

Finance Committee Meeting

May 15, 2018

10:00 a.m.

President's Conference Room

Present: Dr. Richard Dawe, Tina Wheelis, Dennis Wiles, Ryan Howard, and Candace Killian

The meeting was called to order at 10:00 a.m.

Dennis Wiles made a motion to approve the minutes from the last meeting. Ryan Howard seconded the motion.

Tina gave a brief on the agenda before addressing each one individually.

- A. Fee Structure: Tina explained that the budget included a \$2 per credit hour to the Infrastructure Fee, as well as an increase of \$15 to the LPN Assessment Fee and \$20 increase to the RN Assessment Fee due to external fee increases. These are pass through fees that will not result in additional net revenue for the College
- B. New Fees:
 - a. Tina explained new fees in the aviation program in order to provide quality instruction for technical programs. The aviation program is expanding and costs associated with each hour of flight time included one-on-one instruction with a faculty member, fuel and maintenance costs associated with the upkeep of the aircraft. The following fees will be effective on July 1, 2018: Private Pilot Practicum I Fee of \$2,483, Private Pilot Practicum II Fee of \$4,957, Professional Pilot Practicum III Fee of \$17,880, Professional Pilot Practicum IV Fee of \$17,805.
 - b. Ozarka will also be offering a welding program beginning in fiscal year 2019. A new laboratory complete with equipment and consumable supplies will be required. Labs are planned to be furnished by K-12 partners and equipped largely by the state. The Welding Fee will be \$75 per course.
- C. Cost of Living Adjustment: Tina explained that the Administration recommends that a 2 percent cost of living adjustment be effective July 1, 2018 for all eligible faculty, staff, and administrative personnel. This has been authorized by the Department of Higher Education.
- D. Operating Reserve Requirement: Tina explained that the College maintains an operating reserve balance funded at 5 percent of the annual operating budget, as set each year by the Board. At the current rate, the operating reserve funding for the 2019 fiscal year is \$415, 042. The Administration recommends keeping the present rate of 5 percent for the upcoming year.

- E. Tina presented the 2018 – 2019 Operating Budget to the committee for their review. She noted that the unrestricted budget as presented was \$8,300,835.

With no further discussion from the committee, Dennis Wiles made a motion that the budget and discussion items be recommended for approval to the full board at the next board meeting. Ryan seconded the motion. The meeting was adjourned at 11:05.