

DELAWARE TECHNICAL COMMUNITY COLLEGE

BOARD OF TRUSTEES – FINANCE COMMITTEE

Monday, June 17, 2019

TERRY CAMPUS – CTC Building, Room 408

Attendees: Bobbi Barends, Mark Brainard, Mary Chen, Mark DeVore, Jeanne DiAmico, Daniel Ehmann, Robert Hagerty, Michael Hare, Kathy Janvier, Cornelia Johnson, Lolita Lopez, Gerard McNesby, Paul Morris, Melissa Rakes, Justina Sapna, Judi Sciple and Amy Tucci.

Ms. Lopez called the meeting to order at 3:00 p.m.

1) REQUEST FOR APPROVAL OF MINUTES

Ms. Lopez asked for a motion to approve the minutes from the April 9, 2019 Board Finance Committee meeting as submitted. Mr. Hare made a motion and Mr. Hagerty seconded the motion. The motion carried unanimously.

2) REVIEW OF FY20 TUITION POLICY & FY20 FINANCIAL PLAN

The committee discussed the Financial Plan that included an increase in tuition by 2.0% for the 2019-2020 academic year. No fee increases were recommended for the 2019-2020 academic year. The group discussed plans to address increasing the adjunct faculty rate over the next three years to better compete with area colleges. They also discussed that fees would be studied over the next two years to ensure that they are at suitable levels to provide appropriate technology and student services as designated. A motion was made by Mr. Hare and seconded by Mr. Hagerty to endorse an in-state tuition rate of \$152.50 per credit hour and an out-of-state rate of \$381.25 per credit hour and present these rates to the Board of Trustees. The motion carried unanimously.

3) REVIEW OF FY20 CAPITAL PLAN

Mr. McNesby shared that the College leadership would like to establish a process where the staff proposes a plan for Capital projects, has the proposed project listing vetted and approved by the Finance Committee which then moves the listing to the Board of Trustees for final approval. Mr. McNesby reviewed the FY20 Capital Plan as it related to the overall deferred maintenance project list and projected available funding. In light of the recent passing of SS 2 to SB 50 legislation, the College is developing capital plans through fiscal 2024 that assume the receipt of at least \$10 million annually to address deferred maintenance. A listing of deferred maintenance projects was shared and approval of the following projects totaling \$10,444.7 was requested:

- Partial completion of the Student Success Center in the East Building at George Campus;
- Renovations of the B Wing and completion of the Student Success Center at Stanton Campus;

- Design of the major renovations and Student Success Center in the Terry Building at Terry Campus;
- Partial replacement of the campus chiller system at Owens Campus; and
- Paving, sidewalk and minor capital improvements throughout the College.

Ms. Lopez called for a motion to approve the FY20 Capital Plan. A motion was made by Mr. Hare and seconded by Mr. Hagerty to support the plan and move it forward for Board of Trustees approval. The motion carried unanimously.

4) REVIEW OF FISCAL REPORTS

Mr. McNesby reviewed the fiscal reports for the eleven months ending 5/31/19 along with reports on Tuition & Fee financial activity and the 15% Test calculation for the first eleven months of Fiscal 2019 as follows:

- General Fund: Expended 92.8% of our \$83.75 m in General Fund support 92% through the fiscal year;
- Tuition Fund: Credit tuition revenues of \$40.1 m are up 12.1% due to timing of receipts. Expenses are down 2.1%;
- Carryover: The carryover figure is \$39.1 m, which is significantly more than the \$31.2 m projected for the fiscal year due to a combination of revenue tracking ahead of plan and the campuses continued focus on containing costs; and
- 15% Test: The current 36.5% collegewide 15% Test calculation is more than the projected 29.2% for the fiscal year. This figure is expected to decrease by June 30th.

5) OTHER BUSINESS

Mr. McNesby shared that the Student Excellence Earns Degree (SEED) legislation was expanded to allow SEED recipients earning their associate degrees to have their junior year paid for either in Delaware Tech's BSN program or one of the 38 programs included in the College's transfer agreements with the University of Delaware.

There being no further business to discuss, Ms. Lopez called for a motion to adjourn. A motion was made by Mr. Hare and seconded by Mr. Hagerty. The meeting adjourned at 3:45 p.m.

Respectfully submitted,

Amy Tucci

Assistant to the Vice President for Finance