



TO: Board of Trustees
FROM: Orinthia Montague, President
DATE: January 24, 2019
SUBJECT: President's Report to the Board

Collective Bargaining

As you are aware, all bargaining unit contracts are up for renewal at the end of this fiscal year (August 2019). Three of the four bargaining units (Professional Administrative Association (PAA), Faculty Association, Adjunct Faculty Association) have decided to enter negotiations through an Interest Based model. The Classified Service Employees Association (CSEA) have decided to use traditional bargaining.

Bargaining Teams will be comprised of representatives from each unit along with Board of Trustee members, and Legislators from each county. Training has already begun to ensure shared understanding of the process and goals.

Strategic Planning

The College has identified members of its Strategic Planning Steering Committee. The electronic survey instrument will be distributed next week to students, staff and external community members.

Childcare Center

The Childcare Center project has suffered a delay due to some paperwork and contracting issues. We received a (verbal) building permit on Friday. This allowed us to inform the electrical, mechanical, plumbing, and excavation contractors that they could resume on-site operations. With poor weather conditions not being of any help, the full complement of trades workers did get back to campus today (Wednesday). Now that they are working, the general contractor (Streeter) is developing an official updated schedule (for Friday's construction meeting). In discussions with the G.C., they believe that approximately 5 weeks were lost due to the shutdown. Our architect (C. Brenner), sees this estimate as being reasonable. She considers June 15th to be a fair updated completion date (we should have a chart on Friday). I will update you once a new timeline for completion has been determined.

Enrollment

As of yesterday morning, enrollment has reached 91.96% of our day zero FTE goal of 815. This number means that we are at 93.3% our projected budget. This equates to an approximate \$800K shortfall. Please see the attached enrolment budget update.



Miscellaneous

- 10/23 Attended Tompkins County Workforce Development Board Meeting
- 10/23 Attended TCAD Finance Committee Meeting
- 10/24 Dinner meeting with Ithaca College President
- 10/24 M&T Bank Great Chamber
- 10/25 Met with Bob Sprole and toured THERM
- 10/31 Attended SUNY President's Meeting in Albany
- 11/6 Attended Ithaca Rotary Election Day Pancake Breakfast
- 11/14 Attended AACC Global Commission Meeting
- 11/28 Attended Middles States Conference
- 12/6 Attended "Tasteful Sensations" event at Coltivare
- 12/7 Hosted December Graduate Ceremony
- 12/10 Attended Cortland BDC Meeting
- 12/11 Attended Workforce Development Meeting
- 1/3 Attended Regional Campuses Meeting @ Onondaga Community College
- 1/4 Signing Partnership Ceremony w/Cortland Guthrie Medical Center
- 1/11 Meeting with James Brown (United Way)
- 1/11 Downtown Programming meeting with Gary Ferguson
- 1/13 Meeting with SUNY Cortland on potential collaborations
- 1/16 Meeting with Baruch Whitehead and Janet Morgan re: Dorothy Cotton Legacy
- 1/16 Attended Athletics Department Fundraiser at Texas Roadhouse
- 1/19 Attended MLK program @ GIAC
- 1/22 Delivered 10 gallons of milk to Dryden Pantry (Milk Challenge)
- 1/23 Attended Athletics Department "Pack the House" event

To: Orinthia Montague
From: Blixxy Taetzsch
Date: January 24, 2019
Re: Enrollment and Budget Update

Spring Enrollment

I have prepared a budget to actual comparison of spring enrollment as of the first day of classes. At this point in time, we are at 93.3% of our revised budget goal. Year over year, FTE enrollment is down almost 14.8%, which is 5% under the revised budget. Enrollment for spring 2019 won't be final until 2/12/19, which is the semester census date.

Looking at the categories of enrollment, one of the most concerning areas appears to be retention. This was very noticeable in the variance from budget for continuing students in the fall semester with continuing full-time student enrollment at 88% of the enrollment budget, about 45 FTE's, or 98 students short. However, fall 2018 to spring 2019 retention appears to be a little better with continuing student enrollment for spring 2019 currently at 96% of goal.

Reinstate and transfer student enrollments are significantly below the revised budget for spring 2019, and have been difficult to predict due to their variability over the last few years. In total, full-time reinstated and transfer student enrollments are about 35 FTE's below budget, or 100 students short. New full-time student enrollment is at 75% of budgeted FTE's, which amounts to about 14 FTE's and 30 students shy of the budget goal.

Budget Update

Sue Dewey continues to work on projections for the 18-19 budget year, and will prepare a more complete update after the semester census date and enrollment for spring 2019 is final. However, current projections show an operating budget deficit of about \$800,000. This includes the impact of the loss of enrollment in the fall and the revised enrollment budget for spring, but does not yet factor in the impact of not meeting the revised spring 2019 enrollment budget. A summary of the annual FTE's budgeted in all categories of enrollment is included for your review. Additionally, we have factored into the projections for 18-19 anticipated savings in instructional costs due to the lowered enrollment, as well as any other areas of savings identified thus far by budget managers.

Although the audit is not yet finalized, the College has submitted its annual report to SUNY and the 17-18 fiscal year final numbers show us just about even with revenue and expenditures for the year. This is an improvement from previous projections. However, we did utilize \$246,503 of fund balance and \$161,714 of reserves as had been planned in the approved operating budget for 17-18. We have also begun work on the 19-20 budget and hope to distribute materials to budget managers in early February to begin work on budget preparation.

After census date, not only will we provide an update on the College operating budget, but also the FSA and Foundation.