

**Lane Community College FY2016-2017 Budget Committee**  
 Responses to Committee Questions and Information Requests  
 May 18, 2016

**1. Please provide a list of job classifications for classified employees who participated in the 2016 early separation incentive program.**

Please see the table below for a list of classified employees who participated in the 2016 early separation incentive program. Except as noted, the college has not yet decided to fill these positions and they have not been budgeted for 2016-2017.

<b>Job Classification</b>	<b># Participants</b>	<b>FTE</b>
Administrative Coordinator (1 position budgeted: Child Development Center Administrative Coordinator)	2	2
Administrative Specialist	5	4.3
Administrative Support Specialist	1	1
Assessment/Testing Specialist II (1 position budgeted: Testing Center Specialist)	1	1
Custodian	1	1
Developmental Disabilities Specialist I	1	1
Developmental Disabilities Specialist I (1 position budgeted: Specialized Support Services Job Developer)	2	2
Early Childhood Teacher	2	1.57
Electrician (1 position budgeted: Facilities Management & Planning Electrician)	1	1
Financial Specialist	2	1.75
Food Services Specialist	1	.65
Information Technology Tech – Advanced	1	1
Information Technology Tech – Intermediate (1 position budgeted: Telephone Services Technician)	1	1
Instructional Specialist	2	1.35
Interpreter for Hearing Impaired/Student Advisor 2 (1 position budgeted: Center for Accessible Resources Student Advisor)	1	1
Lead KLCC Program Host	1	1
Lead Student Services Specialist	1	1
Mail & Warehouse Services Specialist	1	1
Marketing Specialist	2	1.8
Offset Press Operator	1	1
Project Coordinator (1 position budgeted: International Students Program Project/Systems Coordinator)	3	3
Project Specialist 1	1	1
Student Advisor 2 (3 positions budgeted: 2 Student Advisors, 1 reclassified to Testing Center Project Coordinator)	3	3

Job Classification	# Participants	FTE
Students First Service Representative	1	1
Technology Analysis & Design Specialist – Advanced (1 position budgeted: IT Programmer)	1	1
<b>Total Participants</b>	<b>39</b>	<b>36.42</b>

**2. Has the early separation incentive savings met expectation in reducing budget costs?**

As illustrated in the table below, the current budgeted savings for the early separation incentive is \$900,700, which is \$400,700 over the initial goal. It is important to note that the college has not completed a review of these positions and funding or backfill plans.

<b>2016 Early Separation Incentive Summary</b>	
As of May 18, 2016	
# Participants	39
Positions Filled/To Be Filled	10
Budgeted Savings FY17	\$ 500,000
Current Estimated FY17 Savings*	\$ 900,700

\* Based upon current position list. Does not include possible additional positions funded or backfill for vacant positions.

**3. Please provide an explanation of changes in the counseling budget for 2016-2017.**

The FY16 budget for counseling included excess budget authority in both personnel and materials and services that was corrected after the budget was loaded, as shown in the FY16 Accounted Budget column in the below table. After the FY17 proposed budget was developed, the college approved funding for an unbudgeted vacant advisor position, which is included in the FY17 Updated Proposed Budget column. The difference between the FY16 accounted budget and FY17 updated proposed budget is \$39,305, which represents an additional reduction in unused budget authority for materials and services.

Counseling Budget by Program Area	FY16 Adopted Budget	FY16 Accounted Budget	FY17 Proposed Budget*	FY17 Updated Proposed Budget*
Instruction	\$ 515,000	\$ 235,480	\$ 229,751	\$ 229,751
Student Services	\$ 2,917,475	\$ 2,865,139	\$ 2,759,781	\$ 2,831,563
<b>Total</b>	<b>\$ 3,432,475</b>	<b>\$ 3,100,619</b>	<b>\$ 2,989,532</b>	<b>\$ 3,061,314</b>

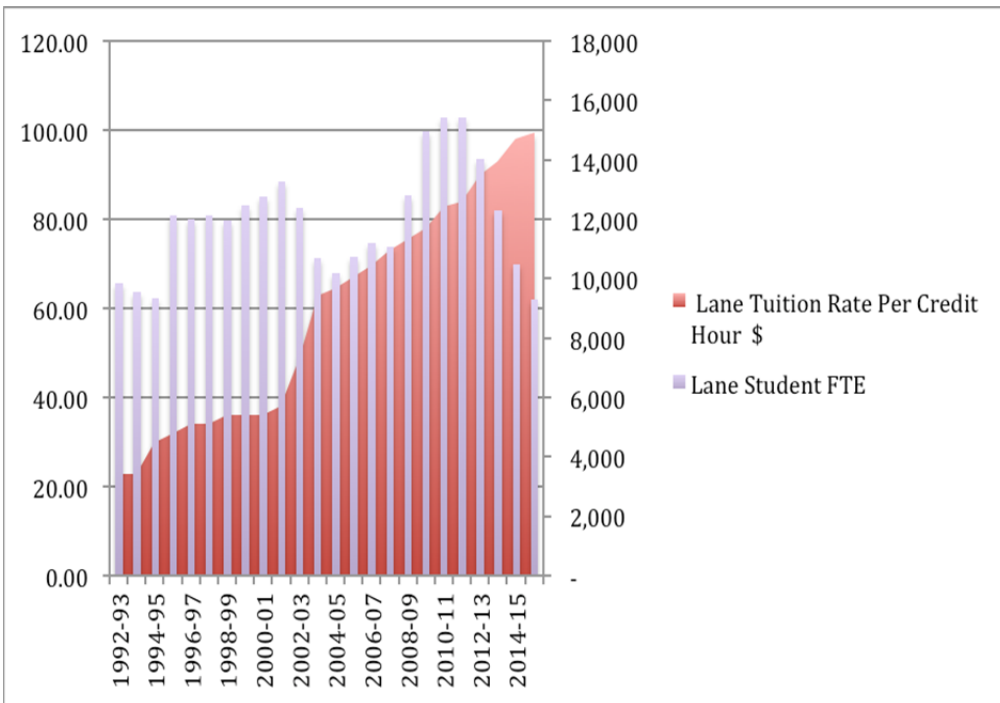
\* Subsequent to the preparation of the FY17 proposed budget document the college received additional notices of resignation or retirement, hired new employees, and approved funding for certain positions. In order to present the budget committee with the most accurate reflection of resource allocation plans for 2016-2017, it is recommended that these changes be included in the budget committee approval process.

**4. Please provide guidance about the Budget Committee's role and responsibility regarding public comment.**

In accordance with Oregon Budget Law, the Budget Committee is required to provide opportunity for public input at a minimum of one committee meeting. It has been long-standing practice at Lane to hear public input at all committee meetings after the first meeting where the budget is presented.

Budget Committee members are responsible for listening to public input and considering it in their information requests and deliberations within the guidelines of Oregon Budget Law. During the first Budget Committee meeting, an orientation is provided to both the Budget Committee and general public to educate them about the role and responsibilities of Budget Committee members, to include and decision-making limitations in areas of personnel, programs, and tuition rates.

**5. Does the college have a way to measure the impact of tuition increases in relation to reducing enrollment?**



From FY96 to FY02, both tuition and enrollment remained steady or increased slightly. Then, with substantial increases in the tuition rate from FY02-FY04, enrollment was definitely impacted. Other macro factors had a greater impact than tuition increases from FY06 through FY12. Over the last four years, tuition increases may have had an impact on enrollment but so have other factors including changes in grants and loans rules, demographics and the unemployment rate improving.

**6. *What is the long-term funding source to cover proposed personnel cost adjustments?***

To answer this question in full one should read the 2016-17 budget message presented to the committee on May 11, 2016. Even with reductions in part-time faculty and staff and savings realized from holding vacant positions open, personnel services continue to constitute the majority of the general fund budget, approximately 77 percent as proposed.

Our goals of providing affordable, accessible and comprehensive educational opportunities, maintaining adequate compensation and benefits for employees, and meeting essential operating requirements of the college are not attainable without additional revenue.

Planning for unknown future investment by the state requires strategic tradeoffs and choices such as increasing tuition and fee revenue, maintaining service levels at lower cost, downsizing the college and subsequently reducing opportunities available to students, or some combination therein.

**7. *How long will the \$5.536 million PERS reserve last before it is drawn down?***

Public employers are bracing for significant increases to pension costs over the next three biennia due to the Oregon Supreme Court's rejection of lawmakers' 2013 pension reforms, low investment returns, and changes in the system's economic assumptions that have resulted in an unfunded liability of more than \$20 billion.

Lane will likely face increases up to 12% or \$7.2 million over the three biennia 2017-2019, 2019-2021 and 2021-2023. The college prudently funded a PERS reserve account in 2004, and increased it in 2005 and again 2010, in anticipation of potential increases. The \$5.536 million in this fund will help ease rate increases over a short period, but will not address the long-term, recurring impact of rate increases.

**8. *What are the projected financial increases for health care benefits?***

The college is currently in contract negotiations with all three employee groups which include salary and benefit considerations. For faculty employees, due to plan changes within the Oregon Educators Benefit Board (OEBB), there is no expected premium increase for FY17. For classified and management employees, based upon current plan structure and enrollment, each 1% increase in premiums equates to approximately \$76,400. If the college were to cover the full 8.9% increase to Pacific Source premiums it would add an additional expense of \$680,300.

**9. Does the college track student enrollment per classes being offered?**

Enrollment is tracked by term, annually and over a five year period. Departments review and adjust course offerings based on enrollment trends and through annual planning processes. For illustration, following is a snapshot of a discipline’s offerings by course subject code over a four-year period. This data includes the number of sections, registrations, credits and student FTE.

Course-level Summaries: College Now excluded -- Coop not included in Host Dept.			2012				2013				2014				2015			
Dept	Subj	CrsID	CRN	ENR	CR	FTE	CRN	ENR	CR	FTE	CRN	ENR	CR	FTE	CRN	ENR	CR	FTE
SOCIAL SCIENCE	ECON	ECON200	15	490	1,470	31.71	12	396	1,188	25.64	9	271	813	17.55	8	326	978	21.09
		ECON201	8	246	738	15.92	6	180	540	11.64	6	201	603	13.02	5	168	504	10.88
		ECON202	5	163	489	10.56	5	141	423	9.12	4	143	429	9.26	5	164	492	10.80
		ECON204	1	33	132	2.85	0	0	0	0.00	0	0	0	0.00	1	28	112	2.42
		ECON250	1	22	88	1.90	0	0	0	0.00	1	18	72	1.55	1	22	88	1.90
		ECON260	1	32	128	2.76	0	0	0	0.00	1	25	100	2.16	1	26	104	2.24
		Total	31	986	3,045	65.70	23	717	2,151	46.40	21	658	2,017	43.54	21	734	2,278	49.33