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Introduction & Overview
Vision
To be Lincoln County’s most effective educational resource for individual, community, and economic development.

Mission
To provide personalized service:

For Individuals:
- Programs for adults of all ages and economic levels;
- Learning opportunities for personal growth and self-worth;
- Transfer, vocational, and community education classes throughout the County;
- Local college educational alternatives for young people;
- Tuition and fees at reasonable levels;
- Grant and scholarship opportunities.

For Community:
- Cultural enrichment;
- Development of human resources within the County;
- Focus on higher education degree programs;
- Local resource utilization;
- Community service.

For Business and Industry:
- Small business assistance;
- Educational support for economic development;
- Partnerships with local organizations;
- Programs to upgrade employee skills.

Values
We value knowledge and believe learning has infinite worth with personal, social, and cultural benefits.

We value the sharing of our acquired knowledge to enhance the intellectual growth and lives of our students and the communities we serve.

We value the enlightenment of education, the perception of eternal beauty, the quest for eternal truth, and the recognition of eternal good.

We value consensus. We believe decisions regarding the effective delivery of knowledge will best serve the college when such issues are discussed and refined within a framework of positive collaboration.

We value an academic environment of goodwill that includes fairness, diversity, honesty, ethics, and personal responsibility. We believe tolerance and mutual respect are essential for effective learning to occur.

We believe the communities we serve – students, faculty, staff, and the public–who benefit from this academic environment should participate fully in creating an appropriate setting for life-long learning.

Adopted by the OCCC Board of Education: January 11, 1988
Revised: February 21, 2006
Under revision 2013-14

Adopted by the Council of Curriculum and Instruction: October 4, 2001
Fast Facts

College District
Encompasses Lincoln County, Oregon
Population: 46,034 (April 1, 2010)
Square miles: 992

Board of Education: 7 members, elected by geographic districts for 4 year terms

Presidents:
Dr. Anne (Crisp) Smart, 1987-1988
Dr. Robert Costi, 1988-1990
Dr. Patrick O’Connor 1990-2011
Bruce Koike (Interim) 2012-present

Enrollment Count
(Unduplicated, 2012-2013)
Total students: 1,897
Credit students: 803
Non-credit students: 1094
Average age of credit students: 30.4

Faculty to student ratio: 1 : 15

Faculty (Fall Term 2010):
Total faculty: 45
Full time: 10; Part-time: 32

Financial aid (2012-2013 academic year)
Credit students who received financial aid: 479
Percentage of students who received financial aid: 64.4%
Total financial aid paid: $2,202,479
Average financial aid paid: $4,258

Degrees and certificates granted 1987-2013
Associate degrees: 688
One-year certificates: 288
General Education Diplomas (GEDs): 4,148

Facilities

Central County Campus
400 SE College Way
Newport, Oregon 97366
Completed: 2009
Square footage: 79,000
Area: 24.9 acres

Aquarium Science Building
400 SE College Way
Newport, Oregon 97366
Completed: 2012
Square footage: 9,274

North County Campus
3788 SE Lincoln High School Dr
Lincoln City, Oregon 97367
Completed: 2008
Square footage: 33,750

South County Campus
3120 Crestline Drive
Waldport, Oregon 97394
Completed: 2009
Square footage: 4,216
OCCC’s Degrees & Certificates Awarded Since 2002

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td><strong>Lower Division Transfer</strong></td>
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<tr>
<td>AAOT/ASOT</td>
<td>16</td>
<td>16</td>
<td>13</td>
<td>20</td>
<td>16</td>
<td>15</td>
<td>20</td>
<td>29</td>
<td>18</td>
<td>20</td>
<td>12</td>
<td>19</td>
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<tr>
<td>Associate of General Studies</td>
<td>0</td>
<td>2</td>
<td>7</td>
<td>14</td>
<td>16</td>
<td>14</td>
<td>10</td>
<td>12</td>
<td>20</td>
<td>12</td>
<td>5</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total Transfer Awards</strong></td>
<td>16</td>
<td>18</td>
<td>20</td>
<td>34</td>
<td>32</td>
<td>29</td>
<td>30</td>
<td>41</td>
<td>38</td>
<td>32</td>
<td>17</td>
<td>25</td>
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<tr>
<td><strong>Technical Degrees</strong></td>
<td></td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>Nursing AAS</td>
<td>17</td>
<td>19</td>
<td>19</td>
<td>18</td>
<td>16</td>
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<tr>
<td>AQS AAS</td>
<td>4</td>
<td>9</td>
<td>5</td>
<td>2</td>
<td>1</td>
<td>7</td>
<td>4</td>
<td>4</td>
<td>4</td>
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<tr>
<td>Health Certificate</td>
<td>59</td>
<td>14</td>
<td>13</td>
<td>17</td>
<td>19</td>
<td>14</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AQS Certificate</td>
<td>7</td>
<td>5</td>
<td>8</td>
<td>6</td>
<td>6</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Certificates (OTM)</td>
<td>16</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>1</td>
<td>3</td>
<td>3</td>
<td>2</td>
<td>10</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Criminal Justice CP Certificate</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Technical Awards</strong></td>
<td>107</td>
<td>48</td>
<td>45</td>
<td>43</td>
<td>44</td>
<td>47</td>
<td>23</td>
<td>7</td>
<td>7</td>
<td>2</td>
<td>10</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total Degrees &amp; Certificates</strong></td>
<td>123</td>
<td>66</td>
<td>65</td>
<td>77</td>
<td>76</td>
<td>76</td>
<td>53</td>
<td>48</td>
<td>45</td>
<td>34</td>
<td>27</td>
<td>26</td>
</tr>
<tr>
<td><strong>General Education Diplomas (GED’s)</strong></td>
<td>182</td>
<td>129</td>
<td>174</td>
<td>228</td>
<td>179</td>
<td>234</td>
<td>191</td>
<td>173</td>
<td>176</td>
<td>165</td>
<td>179</td>
<td>202</td>
</tr>
</tbody>
</table>
Local and Regional Information

Lincoln County, Oregon

Oregon Coast Community College’s boundaries are contiguous with those of Lincoln County in Oregon. Lincoln County encompasses 992 square miles in the middle of the Oregon Coast region, stretching more than 60 miles in length along the Pacific Ocean and approximately 5-to-25 miles in width. The County’s northern border is about 80 miles south of the Columbia River.

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Lincoln County</th>
<th>Oregon</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Force</td>
<td>17,202</td>
<td>1,992,400</td>
</tr>
<tr>
<td>Median Home Value</td>
<td>$253,100</td>
<td>$252,600</td>
</tr>
<tr>
<td>Median Household Income</td>
<td>$41,764</td>
<td>$49,850</td>
</tr>
<tr>
<td>Per Capita Personal Income</td>
<td>$24,799</td>
<td>$26,561</td>
</tr>
<tr>
<td>Population</td>
<td>46,034</td>
<td>3,831,074</td>
</tr>
<tr>
<td>Unemployment Rate</td>
<td>9.0%</td>
<td>8.4%</td>
</tr>
</tbody>
</table>

- County Seat: Newport, Oregon
- Average Temperatures: January 44.4°, July 57.6°
- Annual Precipitation: 71.93"
- Population: 46,034
- Median age: 44.1 years
- Assessed Value: $6,690,813,000
- Real Market Value: $8,301,862,151
- Principle Industries: Tourism, government, services/retail, forest products and fishing.


Historical population for the State and County:

<table>
<thead>
<tr>
<th></th>
<th>State of Oregon</th>
<th>Lincoln County</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 1</td>
<td>3,831,074</td>
<td>46,034</td>
</tr>
<tr>
<td>July 1</td>
<td>3,844,195</td>
<td>46,135</td>
</tr>
<tr>
<td>2009</td>
<td>3,823,465</td>
<td>44,700</td>
</tr>
<tr>
<td>2008</td>
<td>3,791,075</td>
<td>44,715</td>
</tr>
<tr>
<td>2007</td>
<td>3,745,455</td>
<td>44,630</td>
</tr>
<tr>
<td>2006</td>
<td>3,690,505</td>
<td>44,520</td>
</tr>
<tr>
<td>2005</td>
<td>3,631,440</td>
<td>44,405</td>
</tr>
<tr>
<td>2004</td>
<td>3,582,600</td>
<td>44,400</td>
</tr>
<tr>
<td>2003</td>
<td>3,541,500</td>
<td>45,000</td>
</tr>
</tbody>
</table>

U.S. Census Count on April 1
Source: Center for Population Research and Census, Portland State University
OREGON COAST COMMUNITY COLLEGE
2014-2015 Budget Message

TO THE PEOPLE OF THE OREGON COAST COMMUNITY COLLEGE DISTRICT:

PURPOSE
The purpose of the budget message is to explain the budget document, describe important features, present reasons for any major changes from the previous year’s appropriations, and explain major financial policy changes. According to Oregon Revised Statutes, Section 294.391, the Executive Officer of each municipal corporation is directed to prepare a budget message to accompany the annual budget.

COLLEGE GOALS
The attached budget details Oregon Coast Community College's (OCCC) twenty-seventh PROPOSED budget. Overall, this year’s budget is based on a conservative projection for revenue and expenditures. Fiscal stability, student success (progression and completion), academic quality and community service continue to be priorities for Oregon Coast Community College. The budget reflects resources available in the second year of the 2013-2015 biennium. Careful expenditure control and staffing level adjustments since the second half of 2011-2012 fiscal year and through to the current year provides the foundation for this year’s budget.

The Board of Education vision and mission is currently under review by a task force and a final draft will be reviewed by Board of Education in May 2014. Until that time the vision and mission remains:

Vision:
To be Lincoln County’s most effective educational resource.

Mission:
To provide personalized service for individuals, community and, for businesses and industry.

COLLEGE PRIORITIES
The following priorities were considered in developing the operating budget:

1. Promote student progression and completion at Oregon Coast Community College (OCCC). This focus positions the College to address the educational focus of the HECC, OEIB, CCWD, 40-40-20 and the integration of “outcomes” in the community college support fund distribution formula;
2. Invest available funds in strategic activities and sectors of the College;
3. Maintain the ending fund balance, not to exceed 15% of the operating budget;
4. Maintain/increase enrollment level;
5. Maintain access to affordable education and services of the highest quality;

The above priorities will be considered within the scope of the College's vision, mission, enrollment
management projections, expenditures, and anticipated revenue.

**BUDGET FORMAT**
The budget format corresponds to the statewide classification of revenues and expenditure accounts as adopted in 1994.

**IMPORTANT FEATURES of the 2014-15 PROPOSED BUDGET**
1. In the three bienniums since 2007-2009, funding to the state’s community colleges has been reduced by a total of $220.5 million dollars (Figure 1). During 2009-2012, statewide enrollment in at community colleges increased by roughly 33% yet community college support funding decreased. The Oregon Legislature adopted a $465 million community college support fund budget for 2013-2015. The proposed State reimbursement to OCCC is $1,503,361 (Figure 2).

![State Appropriations to Community Colleges (in millions)](image)

**Figure 1.** Community College Support Fund since 2001-2003.

![Community College Support Funds to OCCC](image)

**Figure 2.** Amount of FTE Reimbursable Funds to OCCC as Community College Support Fund.
2. After the 2007-09 biennium, reimbursement for FTE declined from $2,778 to a low of $1,559 in 2011-13. FTE reimbursement for the current biennium is $2,008. An increased enrollment in Lower Division Credit courses and steady enrollment in Career and Technical Education (CTE) courses has helped FTE reimbursement to grow at OCCC. CTE courses include Nursing, Aquarium Science, Criminal Justice, Medical Assistant and Certified Nurse Assistant. The College exceeds its cap of 512 FTE (Figure 3).

![Reimbursable FTE Generated at OCCC](chart)

Figure 3. Student FTE Generated by OCCC. Each FTE is Equivalent to 510 Student Hours of Instruction. FTE for 2013-2014 Reflects a Projected 4% Enrollment Increase.

3. County tax revenue is steady in keeping with the rate of inflation and assessment. Lincoln County operating tax rate for the community college is the lowest in the State at 17.6 cents (3.5%) based on the $5 limit for local education per $1,000 of assessed value. In contrast, Lincoln County School District receives 90.4% ($4.51 of the $5 of the levied property tax for local education). The statewide average for community college property tax levy is 41 cents per thousand dollars of assessed value (Figure 4).

![Lincoln County Property Tax Levy for Local Education](chart)

Figure 4. Property Tax Allocation for Local Education in Lincoln County.
5. Students through their payment of tuition and fees are the largest revenue contributor (32%) to the College’s general fund (Figure 5). The State and Local revenue contribute 30% and 23% respectively to the general fund. Fund balance increased from 8% in 2013-2014 to 16% for 2014-2015.

Figure 5. General Fund Resources by Source

6. In an effort to reduce the gap between revenue generated and the cost of instruction, an elevated fee schedule for program students in Nursing and Aquarium Science (Nursing: $1,500/term and Aquarium Science: $600/term) was instituted. Requests for financial support of the Nursing Program will be made to North Lincoln Health District, Samaritan North Lincoln Hospital, Samaritan Pacific Communities Hospital, and Pacific Communities Health District. Review of how to reduce this gap through various means including fee increases, cost sharing and financial support is ongoing.

7. Prompted by an increase in community college support funding, revenue from tuition and fees, no cost extension of grant funding from the Department of Labor’s (DOL) TAACCCT grant (CASE), the College is able to invest in strategic programming and personnel. The following investments are recommended:

<table>
<thead>
<tr>
<th>One Time Funds</th>
<th>TAACCCT (CASE) Funds**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development Director (additional FTE)</td>
<td>Medical Assistant Instructors (part-time)</td>
</tr>
<tr>
<td>Long-term Facilities Fund</td>
<td>Certified Nursing Assistant Instructors</td>
</tr>
<tr>
<td>Achieving the Dream membership</td>
<td>Administrative Assistant for Nursing and Allied Health (.5 FTE)</td>
</tr>
<tr>
<td>Professional Development</td>
<td>CASE Program management</td>
</tr>
<tr>
<td>Dual Credit Program with LCSD</td>
<td>Emergency Medical Technician Program</td>
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<tr>
<td>Strategic Planning</td>
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<tr>
<td>College Marketing</td>
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<tr>
<td>Evening Security</td>
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**Note: The current TAACCCT (CASE) grant will conclude in May 2015. The State anticipates receiving a Request for Proposals (RFP) from the DOL for TAACCCT proposals this year. OCCC is part of the Oregon community college consortium.
8. Classified staff organized in 2013 and a Collective Bargaining Agreement is in place for 2013-2015. Similarly, faculty agreed to a 5 year Collective Bargaining Agreement (through 2018). Increases in steps and/or Cost of Living Allowances were implemented for classified, faculty and administrators. Approximately 63% of general fund expenditures are in personnel costs (Figure 6).

Figure 6. General Fund Expenditures by Category

9. The contracting agreement for accreditation services is now through Portland Community College and $200,000 is budgeted towards that contract. The support realized through this contract will help OCCC put into place the aspects that prepares the institution for the requirements of the independent accreditation process. Enhanced support for OCCC students is also anticipated as a result of this contract.

STRATEGY TO EXECUTE A BALANCED 2014-15 FISCAL YEAR BUDGET
The total appropriation for the PROPOSED 2014-2015 budget is $9,386,996. This budget is balanced through:

1. Reduce operating expenses through appropriate staffing levels and expenditures that reflect an institution that generates approximately 500 FTE annually. Reduce the differential between the OCCC cost per FTE and the mean of all colleges combined (Figure 7). Based on the most current information, OCCC ranks 4th highest in the annualized cost (tuition and all fees for the year) at $4,770 versus the state average of $4,524. The annualized cost ranges from $5,193 to $4,133 for Oregon community colleges.

2. Continued financial support from the OCCC Foundation, grants and local entities such as the two health districts (Pacific Communities Health District and North Lincoln Health District) as well as from the two regional hospitals (Samaritan North Lincoln Hospital and Samaritan Pacific Communities Hospital). Goal: $50,000 from health care partners.
3. The addition of strategic courses that eliminated course offering gaps that hinder student progression and completion at OCCC. Such courses would benefit OCCC by reducing the number of students, tuition dollars and student FTE that get credited to other institutions. (Addition of Fitness and Nutrition courses to be held on campus for the first time).

4. Conduct a marketing campaign to engage the community and area high schools to increase enrollment. Develop Dual Credit programs and enhance Expanded Options with Lincoln County School District for increase enrollment. Historically, in an improving economy, enrollment at community college decreases. (Allocate an additional $10,000 to this effort).

5. Closely monitor and control expenditures throughout the year.

![Cost per FTE, OCCC versus the Mean of All Colleges](image)

Figure 7. Cost per FTE for Oregon Coast Community College Compared to all Colleges Combined (mean).

Though Oregon Coast Community College has demonstrated its value to the community, the allocation of state support remains below a level to significantly rebuild from 5 years of inadequate funding to fully address Achievement Compacts or priorities of the Higher Education Coordinating Commission (HECC), Oregon Education Investment Board or 40-40-20. OCCC is challenged to provide essential services, meet its mission and to adequately staff the College. With active participation and robust community support and a long-term commitment from the State, the College can serve Lincoln County in an exemplary manner. Thank you for supporting and assisting the College during the coming year.

Respectfully submitted,

Bruce Koike  
Interim President  
4/16/2014
ACHIEVEMENT COMPACT

Of note is the inclusion of the Achievement Compacts in the budget document as required by SB 1581. SB1581 requires local community college boards and budget committees to review Achievement Compacts. Completed achievement compacts are submitted to the Oregon Education Investment Board (OEIB) by 5:00 pm on July 1 of each year.

Adopted on March 27, 2012 by the Oregon Education Investment Board (OEIB), the Achievement Compact sets targets for the annual tracking of student success and achievement in support of SB 909. SB 909 established the concept and goals of 40/40/20 which are to be achieved by the year 2025. The Achievement Compacts contribute to this by establishing a framework by which the institution establishes target figures for the upcoming year and projected figures for the current year that move institutional outcomes towards the goal of 40/40/20. Data related to actual year-end results is provided by the Oregon Department of Community Colleges and Workforce Development (CCWD). The completed 2014-2015 achievement compact for Oregon Coast Community College can be found herein.

Major categories of the achievement compact are:
- Completion: Are students completing their courses of study and earning certificates and degrees?
- Progression: Are students making progress at the college?
- Connections: Are student making connections to and from the college?

To guide the process, OEIB’s Chief Education Officer, Dr. Nancy Golden has expressed that to progress to the goals of 40-40-20 institutions are to show progress in outcomes. As such, achievement compact can be used to allocate resources to increase the number of students achieving specific outcomes and goal attainment. Particular attention is also drawn to students of color and those who are economically disadvantaged.

When determining target figures for the up-coming year and projected figures for the current year, the College’s administrative staff considers past trends, current enrollment figures, economic conditions, and anticipate changes that could impact outcome levels. This year, the President engaged students and faculty as required by the OEIB. The 2014-2015 Achievement compacts for OCCC reflect a 2-5% increase over the previous year for each metric. Under optimal conditions the College robustly allocates funds that support strategic goals. Effort is focused on reducing the amount of time a student spends in Developmental Education courses (math and writing) as well as addressing the development of Associate of Arts Oregon Transfer students into a cohesive, group that receives additional support. Through these efforts we have a belief that a greater proportion of students will progress through college, complete degrees or certificates and leave OCCC prepared for the next step in life.

Several achievement compact outcomes are being considered for inclusion in the community college support funding formula including:
- Number of students earning Certificates,
- Number of students earning Associate degrees,
- Number of students earning 15 credits in a year,
- Number of students earning 30 credits in a year,
- Number of students who are registered in Dual Enrollment,
- Number of students who transfer to an Oregon University System institution.

Oregon Community College Presidents will submit to the HECC a proposed CCSF formula that integrates institutional outcomes for adoption in 2015 and implementation the following year.
Summary of Proposed Appropriations

The proposed budget, for the Fiscal Year 2014-2015, in the total of $9,633,537 is now on file at Oregon Coast Community College, 400 SE College Way, Newport, OR. The amounts for the fiscal year beginning July 1, 2014 and for the purpose shown below:

<table>
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<th>General Fund</th>
<th>Enterprise Funds</th>
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<tbody>
<tr>
<td>Personnel Services</td>
<td>Personnel Services $ 16,215</td>
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<tr>
<td>Materials and Services</td>
<td>Materials and Services $ 188,700</td>
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<tr>
<td>Transfers Out</td>
<td>Transfers Out $ 24,000</td>
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<td>Contingency</td>
<td>Contingency $ 28,604</td>
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<td>$ 5,262,508</td>
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<th>Debt Service Funds</th>
<th>Internal Service Funds</th>
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<td>Debt Service - GOB</td>
<td>Materials and Services $ 44,900</td>
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<td>Debt Service - PERS</td>
<td>Contingency $ 98,325</td>
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<tr>
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<tr>
<td>Contingency - PERS</td>
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<td>Transfers Out $ 150,000</td>
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</table>
|                                     | $ 2,115,985                               | $ 12-

<table>
<thead>
<tr>
<th>Special Revenue Funds</th>
<th>Capital Projects Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Services $ 778,000</td>
<td>Materials and Services $ 47,516</td>
</tr>
<tr>
<td>Materials and Services $ 523,783</td>
<td>Capital Outlay $ 45,000</td>
</tr>
<tr>
<td>Capital $ 280,000</td>
<td>$ 92,516</td>
</tr>
<tr>
<td></td>
<td>Total Proposed Appropriation $9,633,537</td>
</tr>
</tbody>
</table>

The proposed budget recommends the taxes provided at the rate of $.1757 per $1,000 of assessed value for operations and in the amount of $1,961,000 Bonded Debt;

<table>
<thead>
<tr>
<th>Education</th>
<th>Excluded From</th>
</tr>
</thead>
<tbody>
<tr>
<td>Limitation</td>
<td>Limitation</td>
</tr>
<tr>
<td>General Fund........ $ 0.1757/$1,000</td>
<td></td>
</tr>
<tr>
<td>Debt Service Fund.................................................................$ 1,961,000</td>
<td></td>
</tr>
</tbody>
</table>
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Financial Structure, Policy & Process
2014 – 2015 Budgetary Funds

Major funds represent the significant activities of the College and include any budgeted fund that represents more than 10 percent of the total appropriated revenues and expenditures. The breakdown of the College’s fund structure is as follows:

**Major Governmental Funds:** The main operating fund for the Oregon Coast Community College, the General Fund is a major fund of the College and is used to account for the activities directly related to the College’s basic education objectives. The Debt Service Fund accounts for the accumulation of resources, and the repayment of general long-term debt, interest and related cost.

**Non-Major Special Revenue Funds:** Special Revenue Funds account for the resources that are legally restricted to expenditures for specific purposes. For reporting purposes the College aggregates the numerous funds. Individually the College doesn’t have a fund that qualifies as a major fund.

**Non-major Capital Project Fund:** This fund is used for the acquisition of land, new construction and major equipment purchases. The Capital Project Fund is a Special Revenue Fund that for reporting purposes the college has chosen not to aggregate with the other funds.

**Non-major Reserve Fund:** The Reserve Fund is used to account for specific programs where money is Board of Education restricted.

**Non-major Enterprise Fund:** An enterprise fund furnishes goods to students, staff and the public. The fund is self supporting.

**Non-major Internal Service Funds:** These funds exist primarily to provide services to the other instruction or administrative units of the College.
Budget Structure and Functions

Why the college’s budget document is different from the colleges audited financial statement?

Basis of Budgeting

For the budget document, Oregon Budget Law requires that a modified accrual basis of accounting is used, which determines when and how transactions or events are recognized. This means revenues are reported when earned, expenditures are reported when the liability is incurred and taxes are accounted for on a cash basis, i.e. when received. The result is that carryovers of financial obligations from year-to-year are precluded and projections of anticipated revenue are not inflated.

The college budgets all college funds required to be budgeted, the General Fund and all Auxiliary Funds, in accordance with Oregon Local Budget Law on a Non-GAAP budgetary basis, whereas Generally Accepted Accounting Principles (GAAP) provides the structure for the basis of accounting used for financial statement reporting. The differences between GAAP and the budgetary basis of accounting generally concern timing of recognition of revenues and expenditures. Thus, there are no differences between fund structure in the financial statements and the budget document.

The basic financial statements present the college and its component unit, Oregon Coast Community College Foundation, for which the college is considered to be financially accountable. The Foundation, a legally separate tax-exempt entity, is a discretely presented component unit and is reported in a separate column in the basic financial statements. The budget document presents college information exclusive of Foundation data.

Under GAAP, basic financial statements are reported using the economic resources measurement focus and accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Property taxes are recognized as revenues in the years in which they are levied. Grants and other similar types of revenue are recognized as soon as all eligibility requirements imposed by the grantor have been met.

Material timing differences in expenditures between GAAP and the budgetary basis of accounting include capital expenditures, which under GAAP are allocated to depreciation expense over a specified period of time. In the budget document, capital expenditures are assigned in full to operations expense. With respect to debt service, payments to principal reduce the liability of the financial statements while interest payments are expensed. Under the budgetary basis of accounting, both principal and interest are expensed to operations within the fiscal year.
Finance Policy

Financial Reporting and Accounting Policies

OCCC’s basic financial statements are prepared in conformity with generally accepted accounting principles (“GAAP”) as prescribed by the Governmental Accounting Standards Board (“GASB”).

OCCC has adopted GASB Statement NO.35: Basic Financial Statements and Management’s Discussion Analysis for Public Colleges and Universities, as amended by GASB Statements No. 37 and No.38 which establishes standards for external financial reporting for public colleges and universities and requires that financial statements be presented on a consolidated basis to focus on the District as a whole.

Auditing

Each Oregon political subdivision must obtain an audit and examination of its funds and account groups at least once each year pursuant to Oregon Municipal Audit Law, ORS 297.405-297.55. Municipalities having annual expenditures of less than $500,000, with the exception of counties and school districts, are exempt from this requirement. All Oregon counties and school districts, regardless of amount of annual expenditures, must obtain an audit annually. This required audit may be performed by the State Division of Audits or by independent public accountants certified by the State as capable of auditing political subdivisions.

Investments

ORS 294.035 authorizes Oregon municipalities to invest in obligations, ranging from U.S. Treasury obligations and Agency securities to municipal obligations, bankers’ acceptances, commercial paper, certificates of deposit, corporate debt and guaranteed investment contracts, all subject to certain size and maturity limitations. No municipality may have investments with maturities in excess of 18 months without adopting a written investment policy which has been approved by the Oregon Short Term Fund Board.

Pension System

OCCC participates in a retirement pension benefit program under State of Oregon Public Employees Retirement System (“PERS”). After six full months of employment, all District employees are required to participate in PERS.

Budgetary Process

OCCC prepares an annual budget in accordance with Oregon Local Budget Law (ORS Chapter 294) which establishes standard procedures for all budget functions for Oregon local governments. Under the applicable provisions, there must be public participation in the budget process and the adopted budget must be balanced. A balanced budget is when annual expenditures do not exceed projected resources.
Budget Development Process

In the budget development process outlined below, Oregon Coast Community College (OCCC) follows Oregon Local Budget Law*. In addition to providing a financial plan for fiscal year revenues and expenses, OCCC’s Budget Document outlines programs and initiatives and implements controls on spending authority. The budget development process is designed to encourage citizen input and public opinion about college programs and fiscal policies.

I. Establish a Budget Committee
   The Budget Committee consists of the seven members of the Board of Education plus seven citizens at large. Each Board member appoints one citizen to the committee for a term of four years.

II. Appoint a Budget Officer
   OCCC’s Budget Officer, the Director of Finance, is appointed by the Board of Education.

III. Prepare a Proposed Budget
   The Budget Officer supervises the preparation of a Proposed Budget, which includes the following actions:
   A. Discuss Budget Assumptions with Budget Committee.
   B. Develop resource (revenue) estimates and base expenditures budget
   C. Estimate preliminary surplus/deficit
   D. Determine tuition rate
   E. Develop changes to base and final budgets in accordance with internal planning processes and Board of Education approval.
   F. Coordinates with the College President the Budget Message for the Budget Committee, public, employees and other stakeholders.

IV. Public Notice
   OCCC’s Budget Officer publishes a public Notice of Budget Committee Meeting.

V. Budget Committee Meeting(s)
   At least one Budget Committee meeting is held to 1) review the budget message and document, 2) hear the public and 3) revise and complete the budget as needed. At the time the proposed budget is distributed to the Budget Committee, it becomes public record and is made available to the public.

VI. Budget Approval
   When the Budget Committee is satisfied with the proposed budget, including any additions to or deletions from the budget prepared by the Budget Officer, the budget is approved. Note: If the budget requires an ad valorem tax to be in balance, the budget committee must approve an amount or rate of total ad valorem property taxes to be certified to the assessor.

*Oregon Revised Statutes (ORS) section 294: http://www.leg.state.or.us/ors/294.html
VII. **Publication**
After the budget is approved, a budget hearing is held by the Board of Education. The Budget Officer publishes a summary of the approved budget and a Notice of Budget Hearing.

VIII. **Budget Hearing**
The Budget Hearing is held to receive citizen testimony on the approved budget.

IX. **Adoption**
The Board of Education enacts a resolution to 1) formally adopt the budget, 2) make appropriations, and, if needed, 3) levy and categorize taxes. The resolution must be adopted no later than June 30 for the fiscal year starting July 1.

X. **Budget Filed and Levy Certified**
A copy of the complete budget is sent to the Lincoln County Clerk. When levying a property tax, OCCC’s Budget Officer submits notice of levy, categorization certification and resolutions to the County Assessor’s office by July 15.

**Budget Amendment Process**
Budget estimates as shown in the Budget Document may be amended by the Board of Education 1) prior to formal adoption, or 2) after formal adoption if amendments are adopted prior to the commencement of the budget fiscal year and the amount of estimated expenditures for each fund is not increased by more than $5,000 or 10% of the original adopted expenditures, whichever is greater. If special circumstances, unforeseen at the time of the original adoption, require an increase of more than 10% of original adopted expenditures, and amended budget document must be republished and another public budget hearing must be held.
Total ad valorem property tax amounts or rates may not be increased following formal adoption of the Budget Document unless 1) an amended Budget Document is republished and another public budget hearing is held, and 2) the college obtains written approval and files a supplemental notice of property tax.

---

Board Appoints Budget Officer & Budget Committee → College Administration Prepares Proposed Budget → Publish Notices of Budget Meetings

Budget Committee Reviews (2) then Approves Budget → Publish Approved Budget and Notice of Budget Hearing → Public Hearing on Budget

Board Adopts Budget by June 30 → Submit Property Tax Levy, Resolutions and Budget by July 15

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-18-
2014-2015 BUDGET CALENDAR

JANUARY
* Budget Officer prepares resource & expenditure projections
15 Wednesday
* Oregon Coast Community College (OCCC) Board of Education Meeting.

FEBRUARY
* Preparation of Department Budgets
19 Wednesday
* OCCC Board of Education Meeting

MARCH
* Interim President reviews final proposed budget
19 Wednesday
* OCCC Board of Education Meeting

APRIL
1 Tuesday
* Post legal notice of Budget Committee Meeting on Website
9 Wednesday
* Publish second notice of Budget Committee Meeting
16 Wednesday
* Budget Committee Meeting (6pm) to receive Proposed Budget / OCCC Board of Education Meeting

MAY
21 Wednesday
* Second Budget Committee Meeting (6pm) / OCCC Board of Education Meeting.
30 Friday
* Publish Budget Summary and Notice of Budget Hearing

JUNE
18 Wednesday
* Public Hearing (6pm): Board adopts budget resolution, makes appropriations and declares tax rate. OCCC Board of Education Meeting.
30 Monday
* Optional Meeting. (If required)

* Note 3rd Wednesday of every month is scheduled Education Board Meeting
BUDGET COMMITTEE FOR FISCAL YEAR 2014 - 2015

BOARD OF EDUCATION:

<table>
<thead>
<tr>
<th>Name</th>
<th>Zone</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jim Nelson</td>
<td>Zone 1</td>
<td>2017</td>
</tr>
<tr>
<td>Alison Nelson-Robertson</td>
<td>Zone 2</td>
<td>2017</td>
</tr>
<tr>
<td>Jeff Ouderkirk</td>
<td>Zone 3</td>
<td>2015</td>
</tr>
<tr>
<td>Rex Krabbe</td>
<td>Zone 4</td>
<td>2015</td>
</tr>
<tr>
<td>Chris Chandler</td>
<td>Zone 5</td>
<td>2017</td>
</tr>
<tr>
<td>Cliff Ryer</td>
<td>Zone 6</td>
<td>2017</td>
</tr>
<tr>
<td>Debbie Kilduff</td>
<td>Zone 7</td>
<td>2015</td>
</tr>
</tbody>
</table>

APPOINTED BUDGET COMMITTEE MEMBERS:

<table>
<thead>
<tr>
<th>Name</th>
<th>Zone</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Bigelow</td>
<td>Zone 1</td>
<td>2017</td>
</tr>
<tr>
<td>John Hurley</td>
<td>Zone 2</td>
<td>2017</td>
</tr>
<tr>
<td>Bill Guempelein</td>
<td>Zone 3</td>
<td>2015</td>
</tr>
<tr>
<td>John Crawford</td>
<td>Zone 4</td>
<td>2015</td>
</tr>
<tr>
<td>Sandra Roumagoux</td>
<td>Zone 5</td>
<td>2017</td>
</tr>
<tr>
<td>Hal Pritchett</td>
<td>Zone 6</td>
<td>2015</td>
</tr>
<tr>
<td>Herman Welch</td>
<td>Zone 7</td>
<td>2015</td>
</tr>
</tbody>
</table>

EXECUTIVE OFFICER:

Bruce Koike, Interim President

BUDGET OFFICER:

Gregory A. Holmes CPA, Finance Director
OREGON COAST COMMUNITY COLLEGE
APPROVED BUDGET | 2014-2015

Financial Summaries
WHERE THE MONEY COMES FROM...
2014/15 BUDGET

- Property Taxes: 35%
- Tuition and Fees: 20%
- State Aid: 19%
- Grants-Fed, Local & State: 19%
- Other Local Revenue: 7%
Revenue Sources

The following section summarizes certain of the major revenue sources of the College.

Oregon Coast Community College Funding

The college receives revenue from four primary sources: ad valorem property taxes, tuition and fees, state aid, and grant funding. Property taxes are budgeted to provide 35 percent of the College’s revenues in Fiscal Year 2015, followed by tuition and fees (20 percent) and state aid (19 percent). See "Statement of Revenues, Expenses and Changes in Fund Balances" herein.

Property Taxes

Most local governments, school districts, education service districts and community college districts ("local governments") have permanent authority to 'levy property taxes for operations ("Permanent Rates") up to a maximum rate (the "Operating Tax Rate Limit"). Local governments that have never levied property taxes may request that the voters approve a new Operating Tax Rate Limit.

Local governments may not increase their Operating Tax Rate Limits; rather they may only request that voters approve limited term levies for operations or capital expenditures ("Local Option Levies") or levies to repay general obligation bonded indebtedness ("General Obligation Bond Levies").

Local Option Levies that fund operating expenses are limited to five years, and Local Option Levies that are dedicated to capital expenditures are limited to ten years. The College does not currently have a Local Option Levy and has no plans at this time to seek voter approval of a Local Option Levy.

Local governments impose property taxes by certifying their levies to the county assessor of the county in which the local government is located. Property taxes ordinarily can only be levied once each Fiscal Year. The local government ordinarily must notify the county assessor of its levies by July 15.

Valuation of Property - Real Market Value. "Real Market Value" is the minimum amount in cash which could reasonably be expected by an informed seller acting without compulsion, from an informed buyer acting without compulsion, in an "arms-length" transaction during the period for which the property is taxed.

Valuation of Property - Assessed Value. Property taxes are imposed on the assessed value of property. The assessed value of each parcel cannot exceed its Taxable Real Market Value, and ordinarily is less than its Taxable Real Market Value. The assessed value of property was initially established in 1997 as a result of a constitutional amendment. That amendment (now Article XI, Section 11, often called "Measure 50") assigned each property a value and limited increases in that assessed value to three percent per year, unless the property is improved, rezoned, subdivided, or ceases to qualify for exemption. When property is newly constructed or reassessed because it is improved, rezoned, subdivided, or ceases to qualify for exemption, it is assigned an assessed value that is comparable to the assessed value of similar property.
Tax Rate Limitation - Measure 5. A tax rate limitation was established in 1990 as the result of a constitutional amendment. That amendment (now Article XL Section 11b, often called "Measure 5") separates property taxes into two categories: one to fund the public school system (kindergarten through grade twelve school districts, education service districts and community college districts, collectively, "Education Taxes") and one to fund government operations other than the public school system ("General Government Taxes"). Education Taxes are limited to $5 per $1,000 and General Government taxes are limited to $10 per $1,000 of the Taxable Real Market Value of property (the "Measure 5 Limits"). If the taxes on a property exceed the Measure 5 Limit for Education or General Government, then tax rates are compressed to the Measure 5 Limit. Local Option Levy rates compress to zero before there is any compression of Permanent Rates. In Fiscal Year 2012, there was $7,249.30 of compression of the College’s Permanent Rate due to the tax rate limitation.

Taxes imposed to pay the principal and interest on the following bonded indebtedness are not subject to Measure 5 Limits: (1) bonded indebtedness authorized by a specific provision of the Oregon Constitution; and (2) general obligation bonded indebtedness incurred for capital costs approved by the electors of the issuer and bonds issued to refund such bonds.

The following table represents historical tax information for the College.

<table>
<thead>
<tr>
<th>Fiscal Years</th>
<th>Operating</th>
<th>Debt Service</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>1,151,437</td>
<td>1,938,340</td>
<td>3,089,777</td>
</tr>
<tr>
<td>2014</td>
<td>1,123,353</td>
<td>1,160,276</td>
<td>2,283,629</td>
</tr>
<tr>
<td>2013</td>
<td>1,098,650</td>
<td>1,491,428</td>
<td>2,590,078</td>
</tr>
<tr>
<td>2012</td>
<td>1,073,292</td>
<td>1,684,976</td>
<td>2,758,268</td>
</tr>
<tr>
<td>2011</td>
<td>1,046,742</td>
<td>1,628,293</td>
<td>2,675,035</td>
</tr>
</tbody>
</table>

(1) Budgeted. Debt service will be reducing large fund balance.
(2) Projected.

Tuition and Fees

Oregon Coast Community College prescribe and collect tuition as authorized in ORS 341.290(7). There are no statutory or Oregon Administrative Rule limitations on tuition charged by community colleges. The amount and rates associated with tuition for community colleges vary. Tuition rates for students also vary, depending on whether the student is a resident within the district, out-of-district or out-of-state, and may be set by each college. The College has budgeted $99.00 per credit hour for in-state students for 2013-2014.
The following table represents historical and budgeted tuition and fees.

### Historical and Budgeted Tuition and Fees

<table>
<thead>
<tr>
<th>Fiscal Yr</th>
<th>Tuition In-State per Credit Hour</th>
<th>Annualized Tuition and Fees(1)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>99.00</td>
<td>4,770</td>
</tr>
<tr>
<td>2014</td>
<td>99.00</td>
<td>4,770</td>
</tr>
<tr>
<td>2013</td>
<td>99.00</td>
<td>4,770</td>
</tr>
<tr>
<td>2012</td>
<td>99.00</td>
<td>4,770</td>
</tr>
<tr>
<td>2011</td>
<td>76.00 - 91.00</td>
<td>3,615 - 4,095</td>
</tr>
<tr>
<td>2010</td>
<td>74.00</td>
<td>3,495</td>
</tr>
<tr>
<td>2009</td>
<td>62.00</td>
<td>2,955</td>
</tr>
<tr>
<td>2007</td>
<td>62.00</td>
<td>2,955</td>
</tr>
</tbody>
</table>

(1) Annual tuition for an in-state student based on 15 credit hours per term for three terms (Fall, Winter and Spring).
(2) Budgeted.
(3) The College began the 2010-11 school year charging $76.00 per credit. In late 2010 the State reduced the amount of funds community colleges would receive and the College implemented a $15.00 per credit temporary surcharge to cover the lost State revenue. The surcharge was revisited at the end of the fiscal year and made permanent.

### Community College Support Fund

One of the largest sources of revenue for community college districts is State appropriations to the State Department of Community Colleges and Workforce Development ("CCWD") which administers the Community College Support Fund (the "CCS Fund"). State appropriations to the CCS Fund support (i) contracted out-of-district ("COD") programs and corrections programs, (ii) State Board of Education requirements for a strategic fund, if established, (iii) targeted investments, and (iv) State community college support for operation of the 17 community college districts.

Community College Support Fund Formula. Funds remaining in the CCS Fund after supporting COD and corrections programs, a strategic fund and targeted investments will be divided equally between the two years of the biennium, and will be distributed by CCWD in equal payments to the community college districts based on a funding formula. Pursuant to ORS 341.626 and Oregon Administrative Rule ("OAR") 589-002-0100, CCWD establishes the formula, which is subject to change, for allocating State funding to the community college districts.

The current formula allocates revenues to community college districts based on the full-time equivalent ("FTE") student enrollment for each community college district, which is equivalent to 510 coursework hours for a 12-week term or 467.5 hours for an 11-week term.

Beginning with the 2011-13 biennium, reimbursable growth in FTE will be limited to mitigate some of the impact enrollment growth has on total public resources per FTE. A growth management component has been added to the calculation of the three-year Total Weighted Reimbursable FTE pursuant to OAR 589-0020100(8)(c).
Current State Funding Formula

\[ \epsilon = \frac{\text{(Next year's imposed property tax revenue}} + \text{General Fund appropriations by the Legislature}}{\text{Total Weighted Reimbursable FTE}} \]

(1) Imposed property tax revenues do not include (i) taxes levied or imposed by a community college district to provide a public library system established prior to January 1, 1995, (ii) property taxes raised by Local Option Levies and General Obligation Bond Levies, (iii) base payments of $720 per FTE up to 1,100 and $360 per FTE for unrealized enrollments between actual enrollment numbers and 1,100 FTE, as adjusted pursuant to OAR 589-002-0100(8)(a), (iv) COD payments, and (v) any other payments directed by the BOE or the Legislature.

(2) Reimbursable FTEs are calculated based on a three-year weighted average of reported reimbursable FTE submitted by the community college districts to CCWD. Residents of the State and the states of Idaho, Washington, Nevada, and California shall be counted as part of each community college district's reimbursable enrollment base, but only for those students who take part in coursework offered within Oregon's boundaries. The biennial growth management component is applied to each college's actual annual FTE and the result is weighted as follows: prior year enrollment weighted at 40 percent, second year prior enrollment weighted at 30 percent and third year prior enrollment weighted at 30 percent.

CCS Fund Distribution Schedule

<table>
<thead>
<tr>
<th>First year of Biennium</th>
<th>Second Year of Biennium</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 15</td>
<td>August 15</td>
</tr>
<tr>
<td>October 15</td>
<td>October 15</td>
</tr>
<tr>
<td>January 15</td>
<td>January 15</td>
</tr>
<tr>
<td>April 15</td>
<td>July 15 of the following Fiscal Year (1)</td>
</tr>
</tbody>
</table>

(1) Beginning July 1, 2003, the final payment of each biennium is deferred until July 15 of the following year.

Historical and Budgeted State Funding

<table>
<thead>
<tr>
<th>Fiscal Yr</th>
<th>State Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015 (1)</td>
<td>1,503,361</td>
</tr>
<tr>
<td>2014 (2)</td>
<td>1,386,006</td>
</tr>
<tr>
<td>2013</td>
<td>1,190,628</td>
</tr>
<tr>
<td>2012</td>
<td>1,073,292</td>
</tr>
<tr>
<td>2011</td>
<td>1,258,278</td>
</tr>
<tr>
<td>2010</td>
<td>1,364,477</td>
</tr>
<tr>
<td>2009</td>
<td>1,345,422</td>
</tr>
</tbody>
</table>

(1) Budgeted.
(2) Projected
### Statement of Revenues, Expenses and Changes in Fund Balance

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTUAL</td>
<td>ACTUAL</td>
<td>ACTUAL</td>
<td>ADOPTED</td>
<td>PROJECTED</td>
<td>PROPOSED</td>
<td>APPROVED</td>
<td>ADOPTED</td>
</tr>
</tbody>
</table>

#### REVENUE

From local sources
- **Property taxes**: $2,675,036 $ 2,758,298 $ 2,701,623 $ 2,416,170 $ 2,383,506 $ 2,845,437 $ - $ -
- **Tuition and fees**: 1,332,398 1,431,216 1,553,715 1,548,480 1,666,581 1,621,792 - -
- **Operating grants and contracts**: 151,726 162,573 126,800 200,000 121,819 300,000 - -
- **Donations**: 194,916 89,220 25,524 20,000 11,500 95,000 - -
- **Interest income**: 13,264 11,818 11,186 7,625 11,500 10,120 - -
- **Merchandise Sales**: 175,179 186,312 228,931 230,000 212,399 220,000 - -
- **Other local revenue**: 254,642 296,019 438,913 257,677 253,830 263,951 - -

From state sources
- **State appropriation**: 1,289,237 1,279,060 1,190,628 1,307,100 1,386,006 1,503,361 - -
- **Operating grants and contracts**: 44,399 43,025 113,821 50,000 67,889 80,000 - -
- **Construction Funds**: 1,437,804 362,666 136,553 273,235 108,927 - - -

From federal sources
- **Operating grants and contracts**: 505,891 668,046 807,396 1,120,000 - - - -

Total revenue: 8,074,491 7,288,253 7,335,090 7,035,287 6,993,943 8,059,661 - -

#### EXPENDITURES

- **Salary**: 2,567,789 2,417,114 2,394,062 2,419,701 2,454,115 3,024,498 - -
- **Benefits**: 984,610 1,099,267 1,060,672 1,225,616 1,189,586 1,072,697 - -
- **Personal services**: 3,552,399 3,516,381 3,454,733 3,645,317 3,643,701 4,097,195 - -
- **Materials and services**: 1,986,268 1,733,221 1,940,270 1,799,209 1,707,097 2,194,799 - -
- **Capital outlay**: 2,779,325 221,336 268,861 522,067 79,329 325,000 - -
- **Debt service - principal**: 735,000 810,000 890,000 1,320,000 1,220,000 - - -
- **Debt service - interest**: 1,070,365 1,042,490 853,119 690,228 647,719 - - -

Total expenditures: 10,123,358 7,323,429 7,406,984 7,976,821 7,440,353 8,484,713 - -

#### Excess (deficiency) of revenue over (under) expenditures
- **Revenue over (under) expenditures**: (2,048,866) (35,175) (71,894) (1,473,834) (426,410) (1,223,753) - -

#### OTHER FINANCING SOURCES (USES)

- **Proceeds from sale of assets**: - - 181,970 - - - - -
- **Contingency**: - - - (532,300) (798,701) - - -
- **Unappropriated**: - - - - - - - -
- **Transfers from other funds**: 48,800 140,000 50,000 40,000 95,000 105,783 - -
- **Transfers to other funds**: (50,000) (140,000) (50,000) (40,000) (75,000) (105,783) - -

Total other financing sources (uses): (1,200) - 181,970 (532,300) (798,701) - - -

#### Excess (deficiency) of revenue & other sources (uses) over (under) expenditures
- **Over (under) expenditures**: (2,050,066) (35,175) 110,076 (1,473,834) (426,410) (1,223,753) - -

#### FUND BALANCE

- **Beginning fund balance**: 3,668,416 1,618,350 1,540,087 1,473,834 1,650,163 1,223,754 0 0
- **Prior period adjustment**: (43,087) - - - - - -
- **Ending fund balance**: $1,618,350 $1,540,087 $1,650,163 $0 $1,223,753 $0 $0 $0
PROPOSED BUDGET 2014-2015

<table>
<thead>
<tr>
<th></th>
<th>GENERAL FUND</th>
<th>DEBT SERVICE GOB</th>
<th>DEBT SERVICE PERS</th>
<th>*SPECIAL REVENUE</th>
<th>CAPITAL PROJECT FUND</th>
<th>ENTERPRISE FUND</th>
<th>INTERNAL SERVICE FUND</th>
<th>RESERVE FUND</th>
<th>TOTALS</th>
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<tr>
<td><strong>REVENUE</strong></td>
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<tr>
<td>From local sources</td>
<td></td>
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<tr>
<td>Property taxes</td>
<td>$1,151,437</td>
<td>$1,694,000</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$2,845,437</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,621,792</td>
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<tr>
<td>Operating grants and contracts</td>
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<td>-</td>
<td>-</td>
<td>300,000</td>
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<td>-</td>
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<td>95,000</td>
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<td>Interest income</td>
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<td>10,120</td>
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<td>Merchandise Sales</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>220,000</td>
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<tr>
<td>Other local revenue</td>
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<td>-</td>
<td>32,575</td>
<td></td>
<td>-</td>
<td>263,951</td>
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<tr>
<td>From state sources</td>
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<td>State appropriation</td>
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<td>1,503,361</td>
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<tr>
<td>Operating grants and contracts</td>
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<td>-</td>
<td>-</td>
<td>80,000</td>
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<td>Construction Matching Funds</td>
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<tr>
<td>From federal sources</td>
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<td></td>
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<tr>
<td>Operating grants and contracts</td>
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<td>-</td>
<td>1,120,000</td>
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<tr>
<td>Total revenue</td>
<td>4,443,345</td>
<td>1,698,731</td>
<td>165,010</td>
<td>1,500,000</td>
<td>220,000</td>
<td>32,575</td>
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<td>8,059,661</td>
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<tr>
<td>Salary</td>
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<td>578,000</td>
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<td>10,000</td>
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<td>Benefits</td>
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<td>200,000</td>
<td>-</td>
<td>6,215</td>
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<td>1,072,697</td>
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<td>Personal services</td>
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<td>778,000</td>
<td>-</td>
<td>16,215</td>
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<td>4,097,195</td>
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<tr>
<td>Materials and services</td>
<td>1,209,745</td>
<td>155</td>
<td>-</td>
<td>523,783</td>
<td>47,516</td>
<td>188,700</td>
<td>44,900</td>
<td>180,000</td>
<td>2,194,799</td>
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<td>Capital outlay</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>280,000</td>
<td>45,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>325,000</td>
</tr>
<tr>
<td>Debt service - principal</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,150,000</td>
<td>70,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,220,000</td>
</tr>
<tr>
<td>Debt service - interest</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>548,576</td>
<td>99,143</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>647,719</td>
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<tr>
<td>Total expenditures</td>
<td>4,512,725</td>
<td>1,698,731</td>
<td>169,143</td>
<td>1,581,783</td>
<td>92,516</td>
<td>204,915</td>
<td>44,900</td>
<td>180,000</td>
<td>8,484,713</td>
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<tr>
<td>Percentage of Total Expenditures</td>
<td>53%</td>
<td>20%</td>
<td>2%</td>
<td>19%</td>
<td>1%</td>
<td>2%</td>
<td>1%</td>
<td>2%</td>
<td>100%</td>
</tr>
<tr>
<td>Excess (deficiency) of revenue</td>
<td>(69,380)</td>
<td>-</td>
<td>(4,133)</td>
<td>(81,783)</td>
<td>(92,516)</td>
<td>15,085</td>
<td>(12,325)</td>
<td>(180,000)</td>
<td>(425,052)</td>
</tr>
<tr>
<td>Over (under) expenditures</td>
<td>(69,380)</td>
<td>-</td>
<td>(4,133)</td>
<td>(81,783)</td>
<td>(92,516)</td>
<td>15,085</td>
<td>(12,325)</td>
<td>(180,000)</td>
<td>(425,052)</td>
</tr>
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<td><strong>OTHER FINANCING SOURCES (USES)</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contingency</td>
<td>(668,000)</td>
<td>-</td>
<td>(3,771)</td>
<td>-</td>
<td>(28,604)</td>
<td>(98,325)</td>
<td>-</td>
<td>-</td>
<td>(798,701)</td>
</tr>
<tr>
<td>Unappropriated</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Transfers from other funds</td>
<td>24,000</td>
<td>-</td>
<td>-</td>
<td>81,783</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>105,783</td>
<td></td>
</tr>
<tr>
<td>Transfers to other funds</td>
<td>(81,783)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(24,000)</td>
<td>-</td>
<td>(105,783)</td>
<td></td>
</tr>
<tr>
<td>Total other financing sources (uses)</td>
<td>(725,783)</td>
<td>-</td>
<td>(3,771)</td>
<td>81,783</td>
<td>-</td>
<td>(52,604)</td>
<td>(98,325)</td>
<td>-</td>
<td>(798,701)</td>
</tr>
<tr>
<td>Excess (deficiency) of revenue &amp; other</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sources (uses) over (under) expenditures</td>
<td>(795,163)</td>
<td>-</td>
<td>(7,905)</td>
<td>(92,516)</td>
<td>(37,519)</td>
<td>(110,650)</td>
<td>-</td>
<td>(1,223,753)</td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7/1/2013 - Beginning fund balance</td>
<td>795,163</td>
<td>-</td>
<td>7,905</td>
<td>92,516</td>
<td>37,520</td>
<td>110,650</td>
<td>180,000</td>
<td>1,223,754</td>
<td></td>
</tr>
<tr>
<td>6/30/2014 - Ending fund balance</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
WHAT IS FUND BALANCE?

Fund Balance is an accumulation of revenues minus expenditures. Each fund maintained by the college has a fund balance. Fund balance can be used in future years for purposes determined by the college’s board of education. To understand fund balance, it is important to understand fund accounting. Fund accounting is unique to public sector (i.e. governments, schools, etc.) and requires separate self-balancing accounting entries to track each fund’s revenues and expenditures. Funds are created for various reasons and separated into fund types which dictate the accounting rules that apply (i.e. basis of accounting can be full or modified accrual).

2014-15 ESTIMATED BEGINNING AND ENDING FUND BALANCE

<table>
<thead>
<tr>
<th>Fund Description</th>
<th>July 1, 2014 Fund Balance</th>
<th>June 30, 2015 Fund Balance</th>
<th>Dollar Change</th>
<th>Percent Change</th>
<th>Explanation of changes in fund balances &gt; 10%</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>795,163</td>
<td>668,000</td>
<td>(127,163)</td>
<td>-19%</td>
<td>General fund ending fund policy is 15% of revenue. The surplus from 2013 is being transferred out.</td>
</tr>
<tr>
<td>SRF - GRANTS</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
<td>Remaining funds from the 2004 General Obligation Bond sale and plan is to complete the projects by 6/30/2015.</td>
</tr>
<tr>
<td>SRF - CAPITAL</td>
<td>92,516</td>
<td>0</td>
<td>(92,516)</td>
<td>-100%</td>
<td>Rem: Remaining funds from the 2004 General Obligation Bond sale and plan is to complete the projects by 6/30/2015.</td>
</tr>
<tr>
<td>INTERNAL SERVICE FUNDS</td>
<td>110,650</td>
<td>98,325</td>
<td>(12,325)</td>
<td>-11%</td>
<td>Rem: Remaining funds from the 2004 General Obligation Bond sale and plan is to complete the projects by 6/30/2015.</td>
</tr>
<tr>
<td>ENTERPRISE FUNDS</td>
<td>37,250</td>
<td>28,604</td>
<td>(8,646)</td>
<td>-23%</td>
<td>Your College Store is transferring funds to the general fund.</td>
</tr>
<tr>
<td>RESERVE FUND</td>
<td>105,000</td>
<td>0</td>
<td>(105,000)</td>
<td>-100%</td>
<td>&lt;$105,000&gt; are funds set aside for a nature center at the Lincoln City campus.</td>
</tr>
<tr>
<td>DEBT SERVICE FUND - GOB</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
<td>College is only levying taxes to cover the debt service and not having such a large carry over that causes arbitrage calculations.</td>
</tr>
<tr>
<td>DEBT SERVICE FUND - PERS</td>
<td>7,905</td>
<td>3,771</td>
<td>(4,134)</td>
<td>-52%</td>
<td>College is making reasonable attempt to charge general fund and grant funds the amount to cover debt service.</td>
</tr>
</tbody>
</table>

-28-
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General Fund
### General Fund Resources by Source

**Fund Balance**: 15.6%

**Tuition & Fees**: 31.8%

**Misc + Transfer**: 0.5%

**State** (29.5%)

**Local** (22.6%)
### General Fund Expenditures by Function

<table>
<thead>
<tr>
<th>Year</th>
<th>Instruction</th>
<th>Instruction Support</th>
<th>Student Services</th>
<th>Community Services</th>
<th>College Support</th>
<th>Transfers Out</th>
<th>Contingency</th>
<th>Unappropriated Balance</th>
<th>Total Expenditures</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011-12</td>
<td>1,676,286</td>
<td>667,730</td>
<td>467,801</td>
<td>855,931</td>
<td>262,385</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,930,133</td>
<td>3,930,133</td>
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<tr>
<td>2012-13</td>
<td>1,549,743</td>
<td>637,541</td>
<td>418,745</td>
<td>827,814</td>
<td>323,130</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,756,972</td>
<td>3,756,972</td>
</tr>
<tr>
<td>2013-14</td>
<td>1,636,954</td>
<td>675,410</td>
<td>508,006</td>
<td>823,827</td>
<td>473,235</td>
<td>75,000</td>
<td>-</td>
<td>-</td>
<td>4,117,432</td>
<td>4,499,432</td>
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<tr>
<td>2014-15</td>
<td>1,648,122</td>
<td>603,376</td>
<td>499,741</td>
<td>834,742</td>
<td>448,292</td>
<td>382,000</td>
<td>-</td>
<td>-</td>
<td>4,034,273</td>
<td>4,109,273</td>
</tr>
</tbody>
</table>

#### General Fund Expenditures by Function

- **Instruction**: 35%
- **Instruction Support**: 13%
- **Student Services**: 11%
- **College Support**: 18%
- **Transfers**: 2%
- **Contingency**: 13%
- **Plant Operations**: 9%
- **Financial Aid**: -

**Total Expenditures**: 4,512,725
**Total Budget**: 5,262,508

**Unappropriated Balance**: 75,000
**Total Transfers/Contingency/UA**: 749,783
### GENERAL FUND EXPENDITURES BY CATEGORIES

<table>
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<tr>
<th></th>
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</thead>
<tbody>
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<td>SALARY</td>
<td>2,022,855</td>
<td>1,862,604</td>
<td>1,977,493</td>
<td>1,967,624</td>
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<td>2,436,498</td>
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<td>BENEFITS</td>
<td>956,547</td>
<td>846,966</td>
<td>986,248</td>
<td>973,913</td>
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<td>866,482</td>
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<td>PERSONNEL SERVICES</td>
<td>2,979,402</td>
<td>2,709,570</td>
<td>2,963,741</td>
<td>2,941,537</td>
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<td>3,302,980</td>
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<td>MATERIALS AND SERVICES</td>
<td>950,731</td>
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<td>1,153,691</td>
<td>1,092,736</td>
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<td>1,209,745</td>
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<td>CAPITAL OUTLAY</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>TOTAL EXPENDITURES</td>
<td>3,930,133</td>
<td>3,756,972</td>
<td>4,117,432</td>
<td>4,034,273</td>
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<td>4,512,725</td>
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<tr>
<td>TRANSFERS OUT</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>75,000</td>
<td></td>
<td>81,783</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CONTINGENCY</td>
<td>-</td>
<td>-</td>
<td>382,000</td>
<td>-</td>
<td></td>
<td>668,000</td>
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<tr>
<td>UNAPPROPRIATED BALANCE</td>
<td>-</td>
<td>-</td>
<td>75,000</td>
<td>382,000</td>
<td></td>
<td>749,783</td>
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</tr>
<tr>
<td>TOTAL BUDGET</td>
<td>3,930,133</td>
<td>3,756,972</td>
<td>4,499,432</td>
<td>4,109,273</td>
<td></td>
<td>5,262,508</td>
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</tr>
</tbody>
</table>

#### General Fund Expenditures by Categories

- **63%** Personnel Services
- **23%** Material & Services
- **13%** Contingency
Debt Service Funds
## DEBT SERVICE FUNDS

<table>
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<tr>
<th></th>
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<td>GENERAL OBLIGATION BOND DEBT SERVICE - FUND 7000</td>
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<tr>
<td>Beginning Fund Balance</td>
<td>374,775</td>
<td>363,713</td>
<td>357,480</td>
<td>383,069</td>
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<td>0</td>
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<td>Current Year Taxes</td>
<td>1,573,036</td>
<td>1,491,428</td>
<td>1,191,445</td>
<td>1,160,276</td>
<td>1,191,445</td>
<td>1,191,445</td>
<td>1,191,445</td>
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<tr>
<td>Prior Year Taxes</td>
<td>92,699</td>
<td>85,469</td>
<td>5,016</td>
<td>4,591</td>
<td>4,500</td>
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### MATERIALS & SERVICES

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### PERS DEBT SERVICE - FUND 7050

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### TAX ANTICIPATION NOTE DEBT SERVICE

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### PROPERTY TAX FIXED AMOUNT-DEBT SCHEDULE

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### ENDING FUND BALANCE

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Special Revenue Funds
### SPECIAL REVENUE FUNDS

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### Capital Projects - Fund 4000

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### ENTREPRISE FUNDS

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|----------|----------------|----------------|-----------------|                   |                              |                 |                 |                 |
| **COMMUNITY EDUCATION - FUND 3015** |                |                |                 |                   |                              |                 |                 |                 |
|          |                |                |                 |                   |                              |                 |                 |                 |
|          | -              | 6,710          | 2,297           | 684               | Beginning Fund Balance      | 13,275          |                 |                 |
|          | 7,209          | 14,090         | 12,000          | 13,345            | Tuition & Fees - Non Credit | -               |                 |                 |
|          | 7,209          | 20,800         | 14,297          | 14,029            | TOTAL RESOURCES             | 13,275          | -               | -               |
|          | -              | 11,981         | -               | -                 | Salary                      | -               |                 |                 |
|          | -              | 7,192          | -               | -                 | Benefits                     | -               |                 |                 |
|          | -              | 19,173         | -               | -                 | Personnel Services          | -               | -               | -               |
|          | 499            | 943            | 10,200          | 754               | Materials & Services        | -               |                 |                 |
|          | -              | -              | -               |                   | Capital                      | -               |                 |                 |
|          | -              | -              | -               |                   | Interfund Transfers         | 13,275          |                 |                 |
|          | -              | 4,097          | -               | -                 | Contingency                  | -               |                 |                 |
| 499      | 20,116         | 14,297         | 754             | -                 | TOTAL EXPENDITURES          | 13,275          | -               | -               |
|          | 6,710          | 684            | -               | 13,275            | ENDING FUND BALANCE         | 0               | -               | -               |
Internal Service Funds
### INTERNAL SERVICE FUNDS

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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL RESOURCES</strong></td>
<td>101,598</td>
<td>93,737</td>
<td>85,400</td>
<td>90,658</td>
<td>102,597</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outside Services</td>
<td>19,863</td>
<td>15,244</td>
<td>30,000</td>
<td>561</td>
<td>30,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL MATERIALS &amp; SERVICES</strong></td>
<td>19,863</td>
<td>15,244</td>
<td>30,000</td>
<td>561</td>
<td>30,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contingency</td>
<td>0</td>
<td>0</td>
<td>55,400</td>
<td>0</td>
<td>72,597</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unappropriated Balance</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL OTHER</strong></td>
<td>0</td>
<td>0</td>
<td>55,400</td>
<td>0</td>
<td>72,597</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>19,863</td>
<td>15,244</td>
<td>85,400</td>
<td>561</td>
<td>102,597</td>
<td></td>
<td></td>
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<tr>
<td><strong>ENDING FUND BALANCE</strong></td>
<td>81,735</td>
<td>78,493</td>
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<td>90,097</td>
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</table>

### Copy - Internal Service Fund 3036

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance</td>
<td>70,292</td>
<td>12,543</td>
<td>62,252</td>
<td>18,087</td>
<td>19,753</td>
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<td></td>
</tr>
<tr>
<td>Copies-General Fund</td>
<td>16,587</td>
<td>19,553</td>
<td>19,578</td>
<td>8,317</td>
<td>19,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income- Paper Sales</td>
<td>450</td>
<td>274</td>
<td>500</td>
<td>375</td>
<td>450</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copies-Coin Operated</td>
<td>(20,000)</td>
<td>125</td>
<td>170</td>
<td>59</td>
<td>125</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL RESOURCES</strong></td>
<td>67,325</td>
<td>32,495</td>
<td>82,500</td>
<td>26,839</td>
<td>25,628</td>
<td></td>
<td></td>
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<tr>
<td>Supplies</td>
<td>3,413</td>
<td>5,052</td>
<td>5,600</td>
<td>4,074</td>
<td>5,600</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OSS-Maintenance Agreements</td>
<td>8,280</td>
<td>9,355</td>
<td>9,900</td>
<td>9,289</td>
<td>9,300</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outside Services</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL MATERIALS &amp; SERVICES</strong></td>
<td>11,693</td>
<td>14,408</td>
<td>14,500</td>
<td>13,364</td>
<td>14,900</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contingency</td>
<td>0</td>
<td>0</td>
<td>58,000</td>
<td>0</td>
<td>10,728</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interfund Transfer</td>
<td>0</td>
<td>0</td>
<td>10,000</td>
<td>0</td>
<td>13,364</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unappropriated Balance</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL OTHER</strong></td>
<td>0</td>
<td>0</td>
<td>68,000</td>
<td>0</td>
<td>10,728</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>11,693</td>
<td>14,408</td>
<td>82,500</td>
<td>13,364</td>
<td>25,628</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ENDING FUND BALANCE</strong></td>
<td>55,631</td>
<td>18,087</td>
<td></td>
<td>13,475</td>
<td>-</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Ending fund balance for 2011-12 did not tie to audit reports. The 55,631 in 2012 should have been 12,543 and 2013 was adjusted in 2013.

### Insurance Deductible - Internal Service Fund 3037

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL RESOURCES</strong></td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contingency</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interfund Transfer</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL OTHER</strong></td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td>15,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ENDING FUND BALANCE</strong></td>
<td>15,000</td>
<td>15,000</td>
<td></td>
<td>15,000</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Reserve Fund
## RESERVE FUND

|---|---------|---------|-----------------|------------------|-------------|-----------------|-----------------|----------------|

### Audubon - Reserve Fund 5100

<table>
<thead>
<tr>
<th></th>
<th>105,000</th>
<th>105,000</th>
<th>105,000</th>
<th>105,000</th>
<th>Beginning Fund Balance</th>
<th>105,000</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>105,000</td>
<td>105,000</td>
<td>105,000</td>
<td>105,000</td>
<td>TOTAL RESOURCES</td>
<td>105,000</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>105,000</td>
<td>-</td>
<td>Outside Services</td>
<td>105,000</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>105,000</td>
<td>-</td>
<td>TOTAL MATERIALS &amp; SERVICES</td>
<td>105,000</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>Equipment - Over $5000</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>TOTAL CAPITAL</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>105,000</td>
<td>-</td>
<td>TOTAL EXPENDITURES</td>
<td>105,000</td>
</tr>
<tr>
<td></td>
<td>105,000</td>
<td>105,000</td>
<td>-</td>
<td>105,000</td>
<td>ENDING FUND BALANCE</td>
<td>-</td>
</tr>
</tbody>
</table>

### Strategic Initiatives - Reserve Fund 5000

<table>
<thead>
<tr>
<th></th>
<th>0</th>
<th>0</th>
<th>0</th>
<th>0</th>
<th>Beginning Fund Balance</th>
<th>75,000</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>75,000</td>
<td>Transfer In</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>75,000</td>
<td>TOTAL RESOURCES</td>
<td>75,000</td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>Outside Services</td>
<td>75,000</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>TOTAL MATERIALS &amp; SERVICES</td>
<td>75,000</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>TOTAL EXPENDITURES</td>
<td>75,000</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>75,000</td>
<td>ENDING FUND BALANCE</td>
<td>-</td>
</tr>
</tbody>
</table>

---

Established: 10/15/2007 Education Board resolution 08-10.10
Reviewed: n/a
Purpose: Funds reserved for Nature Center to be located on the North County campus.

Established: 12/18/2013 Education Board resolution 14-12.08
Reviewed: n/a
Purpose: Funds reserved for strategic initiatives.
Capital & Debt
**Capital**

*Definition of ‘Capital Outlay’: Expenditures which result in the acquisition of or addition to fixed assets. The Board’s capital policy to record fixed assets is expenditures greater than $5,000 and life expectancy more than 2 years.*

**2012 State Lottery Funds**

The 76th Oregon Legislative Assembly in 2012 approved HB5201 which authorized the State Treasurer to determine if there was sufficient lottery-backed debt capacity to finance $9.6 million dollars for community college capital construction. Oregon Coast Community College was awarded $273,235 to pursue two capital projects. The chosen improvements included the completion of the South county campus’ Allied Health facility, and the conversion of a science room into a science laboratory.

The capital funds were specified to support both construction as well as material supplies and equipment to support the educational activities. The college has to April 2016 to expend the funds.

The following table summarizes the budgeted 2014-2015 projects.

<table>
<thead>
<tr>
<th>Campus</th>
<th>Description</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resources:</td>
<td>2004 General Obligation Bonds (GOB)</td>
<td></td>
</tr>
<tr>
<td>N,C,S,A</td>
<td>Wireless upgrade</td>
<td>30,000</td>
</tr>
<tr>
<td>C</td>
<td>Nurse Call</td>
<td>11,000</td>
</tr>
<tr>
<td>N</td>
<td>Monument sign on Hwy 101</td>
<td>42,916</td>
</tr>
<tr>
<td>N,C,S,A</td>
<td>Change Ballast to LED</td>
<td>5,000</td>
</tr>
<tr>
<td>C</td>
<td>Library PODs for DVD storage</td>
<td>3,600</td>
</tr>
<tr>
<td></td>
<td></td>
<td>92,516</td>
</tr>
<tr>
<td>Resources:</td>
<td>2012 State Lottery Bonds</td>
<td></td>
</tr>
<tr>
<td>N</td>
<td>Science Lab - Equipment</td>
<td>97,500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Capital Expenditures</td>
<td>190,016</td>
</tr>
</tbody>
</table>
Long Term Debt

All long-term debt obligations of the College are payable from the General and Debt Service funds. The following section summarizes the long term debt of the college.

**GO Bonds (Resources: Property Taxes)**

In July of 2004 the College issued general obligation bonds. The proceeds were used for capital construction projects. The interest rates range from 2.25% to 5.25%. In March of 2012, $17,295,000 of these bonds were defeased through the issuance of $17,425,000 in advance refunding bonds. The proceeds of the refunding bonds have been set aside in an irrevocable escrow account pending the call date or maturity of the defeased bonds. The interest rates on the refunding bonds range from 1.50% to 5.00%.

As a result of the refunding, property taxpayers of Lincoln County, saved $1,832,419 through a reduction of total future debt service payments.

**Pension Obligation Bonds (Resources: General Fund)**

In June of 2005, the College issued $2,370,000 of limited tax pension obligation bonds to finance its unfunded actuarially accrued liability (UAL) with the State of Oregon Public Employees Retirement System (PERS). The issuance of the bonds was considered an advance refunding of the College’s UAL and resulted in an estimated present value savings of approximately $729,811 over the life of the bonds. The actual savings realized by the College over the life of the bonds is uncertain because of the various legislative changes and legal issues pending with the PERS system which could impact the College’s future required contribution rate. The interest rates range from 4.643% to 4.831%, which change over the life of the bonds.

Current year activity and future maturities for long term debt are as follows:

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>2005 Pension Bonds</th>
<th>2012 GO Refunding</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Principal</td>
<td>Interest</td>
</tr>
<tr>
<td>2014-2015</td>
<td>70,000</td>
<td>99,143</td>
</tr>
<tr>
<td>2015-2016</td>
<td>80,000</td>
<td>95,893</td>
</tr>
<tr>
<td>2016-2017</td>
<td>90,000</td>
<td>92,179</td>
</tr>
<tr>
<td>2017-2022</td>
<td>645,000</td>
<td>386,756</td>
</tr>
<tr>
<td>2022-2027</td>
<td>1,055,000</td>
<td>194,689</td>
</tr>
<tr>
<td>2027-2028</td>
<td>135,000</td>
<td>6,522</td>
</tr>
<tr>
<td>Total</td>
<td>2,075,000</td>
<td>875,181</td>
</tr>
</tbody>
</table>
Debt Policy

The current debt obligations were entered into following policies and procedures as prescribed by Oregon Revised Statutes. ORS 341.675 establishes the authority to incur bonded indebtedness for certain uses such as to acquire, construct, reconstruct, improve, repair, equip or furnish a college building or buildings or additions thereto, and sets the legal debt limit. The legal debt limit is computed in compliance with ORS 308.207, according to which the taxing or bonding power of any governmental unit is limited to a percentage of the real market value of the taxable property. ORS 341.675 sets the percentage at 1.5% of real property value in the community college service district. Additionally, section 341.715 requires that the proceeds from the issuance of any short-term promissory notes are specifically used for the purpose of meeting current expenses, retiring outstanding bonds or warrants, or paying the interest thereon.

**Legal Debt Limit**: The Lincoln County Assessor’s Office most recent certified assessment roll has recorded a Total Real Market Value of Taxable Property in the service district in the amount of $7,894,420,700; 1.5% of that figure is the maximum legal bonded indebtedness available to Oregon Coast Community College, or $118,416,311. OCCC’s total bonded debt subject to the limitation is $19,350,000, which is approximately 16% of the legal limit.

The Debt Service Fund accounts for the funds collected to pay the debt service requirements on bonds, debt obligations and pension bonds payable.

Following is a summary of current year debt obligations.

<table>
<thead>
<tr>
<th>Obligation</th>
<th>Purpose</th>
<th>Issued Date</th>
<th>Interest Rate</th>
<th>Maturity Date</th>
<th>Balance July 1, 2013</th>
<th>Principal Due Within current Year</th>
<th>Interest Due Within Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pension Bonds Payable</td>
<td>PERS Contribution: Cost Sharing</td>
<td>2005</td>
<td>4.643% - 4.831%</td>
<td>2028</td>
<td>2,075,000</td>
<td>70,000</td>
<td>99,143</td>
</tr>
<tr>
<td>General Obligation Bonds Payable</td>
<td>2004 Bond Refunding</td>
<td>2012</td>
<td>1.50% - 5.0%</td>
<td>2025</td>
<td>17,275,000</td>
<td>1,150,000</td>
<td>548,576</td>
</tr>
</tbody>
</table>
# Oregon Coast Community College
## Achievement Compact for 2014-15

### Outcome Measures

<table>
<thead>
<tr>
<th>Are students completing their courses of study and earning certificates and degrees?</th>
<th>2012-13 Actual</th>
<th>2013-14 Projected</th>
<th>2014-15 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Number of students completing:</strong></td>
<td>All</td>
<td>Underrepresented</td>
<td>All</td>
</tr>
<tr>
<td>Adult HS diplomas/GEDs</td>
<td>182</td>
<td>N/A</td>
<td>111</td>
</tr>
<tr>
<td>Certificates/Oregon Transfer Modules</td>
<td>86</td>
<td>48</td>
<td>91</td>
</tr>
<tr>
<td>Associate degrees</td>
<td>37</td>
<td>22</td>
<td>55</td>
</tr>
<tr>
<td>Transfers to four-year institutions</td>
<td>69</td>
<td>24</td>
<td>TBD: 807</td>
</tr>
<tr>
<td>Programs of study (under development)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Are students making progress at the college?</th>
<th>2012-13 Actual</th>
<th>2013-14 Projected</th>
<th>2014-15 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Number ( &amp;/or % where indicated) of students:</strong></td>
<td>All</td>
<td>Underrepresented</td>
<td>All</td>
</tr>
<tr>
<td>Enrolled Dev. Ed. Writing who complete (%)</td>
<td>81.6</td>
<td>84.2</td>
<td>81%</td>
</tr>
<tr>
<td>Enrolled in Dev. Ed. Math who complete (%)</td>
<td>53.4</td>
<td>45.9</td>
<td>66%</td>
</tr>
<tr>
<td>Who earn 15/30 college credits in the year (#)</td>
<td>318/151</td>
<td>202/97</td>
<td>351/180</td>
</tr>
<tr>
<td>Who pass a national licensure exam (#/%)</td>
<td>18/(95%)</td>
<td>N/A</td>
<td>50/(95%)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Are students making connections to and from the college?</th>
<th>2012-13 Actual</th>
<th>2013-14 Projected</th>
<th>2014-15 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Number of students who:</strong></td>
<td>All</td>
<td>Underrepresented</td>
<td>All</td>
</tr>
<tr>
<td>Are dual enrolled in Oregon high schools</td>
<td>65</td>
<td>7</td>
<td>0</td>
</tr>
<tr>
<td>Are dual enrolled in OUS</td>
<td>0</td>
<td>0</td>
<td>0?</td>
</tr>
<tr>
<td>Who transfer to OUS</td>
<td>50</td>
<td>20</td>
<td>64?</td>
</tr>
<tr>
<td>Employment (under development)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Local Priorities (Optional for each district)

<table>
<thead>
<tr>
<th>Number and/or percentage of students who:</th>
<th>All</th>
<th>Underrepresented</th>
<th>All</th>
<th>Underrepresented</th>
<th>All</th>
<th>Underrepresented</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### What is the level of public investment in the district?

<table>
<thead>
<tr>
<th>2012-13 Actual</th>
<th>2013-14 Projected</th>
<th>2014-15 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>State funds</strong></td>
<td>$1,189,703</td>
<td>TBD by June</td>
</tr>
<tr>
<td><strong>Local Property tax revenue</strong></td>
<td>$1,105,000</td>
<td>TBD by June</td>
</tr>
<tr>
<td><strong>Total state and local operating funds</strong></td>
<td>$2,294,703</td>
<td>TBD by June</td>
</tr>
</tbody>
</table>
#### Oregon Coast Community College Achievement Compact for 2014-15
For Underrepresented Students 2012-13

<table>
<thead>
<tr>
<th>Outcome Measures Actual for 2012-13</th>
<th>African-American</th>
<th>Hispanic/Latino</th>
<th>Native Amer. or Alaskan Native</th>
<th>Pacific Islander</th>
<th>Multi-Racial Multi-Ethnic</th>
<th>Economically Disadvantaged</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Are students completing their courses of study and earning certificates and degrees?</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of students completing:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adult HS diplomas/GEDs</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Certificates/Oregon Transfer Modules</td>
<td>0</td>
<td>*</td>
<td>0</td>
<td>0</td>
<td>*</td>
<td>41</td>
</tr>
<tr>
<td>Associate degrees</td>
<td>0</td>
<td>*</td>
<td>0</td>
<td>0</td>
<td>*</td>
<td>16</td>
</tr>
<tr>
<td>Transfers to four-year institutions</td>
<td>0</td>
<td>*</td>
<td>*</td>
<td>0</td>
<td>*</td>
<td>16</td>
</tr>
<tr>
<td>Programs of study (under development)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Are students making progress at the college?</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number ( &amp;/or % where indicated) of students:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enrolled Dev. Ed. Writing who complete (%)</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>84.2</td>
</tr>
<tr>
<td>Enrolled in Dev. Ed. Math who complete (%)</td>
<td>100</td>
<td>33.3</td>
<td>20</td>
<td>N/A</td>
<td>100</td>
<td>45.6</td>
</tr>
<tr>
<td>Who earn 15/30 college credits in the year (#)</td>
<td>*</td>
<td>28</td>
<td>8</td>
<td>*</td>
<td>14</td>
<td>172</td>
</tr>
<tr>
<td>Who pass a national licensure exam (#/%)</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Are students making connections to and from the college?</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of students who:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are dual enrolled in Oregon high schools</td>
<td>0</td>
<td>*</td>
<td>*</td>
<td>0</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>Are dual enrolled in OUS</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Who transfer to OUS</td>
<td>0</td>
<td>*</td>
<td>*</td>
<td>0</td>
<td>*</td>
<td>13</td>
</tr>
<tr>
<td>Employment (under development)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Local Priorities (Optional for each district)**

Number and/or percentage of students who:

|                                      |                 |                 |                               |                 |                          |                           |

*Data suppressed*
Oregon Coast Community College Achievement Compact for 2014-15
For Underrepresented Students 2013-14

<table>
<thead>
<tr>
<th>Outcome Measures Projected for 2013-14</th>
<th>African-American</th>
<th>Hispanic/Latino</th>
<th>Native Amer. or Alaskan Native</th>
<th>Pacific Islander</th>
<th>Multi-Racial Multi-Ethnic</th>
<th>Economically Disadvantaged</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are students completing their courses of study and earning certificates and degrees?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of students completing:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adult HS diplomas/GEDs</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Certificates/Oregon Transfer Modules</td>
<td>0</td>
<td>*</td>
<td>0</td>
<td>0</td>
<td>*</td>
<td>14</td>
</tr>
<tr>
<td>Associate degrees</td>
<td>0</td>
<td>*</td>
<td>0</td>
<td>0</td>
<td>*</td>
<td>15</td>
</tr>
<tr>
<td>Transfers to four-year institutions</td>
<td>0</td>
<td>*</td>
<td>*</td>
<td>0</td>
<td>*</td>
<td>10</td>
</tr>
<tr>
<td>Programs of study (under development)</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Are students making progress at the college?</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number ( &amp;/or % where indicated) of students:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enrolled Dev. Ed. Writing who complete (%)</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>85%</td>
</tr>
<tr>
<td>Enrolled in Dev. Ed. Math who complete (%)</td>
<td>N/A</td>
<td>40%</td>
<td>35%</td>
<td>N/A</td>
<td>100%</td>
<td>55%</td>
</tr>
<tr>
<td>Who earn 15/30 college credits in the year (#)</td>
<td>*</td>
<td>30</td>
<td>10</td>
<td>*</td>
<td>16</td>
<td>203</td>
</tr>
<tr>
<td>Who pass a national licensure exam (#/%)</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Are students making connections to and from the college?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of students who:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are dual enrolled in Oregon high schools</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Are dual enrolled in OUS</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Who transfer to OUS</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Local Priorities (Optional for each district)

Number and/or percentage of students who:

*Data suppressed
Oregon Coast Community College Achievement Compact for 2014-15
For Underrepresented Students 2014-15

<table>
<thead>
<tr>
<th>Outcome Measures Targets for 2014-15</th>
<th>African-American</th>
<th>Hispanic/Latino</th>
<th>Native Amer. or Alaskan Native</th>
<th>Pacific Islander</th>
<th>Multi-Racial Multi-Ethnic</th>
<th>Economically Disadvantaged</th>
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<tbody>
<tr>
<td><strong>Are students completing their courses of study and earning certificates and degrees?</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of students completing:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adult HS diplomas/GEDs</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Certificates/Oregon Transfer Modules</td>
<td>N/A</td>
<td>*</td>
<td>N/A</td>
<td>N/A</td>
<td>*</td>
<td>40</td>
</tr>
<tr>
<td>Associate degrees</td>
<td>0</td>
<td>*</td>
<td>0</td>
<td>0</td>
<td>*</td>
<td>22</td>
</tr>
<tr>
<td>Transfers to four-year institutions</td>
<td>0</td>
<td>*</td>
<td>0</td>
<td>0</td>
<td>*</td>
<td>20</td>
</tr>
<tr>
<td>Programs of study (under development)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Are students making progress at the college?</strong></td>
<td></td>
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<td></td>
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<tr>
<td>Number ( &amp;/or % where indicated) of students:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enrolled Dev. Ed. Writing who complete (%)</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>89</td>
</tr>
<tr>
<td>Enrolled in Dev. Ed. Math who complete (%)</td>
<td>N/A</td>
<td>50</td>
<td>50</td>
<td>N/A</td>
<td>65</td>
<td>65</td>
</tr>
<tr>
<td>Who earn 15/30 college credits in the year (#)</td>
<td>*</td>
<td>35</td>
<td>10</td>
<td>*</td>
<td>16</td>
<td>203/104</td>
</tr>
<tr>
<td>Who pass a national licensure exam (#/%)</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of students who:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are dual enrolled in Oregon high schools</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Are dual enrolled in OUS</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Who transfer to OUS</td>
<td>0</td>
<td>*</td>
<td>0</td>
<td>0</td>
<td>*</td>
<td>15</td>
</tr>
<tr>
<td>Employment (under development)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Local Priorities (Optional for each district)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number and/or percentage of students who:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Data suppressed
# Community College Compacts: Definitions

<table>
<thead>
<tr>
<th>Outcome Measures</th>
<th>Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Completion</strong></td>
<td></td>
</tr>
<tr>
<td>Adult HS diplomas/GEDs</td>
<td>The total number of adult high school diplomas as reported to OCCURS for each community college added to the total number of GEDs awarded at each of the GED testing centers associated with the specific community college as reported to TOPSPRO.</td>
</tr>
<tr>
<td>Certificates/Oregon Transfer Modules</td>
<td>The total number of certificates and modules reported to the Completions data collection in OCCURS for each community college including: 1. Oregon Transfer Module 2. CTE certificates requiring less than a year of course work to more than 2 years of course work 3. Certificates associated with apprenticeships 4. Career Pathway Certificates of Completion</td>
</tr>
<tr>
<td>Associate degrees</td>
<td>The total number of associate degrees reported to the Completions data collection in OCCURS for each community college including: 1. Associate of Arts Oregon Transfer 2. Associate of General Studies 3. Associate of Science 4. Career and Technical Education Associate of Science 5. Career and Technical Education Associate of Applied Science 6. Associate of Applied Science: Apprentice</td>
</tr>
<tr>
<td>Transfers to four-year institutions</td>
<td>The total number of students who took courses for credit during the 2011-12 academic year at the associated community college and then took at least 1 course for credit as an undergraduate at any 4-year institution in the 2012-13 academic year as determined by the National Student Clearing House Database and OUS data match.</td>
</tr>
<tr>
<td>Programs of study</td>
<td>(Under development; to include personal and professional development courses.)</td>
</tr>
<tr>
<td><strong>Progress</strong></td>
<td></td>
</tr>
<tr>
<td>Percentage of students enrolled Dev. Ed. Writing</td>
<td>The total number of developmental writing or math courses each student passed (a grade of C or better) divided by the total number of developmental writing or math courses each student took during the 2012-13 academic year as reported directly to OCCURS.</td>
</tr>
<tr>
<td>who complete and number enrolled in Dev. Ed. Math</td>
<td></td>
</tr>
<tr>
<td>Number of students who earn 15/30 college credits</td>
<td>The total number of students who reached the 15 or 30 college-level credit threshold during the academic year was determined by counting all credits earned by a student during the 2012-13 academic year.</td>
</tr>
<tr>
<td>in the year</td>
<td></td>
</tr>
<tr>
<td>Who pass a national licensure exam</td>
<td>The total number of students passing a licensure exam divided by the total number taking a national licensure exam for each community college, as reported in KPM #11: Licensing Certification Rates for the Department of Community Colleges and Workforce Development.</td>
</tr>
<tr>
<td>Connections</td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>----------------------------------------------------------------</td>
</tr>
<tr>
<td>Are dual enrolled in Oregon high schools</td>
<td>The total number of students enrolled in dual credit programs,</td>
</tr>
<tr>
<td></td>
<td>dual credit programs, two-plus-two programs, advanced placement</td>
</tr>
<tr>
<td></td>
<td>programs and International Baccalaureate programs during the</td>
</tr>
<tr>
<td></td>
<td>2012-13 academic year.</td>
</tr>
<tr>
<td>Are dual enrolled in OUS</td>
<td>The total number of students was determined as a count of</td>
</tr>
<tr>
<td></td>
<td>students reported by the associated community college in</td>
</tr>
<tr>
<td></td>
<td>OCCURS as being “Dual Enrolled”.</td>
</tr>
<tr>
<td>Who transfer to OUS</td>
<td>The total number of students who took courses during the 2011-12</td>
</tr>
<tr>
<td></td>
<td>academic year at the associated community college and then</td>
</tr>
<tr>
<td></td>
<td>took at least 1 course for credit as an undergraduate at an OUS</td>
</tr>
<tr>
<td></td>
<td>institution in the 2012-13 academic year. Calculations were</td>
</tr>
<tr>
<td></td>
<td>completed on match data with the Oregon University System’s</td>
</tr>
<tr>
<td></td>
<td>database.</td>
</tr>
<tr>
<td>Employment (under development)</td>
<td>(Not required in 2013-14, or 2014-15)</td>
</tr>
<tr>
<td>Local Priorities</td>
<td>To be determined by each district. For each such local priority,</td>
</tr>
<tr>
<td></td>
<td>provide a description that includes a research-based rationale</td>
</tr>
<tr>
<td></td>
<td>for its use and what is to be accomplished with the use of such</td>
</tr>
<tr>
<td></td>
<td>outcome measure.</td>
</tr>
<tr>
<td>Underrepresented student population</td>
<td>The aggregate number of students in the following groups</td>
</tr>
<tr>
<td></td>
<td>identified as disadvantaged students on page 1 of the compact</td>
</tr>
<tr>
<td></td>
<td>and disaggregated for each of these groups* for each of the</td>
</tr>
<tr>
<td></td>
<td>three years on page 1 of the compact:</td>
</tr>
<tr>
<td></td>
<td>1. African American students;</td>
</tr>
<tr>
<td></td>
<td>2. Hispanic/Latino students;</td>
</tr>
<tr>
<td></td>
<td>3. Native American or Alaska native students;</td>
</tr>
<tr>
<td></td>
<td>4. Pacific Islander students;</td>
</tr>
<tr>
<td></td>
<td>5. Multi-racial or multi-ethnic students; and,</td>
</tr>
<tr>
<td></td>
<td>6. Economically disadvantaged students based on receipt of</td>
</tr>
<tr>
<td></td>
<td>Pell Grant.</td>
</tr>
<tr>
<td></td>
<td>Racial and ethnicity sub-populations are determined by the</td>
</tr>
<tr>
<td></td>
<td>race or ethnicity submitted to the student file in OCCURS for</td>
</tr>
<tr>
<td></td>
<td>each community college. Pell recipient status is determined by</td>
</tr>
<tr>
<td></td>
<td>submissions by each community college to OCCURS. A student is</td>
</tr>
<tr>
<td></td>
<td>considered a Pell Grant recipient for the entire year if he/</td>
</tr>
<tr>
<td></td>
<td>she received a Pell Grant for at least one academic term during</td>
</tr>
<tr>
<td></td>
<td>the 2011-12 school year.</td>
</tr>
<tr>
<td></td>
<td>*In accordance with federal regulations, cell sizes fewer than</td>
</tr>
<tr>
<td></td>
<td>six are suppressed</td>
</tr>
</tbody>
</table>
Staffing

Full Time Equivalents (FTE)

A full time equivalent (FTE) is a unit that indicates the workload of an employed person (or student) in a way that makes workload comparable across various contexts.

For staff (non faculty) of the College, the FTE calculation is straightforward, there are 52 weeks in a year and a person working 40 hour weeks will have 2080 paid hours. When a department says it needs 2.75 FTE to operate, that department needs 5,720 hours (2.75*2080). The FTE of a staff person lends itself to easy comparisons with other industries, colleges and other benchmarks.

For faculty the FTE calculation is specific to Oregon Coast Community College and based on the Collective Bargaining Agreement (CBA) with AFT-Oregon Coast United Employees, Local 6020 AFT, AFL-CIO. Each community college in Oregon is unique with faculty employment and how they calculate FTE.

Full –time and three-quarter faculty are employed for one-hundred-and-eighty (180) days during fall, winter and spring terms each academic year per the Board-approved academic calendar. Part-time faculty appointments are term-by-term. Faculty members are defined as exempt professional employees.

Full-time Faculty Hours and Work Week: The work week for full-time faculty is thirty-five (35) hours, which is typically seven (7) hours per day for five (5) consecutive days per week. The thirty-five (35) hour work week includes a minimum of thirty (30) hours on campus. Five (5) hours will be posted office hours. The thirty-five (35) hour work week may be performed in four (4) days.

Three-quarter-time Faculty Hours and Work Week: The work week for three quarter-time faculty is twenty six and one-quarter (26.25) hours which is typically five and one-quarter (5.25) hours per day for five (5) consecutive days per week. Three and three-quarter (3.75) hours will be posted office hours. The twenty-six and one-quarter (26.25) hour work week may be performed in four (4) days.

Part-time Faculty Hours and Work Week: The work week for a part-time faculty is determined on the course assignments. For example, a lecture course that is three (3) credits is three (3) hours a week of student contact. A part-time faculty has no obligation for posted office or meeting hours.

A part-time faculty member who has been employed by the College for a total of nine (9) of the previous twelve (12) terms is eligible for Associate Part-Time Faculty status.
associate part-time status will be given priority over other part-time course assignments, provided sufficient courses for which they are qualified to teach are planned.

**Instructional Workload:** Each course type has varying demands and the workload units are spelled out in the CBA that will expire August 2018. To calculate instructional workload, the number of student contact hours per week are multiplied by the instructional load factor (see table below) indicated for the instructional type. For example, a lecture course with three (3) hours of student contact per week would credit the faculty for the full three (3) hours that week (3 student contact hours * 1.00 work load factor). If that three (3) hours of student contact per week was a combination course, the faculty member would be credited almost two and half (2.4) hours that week (3 student contact hours * 0.80 workload factor).

**Oregon Coast Community College’s Instructional Workload**

<table>
<thead>
<tr>
<th>Type of Instruction</th>
<th>Load Factor</th>
<th>Full-time Faculty Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture Courses</td>
<td>1.00</td>
<td>15.00</td>
</tr>
<tr>
<td>Combination Courses</td>
<td>0.80</td>
<td>18.00</td>
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<tr>
<td>Designated Writing Courses</td>
<td>1.25</td>
<td>15.00</td>
</tr>
<tr>
<td>Distance Education Course</td>
<td>1.25</td>
<td>15.00</td>
</tr>
<tr>
<td>Internships, Cooperative Work Experience,</td>
<td>0.10</td>
<td>N/A</td>
</tr>
<tr>
<td>Independent Study Courses</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Lecture courses are courses taught in a traditional lecture and discussion format. Combination courses are courses designated as some combination of lecture and laboratory or laboratory. Designated writing courses are lower divisional transfer courses with a “WR” alpha prefix that require additional hours of course related student conferences or tutoring over and above classroom instruction. Distance education courses are courses with a distance delivery format, i.e., online (web-based) courses or telecourses (video-based).

For a full-time and three quarter faculty one (1) FTE is equal to 1,260 hours (180 days * 7 hour [workload adjusted hour + office hours]).

For a part-time faculty one (1) FTE is equal to full-time faculty target (see table above). For example lecture courses one (1) FTE would equal 15.00 workload units. The FTE does not consider the office or meeting hours of the full-time faculty.

The faculty FTE should be used in the context of what staffing level changes are being proposed in the budget. The calculation of faculty FTE is not uniform among community colleges in Oregon.
### OCCC Proposed Staffing for 2014-2015

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>2012-13 ACTUAL FTE</th>
<th>2013-14 BUDGET FTE</th>
<th>2014-2015 BUDGET FTE</th>
<th>BUDGET CHANGE</th>
<th>NOTES:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Full-time faculty and 3/4 Faculty</strong></td>
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<tr>
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<td>0.75</td>
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<td>3.75</td>
<td>3.75</td>
<td>2.75</td>
<td>(1.00) reduction to part time.</td>
<td>Certified Medical Assistant program</td>
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<tr>
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<td>1.00</td>
<td></td>
<td>(1.00) Moved to Part-time</td>
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<td>1156 ENGLISH/WRITING/LITERATURE</td>
<td>1.00</td>
<td>1.00</td>
<td>1.00</td>
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<tr>
<td>1161 ABE/ASE</td>
<td>-</td>
<td>-</td>
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<td>-</td>
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<tr>
<td>1165 ESL</td>
<td>1.00</td>
<td>1.00</td>
<td>1.00</td>
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<td></td>
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|                             | 10.94 | 11.50 | 9.50 |

<table>
<thead>
<tr>
<th><strong>Part-time faculty (This represents 30 to 42 part-time faculty)</strong></th>
<th>2013-14 BUDGET FTE</th>
<th>2014-2015 BUDGET FTE</th>
<th>BUDGET CHANGE</th>
<th>NOTES:</th>
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<td>2.19</td>
<td>0.30 Certified Medical Assistant</td>
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<td>0.50</td>
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<td>0.66</td>
<td>-</td>
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<td>0.73 Moved to part time faculty</td>
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<td>0.10</td>
<td>0.10</td>
<td>-</td>
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|                             | 9.66 | 11.32 | 12.35 |
|----------------------------------|-------------------|--------------------|----------------------|--------------------------|---------------------------------------------------------------------|
| **Staff**                        |                   |                    |                      |                          |                                                                     |
| 1112 AQUARIUM SCIENCE            | 0.75              | 1.00               | 1.00                 | -                        |                                                                     |
| 1117 NURSING                     | 1.91              | 2.00               | 2.00                 | -                        |                                                                     |
| 1124 MATH                         | 0.45              | 0.67               | 0.67                 | -                        |                                                                     |
| 1161 ABE/ASE                      | 2.18              | 1.03               | 0.53                 | (0.50) Elimination of .5 Director |                                                                     |
| 1166 LITERACY / TUTORING         | 0.50              | 0.50               | 0.43                 | (0.07) Grant funded .43 FTE |                                                                     |
| 1171 SBDC                         | 2.82              | 3.00               | 2.75                 | (0.25) Services          | .25 FTE moved to 3200 Enrollment                                     |
| 2000 ACADEMIC ADMINISTRATION     | 2.31              | 2.50               | 2.50                 | -                        |                                                                     |
| 2200 LIBRARY                     | 2.00              | 1.75               | 1.75                 | -                        |                                                                     |
| 2700 ACADEMIC COMPUTING          | 0.50              | -                  | -                    | -                        |                                                                     |
| 3100 STUDENT SERVICES            | 1.00              | 1.00               | 1.00                 | -                        |                                                                     |
| 3200 ENROLLMENT SERVICES         | 2.97              | 3.88               | 4.06                 | 0.18                     | Reduced .5 FTE from North county, added .25 FTE from SBDC and       |
|                                 |                   |                    |                      |                          | added .43 for Tutor Coordinator                                       |
| 3400 ADVISING                    | 1.55              | 2.00               | 2.00                 | -                        |                                                                     |
| 3500 TESTING                     | 0.95              | 1.00               | 1.00                 | -                        |                                                                     |
| 5200 OFFICE OF THE PRESIDENT     | 1.50              | 1.50               | 1.50                 | -                        | .5 FTE contract service                                              |
| 5350 COLLEGE DEVELOPMENT         | 1.00              | 0.50               | 0.75                 | 0.25                     | One time funds used to increase .25 FTE.                             |
| 5400 FINANCE                     | 3.12              | 2.75               | 2.75                 | -                        |                                                                     |
| 5410 HUMAN RESOURCES             | 1.00              | 1.00               | 1.00                 | -                        |                                                                     |
| 5950 IT (COMPUTING) SERVICES     | 0.50              | 1.00               | 1.00                 | -                        |                                                                     |
| 6200 FACILITIES                  | 1.00              | 1.00               | 1.00                 | -                        |                                                                     |
| F3000 YOUR COLLEGE STORE         | 1.25              | 1.50               | 1.50                 | -                        | 1.25 FTE contracted services                                         |
| F3950 COMMUNITY EDUCATION        | 0.50              | -                  | -                    | -                        |                                                                     |
| **Total**                        | 29.75             | 29.58              | 29.19                |                          |                                                                     |

* FTE in each categories (Full-time faculty, Part-time faculty and Staff) mean different hours.
### GENERAL FUND DIVISION/DEPARTMENT SUMMARY

This category includes expenditures for all activities that are part of the College's primary mission, instruction, including expenditures for departmental administrators and their support.

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<td>12,744</td>
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<td>103</td>
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<td>414,575</td>
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<td>-</td>
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<td><strong>1,549,743</strong></td>
<td><strong>1,636,954</strong></td>
<td><strong>1,648,122</strong></td>
<td><strong>1,825,737</strong></td>
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### INSTRUCTION SUPPORT

This category includes funds expended to provide support services for the institution's primary mission of instruction. It includes expenditures for chief instructional officers and their support where their primary assignment is administration.

<table>
<thead>
<tr>
<th></th>
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Expenditures for loans, grants and trainee stipends to enrolled students.

Contingency budget account (not for expenditures) to provide for contingencies and unanticipated items, or hold funds for future distribution. Transfers are resources transferred to other funds.
Supplemental Schedules
### Acronyms

- **A** -
  - AAOT: Associate of Arts Oregon Transfer
  - AAS: Associate of Applied Science
  - ABE: Adult Basic Education
  - AFT: American Federation of Teachers
  - AQS: Aquarium Science
  - ASE: Adult Special Education
  - ASG: Associated Student Government
  - ASOT: Associate of Science Oregon Transfer
- **C** -
  - CCWD: Community Colleges and Workforce Development
  - CIS: Career Information Systems
  - CTE: Career and Technical Education
- **E** -
  - EMT: Emergency Medical Technician
  - ESD: Education Service District
  - ESOL: English Speakers of Other Languages
- **F** -
  - FICA: Federal Insurance Contributions Act
  - F/T: Full-time
  - FTE: Full Time Equivalency
- **G** -
  - GAAP: Generally Accepted Accounting Principles
  - GED: General Education Development
- **L** -
  - LCSD: Lincoln County School District
  - LDT: Lower Division Transfer
- **O** -
  - OCCC: Oregon Coast Community College
  - OPE: Other Payroll Expenses
  - ORS: Oregon Revised Statute
  - OSS: Outside Services
- **P** -
  - PERS: Public Employees Retirement System
- **S** -
  - SBDC: Small Business Development Center
- **U** -
  - UAL: Unfunded Actuarial Liability
- **Y** -
  - YCS: Your College Store
Glossary of Terms

**Ad Valorem Tax** - A property tax computed as a percentage of the value of taxable property.

**Adopted Budget** - The total spending level for the year, based on estimates, that has been set by the Board of Education.

**Appropriation** - Based on the adopted budget, an authorization from the Board of Education to make expenditures and incur obligations for specific purposes. The appropriation is limited to a single fiscal year.

**Board of Education** - Committee of seven elected, unpaid citizens whose primary authority is to establish policies governing the operation of the college and to adopt the college budget.

**Budget** - A plan of financial operation estimating expenditures for a given period of time and the proposed means of financing them.

**Capital Outlay** - Expenditures which result in the acquisition of or addition to fixed assets. The Board’s capital policy to record fixed assets is expenditures greater than $5,000 and life expectancy more than 2 years.

**Capital Projects Funds** - Funds used to account for major capital projects.

**Contingency** - Dollars set aside for an unforeseen event that necessitates unplanned spending.

**Enterprise Funds** - Funds operated within a governmental unit that are operated on a break-even or for profit basis. They are commonly referred to as “business-type” or proprietary funds.

**Expenditure** - An amount of money, cash or checks actually paid or obligated for payment due to the purchase of goods and services, the payment of salaries and benefits, and the payment of debt service.

**Fiscal Year** - A 12-month period to which the annual operating budget applies. For the Oregon Coast Community College, this time period is from July 1 through June 30.

**FTE** - The abbreviation for "full time equivalent". It can be used in relation to students or to employees. FTE also applies to a state reimbursable unit. It takes 510 student contact hours to generate one FTE.

**Fund** - An independent fiscal and accounting entity with its own self-balancing set of accounts.
General Fund - Used to account for all financial resources with the exception of those required to be accounted for in another fund.

Materials & Services - Includes the basic supplies used by a department in its daily operation, specialized contractual services that do not add to the value of an item; such as legal, accounting and insurance costs. Also includes rents and other operational costs.

Modified Accrual Basis - Basis of accounting under which revenues are recorded when they become measurable and available. Expenditures are recorded when the liability is incurred, except for interest on general long-term obligations, which is recorded when due.

Oregon Public Employees Retirement System (PERS) - Retirement system provide by the State of Oregon for all public employees.

Personnel Services - Salaries and wages for all faculty and staff. Also includes related employee benefits.

Proposed Budget - Financial and operating plan prepared by the Budget Officer, submitted to the public and Budget Committee for review.

Reserve Funds - Amounts set aside for use in future fiscal years. Amounts put into Reserve Funds can only be used for the purpose designated for those funds.

Resolution - An order of the Board of Education.

Resources - Estimated beginning fund balances on hand plus all anticipated revenues and transfers.

Requirement - A use of funds or expenditures.

Sale of Goods and Services - Revenue generated from the college’s enterprise and special revenue activities.

Supplemental Budget - Most often required when new appropriation authority is needed, a supplemental budget is usually associated with the expenditure of new appropriations and/or increased revenues.

Transfers - Authorized transfer of revenue between fund types.

Unappropriated - Dollars that cannot be spent in the current fiscal year, except in an emergency situation created by civil disturbance or natural disaster (ORS 294.455), but set aside for the subsequent fiscal year.
Budget Document Comments

Your opinion is important to us! Please take a few minutes to tell us what you think about our budget document. Your comments will be used to help improve this document.

1. Readability: Is the subject matter presented in an easy to read format and in terms that are understandable?

☐ Difficult
☐ Somewhat difficult
☐ Adequate
☐ Easy
☐ Very easy

2. Using a scale of Very Helpful (1), Helpful (2) and Not Helpful (3); please rate the following sections:

Overview: ________
Financial Structure: ________
Financial Summaries: ________
Capital & Debt: ________
Departmental Information: ________
Supplemental: ________

3. Content: What would you like to see added, expanded, reduced or removed?
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

4. Overall Impressions: How would you rate the entire document?

☐ Start over
☐ Minimal help
☐ OK
☐ Answered most questions
☐ Very helpful

5. May we contact you for additional information?  ☐ Yes  ☐ No
(if yes please leave contact info below)
__________________________________________________________________________________
__________________________________________________________________________________

6. General comments:
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

Please send this page to:  Oregon Coast Community College
ATTN: Finance Department
400 SE College Way
Newport, OR 97366
Or
gholmes@occc.cc.or.us