

Notes of FY2015 Budget Meetings with Reps from PRC, FC and COC
BOR Conference Room
10/18/2013 10:00 a.m.

Attendances: President, Joseph M. Daisy
VPIA, Mariana Ben-Dereas
VPAS, Joseph Habuchmai
Acting VPSS, Joey Oducado,
Gardner Edgar, Planning & Resources Committee
Richard Womack, Finance Committee
Lucy Sahm, Council of Chairs
Staff: Francis Alex
Sinobu H. Lebehn

President briefed the group the status of the FY2015 development process:

FY2015 Budget will work with a revenue of \$10,859,450, (Revenue Scenario 4)

Original personnel item was about 8million or 80% of the total revenue

Personnel was reduced to 65% by not filling the unfilled positions.

Personnel is now adjusted back to a salary increment of 5%

Added in more fixed cost: HR Recruitment/Repatriation, Student Travel, Tutor Contract

When added other fixed costs like TCO, housing, Building insurances, annual fees, leases, summer contracts, and etc. what is left is not enough for other costs in Travel, Contractual, OCE, and fixed assets across the college

An additional 5% reduction from existing personnel is needed to boost revenue for operational costs

President: HR was tasked to provide a list of all current permanent employees with contract expiration dates. VPs will review the list and identify contracts that are about to expire and determine whether those positions are essential to be renewed. The 5% cut from personnel is to be achieved in dollar amount, not reducing positions. An additional cut 5% from personnel is needed to add in more revenue for the overall operations of the college. He further said that there will be other savings as people go into their budget and that we cannot slash supplies when some of our tuition and fees are for particular supplies and materials.

President asked the representatives of Council of Chairs Committee, Finance Committee, and Planning & Resources Committee to share this information to their committees to look at and consider before it is presented the budget to the board in December.

Topics discussed on cost savings:

- ✓ Program prioritization
- ✓ Merging with Pohnpei Campus and share resources
- ✓ Course scheduling
- ✓ Implementation of the online registration
- ✓ Writing Grants
- ✓ Maximize teaching credits to 15 credits for all faculty
- ✓ Program cost analysis

Adjourned at 11:15 a.m.

Prepared by: Sinobu H. Lebehn

Reviewed by: President Daisy and VPAS Habuchmai