	92.1%	234,570	132,332	56.4%	1,177,358	984,390	83.6%
04-05	756,077	683,287	90.4%	215,715	198,427	92.0%	210,199	129,089	61.4%	1,181,991	1,010,803	85.5%
03-04	751,822	672,613	89.5%	199,911	183,135	91.6%	204,913	123,442	60.2%	1,156,646	979,190	84.7%
02-03	721,346	640,006	88.7%	190,853	173,570	90.9%	161,837	110,891	68.5%	1,074,036	924,467	86.1%
Student Services												
07-08	597,910	575,991	96.3%	233,163	217,360	93.2%	63,728	57,310	89.9%	894,801	850,661	95.1%
06-07	577,090	531,330	92.1%	214,284	196,980	91.9%	58,441	47,513	81.3%	849,815	775,823	91.3%
05-06	546,997	499,449	91.3%	201,361	183,853	91.3%	53,964	50,081	92.8%	802,322	733,383	91.4%
04-05	611,686	564,515	92.3%	206,629	189,311	91.6%	54,311	46,985	86.5%	872,626	800,811	91.8%
03-04	621,571	570,328	91.8%	209,502	191,709	91.5%	48,483	40,310	83.1%	879,556	802,347	91.2%
02-03	626,039	561,039	89.6%	207,397	188,001	90.6%	40,275	37,266	92.5%	873,711	786,306	90.0%
Inst'l Support												
07-08	1,425,352	1,165,479	81.8%	457,616	380,815	83.2%	1,332,013	1,064,958	80.0%	3,214,981	2,611,232	81.2%
06-07	1,231,160	1,062,558	86.3%	373,721	340,880	91.2%	1,050,957	893,539	85.0%	2,655,838	2,296,977	86.5%
05-06	1,152,319	1,005,370	87.2%	351,145	320,193	91.2%	881,557	811,553	92.0%	2,385,021	2,177,116	91.3%
04-05	971,987	875,046	90.0%	303,902	278,842	91.8%	884,186	757,928	85.7%	2,160,075	1,911,816	88.5%
03-04	780,584	660,230	84.6%	227,218	207,268	91.2%	955,551	766,940	80.3%	1,963,353	1,634,438	83.2%
02-03	808,187	669,541	82.8%	229,426	207,651	90.5%	875,400	679,593	77.6%	1,913,013	1,556,785	81.4%
Oper/Maint Plant												
07-08	350,894	312,229	89.0%	152,304	138,442	90.9%	514,672	422,019	82.0%	1,017,870	872,690	85.7%
06-07	335,886	306,922	91.4%	147,508	134,881	91.4%	464,604	411,731	88.6%	947,998	853,534	90.0%
05-06	329,485	302,038	91.7%	146,300	133,785	91.4%	490,072	430,754	87.9%	965,857	866,577	89.7%
04-05	326,774	300,389	91.9%	138,696	126,977	91.6%	442,636	405,353	91.6%	908,106	832,719	91.7%
03-04	323,413	297,102	91.9%	128,670	117,660	91.4%	488,986	384,286	78.6%	941,069	799,048	84.9%
02-03	313,762	281,275	89.6%	119,047	108,012	90.7%	398,032	364,239	91.5%	830,841	753,526	90.7%
Financial Aid												
07-08	6,334,543	5,505,306	86.9%	1,937,730	1,697,523	87.6%	2,883,672	2,315,753	80.3%	11,155,945	9,518,582	85.3%
06-07	6,039,777	5,299,303	87.7%	1,802,319	1,628,220	90.3%	2,445,153	2,060,741	84.3%	10,287,250	8,988,264	87.4%
05-06	5,715,523	5,018,792	87.8%	1,662,455	1,498,454	90.1%	2,284,833	1,971,156	86.3%	9,662,811	8,488,402	87.8%
04-05	5,506,526	4,881,543	88.7%	1,565,312	1,412,242	90.2%	2,155,902	1,875,716	87.0%	9,227,740	8,169,501	88.5%
03-04	5,149,263	4,557,967	88.5%	1,407,101	1,274,127	90.5%	2,335,827	1,846,665	79.1%	8,892,191	7,678,759	86.4%
02-03	5,056,482	4,408,443	87.2%	1,342,041	1,205,015	89.8%	2,065,474	1,741,117	84.3%	8,463,997	7,354,575	86.9%
TOTAL												

BELMONT TECHNICAL COLLEGE

Fund Balance Report

FYE June 30, 2008

Unexpended--Plant Fund	Balance 06/30/07	Income	Expended	Balance 05/31/08
Capital Component of the Operating Subsidy	1,202,010.92	514,212.00	23,020.53	1,693,202.39

Repair & Replacement Plant Fund	Total Appropriated Date Amount	Balance 06/30/07	Appropriated FY 2007-08	Expended	Balance 05/31/08
Replacement of Roofs	6/87 62,000	35,704.50	-	-	35,704.50
Outdoor Recreation Area	3/90 40,000	35,248.93	-	9,000.00	26,248.93
TOTAL	102,000	70,953.43	0.00	9,000.00	61,953.43

General Fund

Board Appropriated	Total Appropriated Date Amount	Balance 06/30/07	Appropriated FY 2007-08	Expended	Balance 05/31/08
Community College Initiative	6/03,7/07 185,000	101,067.79	(15,000.00)	52.69	86,015.10
Administrative Info System	7/04, '05 375,000	311,985.81	-	54,828.19	257,157.62
Capital Equipment Replacement	7/04, '05, '06, '07 650,000	123,109.79	150,000.00	82,940.43	190,169.36
Classroom Renovations	7/04, '05, '06, '07 250,000	118,631.54	75,000.00	23,957.79	169,673.75
Scholarship Funds	7/04, '05, '06 140,000	133,581.38	-	6,893.82	126,687.56
Replacement Of Vehicles	7/05, '06, '07 121,771	53,229.50	46,770.50	29,449.00	70,551.00
Office Renovations	7/05, '06, '07 116,076	63,924.00	36,076.00	14,232.10	85,767.90
Board Room Renovations	7/05 25,000	25,000.00	-	-	25,000.00
Telephone System Replacement	7/05, '06 100,000	100,000.00	-	-	100,000.00
Safety and Security	7/06, '07 155,676	64,324.00	85,676.00	35,607.21	114,392.79
Facilities Assessment	7/06 75,000	75,000.00	-	-	75,000.00
Employee Benefits	7/06, '07 40,000	25,000.00	15,000.00	-	40,000.00
Off Campus Centers Start Up	7/06, '07 82,224	30,276.30	32,223.70	12,917.73	49,582.27
Community Initiatives	7/06 37,500	50,000.00	(12,500.00)	1,751.42	35,748.58
Fin Aid Administration Fund	4/07 179,922	162,253.57	-	38,560.00	123,693.57
Energy Projects	7/07 75,000	-	75,000.00	-	75,000.00
Strategic Planning	2/08, 4/08 75,000	-	75,000.00	15,530.16	59,469.84
TOTAL	2,683,168	1,437,383.68	563,246.20	316,720.54	1,683,909.34

Start Up Fund	Total Appropriated Date Amount	Balance 06/30/07	Repayment FY 2007-08	Expended	Balance 05/31/08
Board Appr Start Up Fund	6/00,7/05, '06, '07 822,000	240,543.68	150,000.00	111,875.33	278,668.35

	Fiscal Year	Appropriated	Repayment	Expended	Balance
Microsoft \$ 31,949.82	FY 1999-00	\$200,000.00	\$0.00	\$23,667.57	\$176,332.43
CISCO 127,354.53	FY 2000-01	\$0.00	\$12,000.00	\$22,877.25	\$165,455.18
MOLO 3,133.78	FY 2001-02	\$0.00	\$100,000.00	\$13,132.18	\$252,323.00
ARCH 124,103.76	FY 2002-03	\$0.00	\$100,000.00	\$44,561.14	\$307,761.86
Student Success 38,527.00	FY 2003-04	\$0.00	\$30,000.00	\$99,473.76	\$238,288.10
Leadership Inst. 15,887.78	FY 2004-05	\$0.00	\$30,000.00	\$93,098.12	\$175,189.98
Program Develop. 74,348.95	FY 2005-06	\$20,000.00	\$30,000.00	\$25,575.62	\$199,614.36
Ev / W / PNP 127,826.03	FY 2006-07	\$0.00	\$150,000.00	\$109,070.68	\$240,543.68
Total \$543,331.65	FY 2007-08	\$0.00	\$150,000.00	\$111,875.33	\$278,668.35
	Total	\$220,000.00	\$602,000.00	\$543,331.65	\$278,668.35