



BUDGET DOCUMENT
FISCAL YEAR 2008-2009

Lane Community College
2008-2009 Budget Committee

Robert Ackerman

Pat Albright

Roger Hall

Paul Holman

Susie Johnston

Chris Matson

Tony McCown

Marston Morgan

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

Lane Community College

Oregon

For the Fiscal Year Beginning

July 1, 2007

Charles S. Cox

President

Jeffrey R. Egan

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Lane Community College, Oregon for its annual budget for the fiscal year beginning July 1, 2007. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFA to determine its eligibility for another award.

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GENERAL INFORMATION

General Information

About Lane Community College

Lane Community College is a comprehensive public community college, established in 1964 by a vote of district residents. The college offers a wide variety of instructional programs including transfer credit programs, professional technical degree and certificate programs, continuing education noncredit courses, programs in English as a Second Language and International ESL, GED programs, and customized training for local businesses. Classes are offered at many locations, and online classes and telecourses are also available.

During the 2006-07 academic year, 17,140 students enrolled in credit classes and 18,526 students enrolled in noncredit classes. Lane has the third largest enrollment of the 17 community colleges in Oregon.

The College District encompasses a 5,000 square mile area which includes most of Lane County from the Pacific Ocean to the Cascade Mountains, Monroe Elementary School District in Benton County, Harrisburg Elementary School District in Linn County, Harrisburg Union High School District in Linn County, and a small area south of Cottage Grove and Florence in Douglas County. The College District includes more than 336,000 residents.

Lane's 301-acre Main Campus is located in the beautiful south hills of Eugene, Oregon at 4000 East 30th Avenue. The college has a number of other locations including the Downtown Center in Eugene, Campus Centers in Cottage Grove and Florence, a Flight Technology Center at the Eugene Airport, Community Learning Centers at seven area high schools, and other outreach sites.

Lane is accredited by the Northwest Commission on Colleges and Universities. Specialized accreditation has been granted by the American Association of Medical Assistants, Oregon State Board of Nursing, American Dental Association, Federal Aviation Administration, and the American Culinary Federation.

Vision

Transforming lives through learning.

Mission

Lane is a learning-centered community college that provides affordable, quality, lifelong educational opportunities that include:

- Professional technical and lower division college transfer programs,
- Employee skill upgrading, business development and career enhancement,
- Foundational academic, language and life skills development,
- Lifelong personal development and enrichment, and
- Cultural and community services.

Core Values

Learning

- Work together to create a learning-centered environment
- Recognize and respect the unique needs and potential of each learner
- Foster a culture of achievement in a caring community

Diversity

- Welcome, value and promote diversity among staff, students and our community
- Cultivate a respectful, inclusive and accessible working and learning environment
- Work effectively in different cultural contexts to serve the educational and linguistic needs of a diverse community
- Develop capacity to understand issues of difference, power and privilege

Innovation

- Support creativity, experimentation, and institutional transformation
- Respond to environmental, technological and demographic changes
- Anticipate and respond to internal and external challenges in a timely manner
- Act courageously, deliberately and systematically in relation to change

Integrity

- Foster an environment of respect, fairness, honesty, and openness
- Promote responsible stewardship of resources and public trust

Collaboration and Partnership

- Promote meaningful participation in shared governance
- Encourage and expand partnerships with organizations and groups in our community

Accessibility

- Strategically grow learning opportunities
- Minimize financial, geographical, environmental, social, linguistic and cultural barriers to learning

Sustainability

- Integrate practices that support and improve the health of systems that sustain life
- Provide an interdisciplinary learning environment that builds understanding of sustainable ecological, social, and economic systems, concern for environmental justice, and the competence to act on such knowledge
- Equip and encourage all students and staff to participate actively in building a socially diverse, just, and sustainable society, while cultivating connections to local, regional, and global communities

Equal Opportunity Statement

Lane Community College is committed to providing a working and learning environment that is free from discrimination, harassment and retaliation. Lane Community College is committed to equal opportunity in education and employment, affirmative action, cultural diversity, and compliance with the Americans with Disabilities Act. The college prohibits discrimination in admissions, employment and access to college programs, activities and services on the basis of race, color, national origin, sex, marital status, familial relationship, sexual orientation, pregnancy, age, disability, religion, expunged juvenile record, or veteran status. This commitment is made by the college in accordance with federal, state and local laws and regulations.

Board of Education

Seven elected, unpaid Board members have primary authority to establish policies governing the operation of the college and to adopt its budget. Their charge is to encourage the development of programs and services that will best serve the needs of College District constituents.

Paul Holman, Associate Broker, Florence
appointed December 2002, elected May 2003, re-elected May 2005, term expires June 30, 2009
Zone 1-Western

Tony McCown, Urban Planner, Eugene
elected May 2007, term expires June 30, 2011
Zone 2-Northern

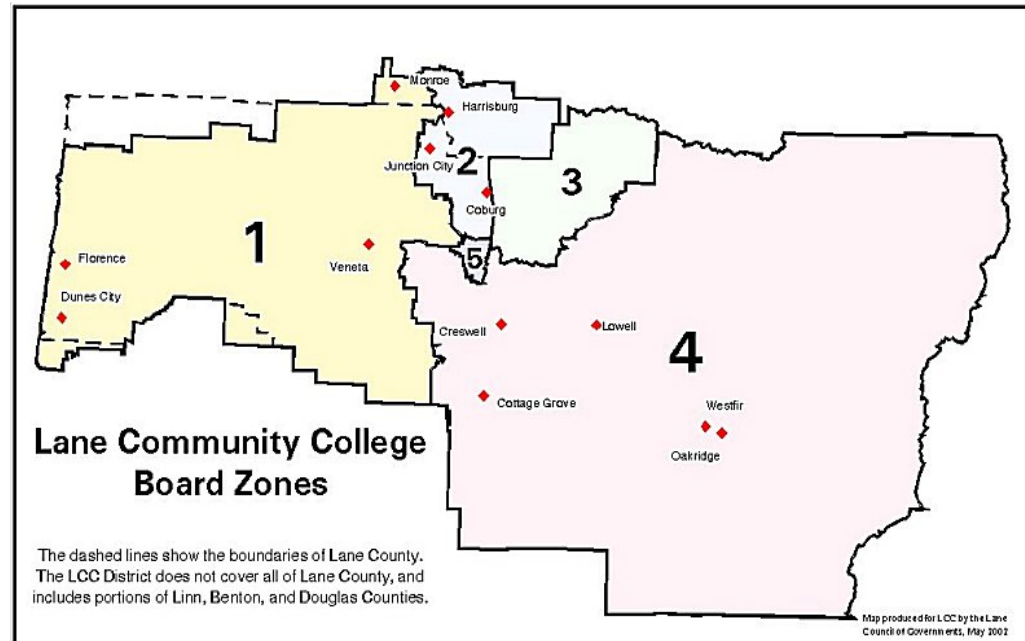
Pat Riggs-Henson, Employment Specialist, Springfield
elected May 2005, term expires June 30, 2009
Zone 3-Marcola and Springfield

Susie Johnston, Conference Planner, Pleasant Hill
elected May 2005, term expires June 30, 2009
Zone 4-Eastern

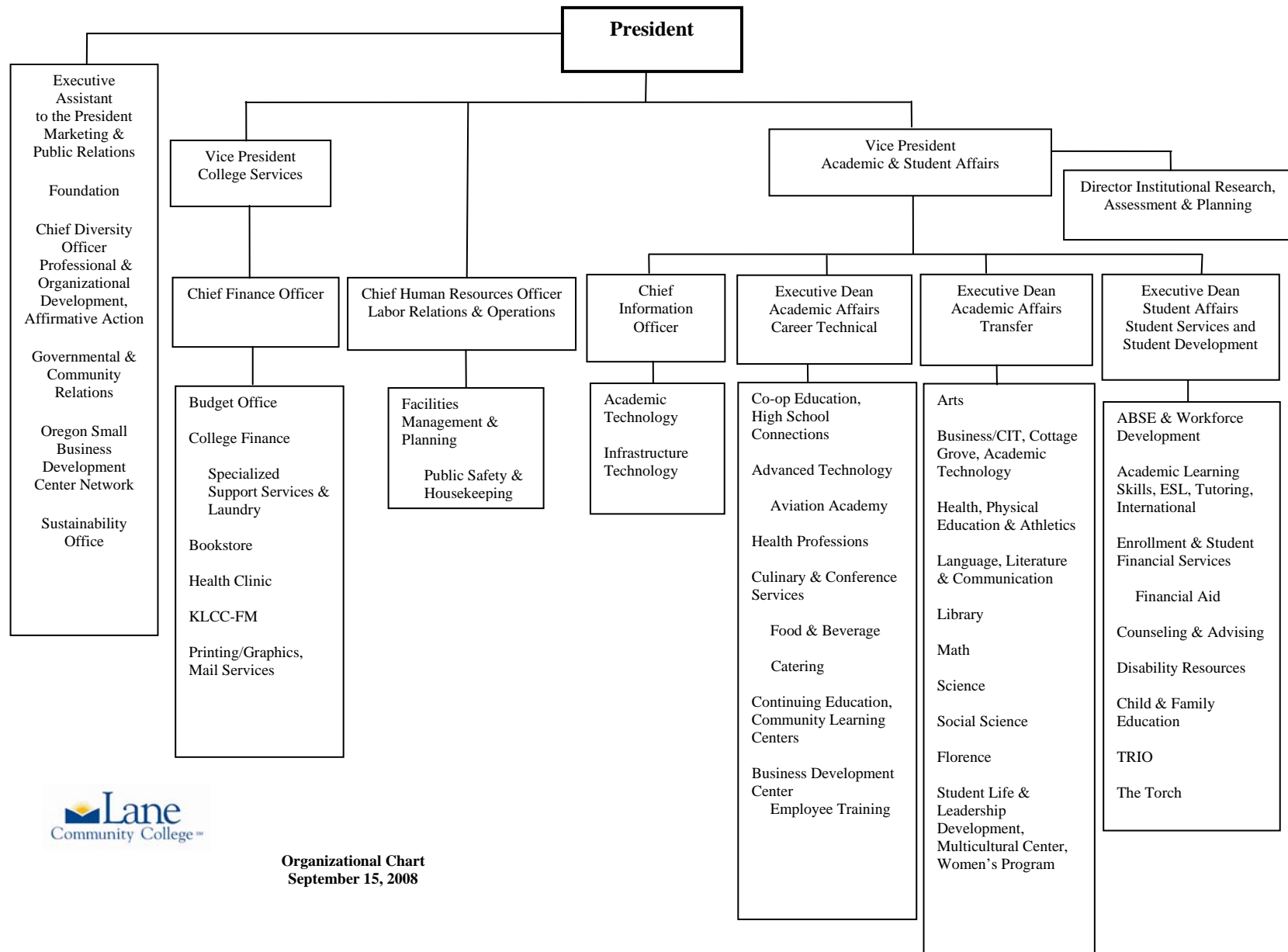
Pat Albright, retired Teacher, Eugene
appointed April 2007, elected May 2007, term expires June 30, 2011
Zone 5-Central Eugene

Roger C. Hall, Radiologist, Eugene
elected March 1991, re-elected March 1995, re-elected March 1999, re-elected May 2003, re-elected May 2007, term expires June 30, 2011
At-Large, Position 6

Robert Ackerman, Attorney, Eugene
elected May 2007, term expires June 30, 2011
At-Large, Position 7



Organization Chart



Organizational Chart
September 15, 2008

Organizational Units

Lane Community College is structured into the following organizational units:

Instruction

The Instructional unit's primary responsibility is to plan, schedule, and implement academic, continuing education and other instructional programs and services in accordance with the vision, mission, core values and strategic directions of the college. The college's Instructional Plan is the driving force behind all other organizational units planning and operations.

Instructional areas include: lower division transfer, professional technical, developmental education, non-credit courses and workforce development training.

Instructional Support

The Instructional Support unit is charged with providing specialized services that support and enhance instruction. Instructional Support areas include: distance learning, instructional technology, library, and faculty professional development.

Student Services

Student Services' purpose is to assist students in all phases of their educational experience. Student Services areas include counseling, disability services, enrollment, financial aid, and student life.

College Support Services

The College Support Services unit consists of the administrative activities of the college. College Support Services areas include the Board of Education, governance system and administration, human resources, marketing and public relations, college operations, finance, computer services, and public safety.

Plant Operations and Maintenance

Plant Operations and Maintenance ensures that the college provides a safe and comfortable environment in which to learn and work. Plant Operations and Maintenance areas include infrastructure, utilities, motor pool, sustainability, and facilities management and planning.

Budget Structure and Functions

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. As discussed in the Budget Message, 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, Lane 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 on 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.

Funds

Lane Community College's budget is segregated into the following funds, appropriated by the Board of Education. Each fund is independently budgeted, operated and accounted for. The college's primary budgeting and operational funds are the General Fund (I) and the Special Revenue Fund – Administratively Restricted (IX).

Fund I: General Fund

Includes activities directly associated with operations related to the college's basic educational objectives.

Fund II: Internal Service Fund

Includes functions that exist primarily to provide goods or services to other instructional or administrative units of the college.

Fund III: Debt Service Fund

Accounts for the accumulation of resources for, and the payment of, general long-term debt, principal and interest.

Fund IV: Capital Projects Fund

Used for the acquisition of land, new construction, major remodeling projects, and major equipment purchases.

Fund V: Financial Aid Fund

Used for the provision of grants, stipends, and other aid to enrolled students.

Fund VI: Enterprise Fund

Includes activities that furnish goods or services to students, staff, or the public, for which charges or fees are assessed that are directly related to the cost of the good or service provided.

Fund VIII: Special Revenue Fund

Accounts for revenue sources that are legally restricted to expenditures for specific purposes.

Fund IX: Special Revenue Fund– Administratively Restricted

Used to account for specific programs where monies are administratively restricted. Activities recorded in this fund generate revenue primarily through specifically assessed tuition and fees, or through other revenue-generating activities.

Note: Quasi-Endowment Fund X (prior years) merged with Special Revenue Fund IX– Administratively Restricted beginning fiscal year 2007-08 forward.

Revenue Sources

Intergovernmental

Also known as total public resources, intergovernmental resources include Lane's allocation of community college funding from the State of Oregon, resources from various unrestricted federal, state and local contracts, and local property tax revenue. State community college funding resources are determined by the state legislature's funding distribution formula and are calculated on a biennial basis. Federal, state, and local unrestricted resources are budgeted using statistical trend analysis. Property tax revenue is determined by annual property tax levy and is budgeted using estimates provided by the state and through statistical trend analysis.

Tuition

Credit tuition is generated by assessing students per-credit-hour rates, which are annually adjusted for inflation using the Higher Education Price Index (HEPI) per Board of Education policy D.110. Non-credit tuition is generated by charging varying rates per course, based on course costs and market forces. Tuition resources are budgeted based on enrollment projections developed by the college's Institutional Research and Planning department.

Instructional Fees

Instructional fees are generated by assessing students for course-related expenses such as art supplies. All instructional fees are administratively restricted resources that are tied specifically to instructional expenditures and are not available for general allocation. Departmental instructional fees are established based on estimated materials and services costs and are approved by the Board of Education. Instructional fees are budgeted based on enrollment projections that are developed by the college's Institutional Research and Planning department and historical trend analysis.

Interest Income

Interest income is derived from investment of operating capital in excess of daily requirements.

Fees (Non-Instructional)

Non-instructional fees are generated by assessing students for non-instructional expenses such as student body fees, transportation fees, and technology fees. Individual fee amounts are approved by the Board of Education and budgeted based on enrollment projections and historical trend analysis.

Sale of Goods and Services

Sales of Goods and Services are generated through the college's Enterprise and Special Revenue activities, including such units as the Bookstore, Food Services, Center for Meeting and Learning, Health Clinic, and Printing & Graphics. Sale of Goods and Services revenue is budgeted based on historical trends and factors in known variables.

Administrative Recovery

Administrative Recovery includes amounts received from college enterprise funds such as the Bookstore, Foodservices and Center for Meeting and Learning (CML), as well as from various federal, state and local grants and contracts as a contribution to the General Fund for administrative and overhead costs.

Other Resources

Include resources from various activities such as finance charges, insurance proceeds, sale of equipment, enforcement fees and other nominal, one-time miscellaneous amounts. Budgeting is based on historical trend analysis.

Expense Functions

Instruction

Expenditures for all activities that are part of the college's instructional programs, including expenditures for departmental administrators and their support.

Instructional Support

Expenditures for activities carried out primarily to provide support services that are an integral part of the college's instructional programs. This category includes the media and technology employed by these programs as well as the administrative support operations that function within the various instructional units, and the retention, preservation, and display of materials. It also includes expenditures for chief instructional officers and their support where their primary assignment is administration.

Student Services

Expenditures for admissions, registration, record keeping, and other activities which primary purpose is to contribute to students' well-being and to students' development outside the context of the formal instructional program.

Community Services

Expenditures for activities established primarily to provide non-instructional services to groups external to the college. One such activity involves making available to the public various resources and unique capabilities that exist within the college.

College Support Services

Expenditures for activities whose primary purpose is to provide operational support for the ongoing operation of the college, excluding physical plant operations. Expenses include, for example, executive management, fiscal operations, administrative and logistical services, and community relations.

Plant Operations and Maintenance

Expenditures for the operation and maintenance of the physical plant. It includes services related to campus grounds and facilities, utilities, and property insurance.

Plant Additions

Expenditures for land, land improvement, buildings, and major remodeling and renovation that is not a part of normal plant operation and maintenance.

Financial Aid

Expenditures for loans, grants and trainee stipends to enrolled students. Student fee remissions are also included in this expense function.

Contingency

A budget account (not for expenditures) to provide for contingencies and unanticipated items, or to hold funds for future distribution. This function may also be used to provide expenditure authority for obligations created but not expended in previous years.

Expenditure Categories

Personal Services

Personal Services expenditures include all full-time and part-time payroll plus other payroll expenses (OPE). Payroll is budgeted using actual position lists, factoring in performance and cost of living adjustments, and any anticipated contract changes to union wage schedules. OPE rates are budgeted using benefits cost projections, including amounts for various employment-related taxes, health and life insurance premiums, retirement fund contributions, employee wellness programs, and other direct employee benefits.

Materials & Services

Materials & Services expenditures include items such as office support supplies for instructional and operations departments, non-capitalized equipment, travel and maintenance. Materials & Services is budgeted using historical trend analysis.

Capital Outlay

Capital Outlay expenditures include all equipment purchases with a single item cost in excess of \$10,000 and with a useful life exceeding two years. Capital Outlay is budgeted and allocated according to the Capital Assets Replacement Forecast 7-Year Plan approved by the Board of Education beginning fiscal year 2003-04.

Transfers Out

Interfund transfers out include resource funding of specific amounts to another fund for an identified purpose. The majority of transfers out occur in the General Fund and include items such as transfers to the Financial Aid Fund to cover institutional scholarships and institutional match obligations, and transfers to the Capital Projects Fund for capital repairs and improvements, special projects, capital reserves and deferred maintenance.

Debt Service

Debt Service includes amounts transferred out to the Debt Service Fund to cover current payment of long-term debt obligations entered into by the college.

Contingency

Contingency is a budget account used to provide for unanticipated items, or to hold funds for future distribution. This category may also be used to provide expenditure authority for obligations created but not expended in previous years.

Budget Planning

As indicated in the budget planning diagram at right, budget planning at Lane Community College is an iterative and participative process that involves all campus constituencies.

College Council

As the college's main planning and policy body, the College Council takes a lead role in establishing the annual budget development framework.

Board of Education

The Board of Education is responsible for reviewing and approving the proposed budget development framework, advising the administration on proposed addition and reduction recommendations, and approving the final list of additions and reductions.

Administration and Executive Team

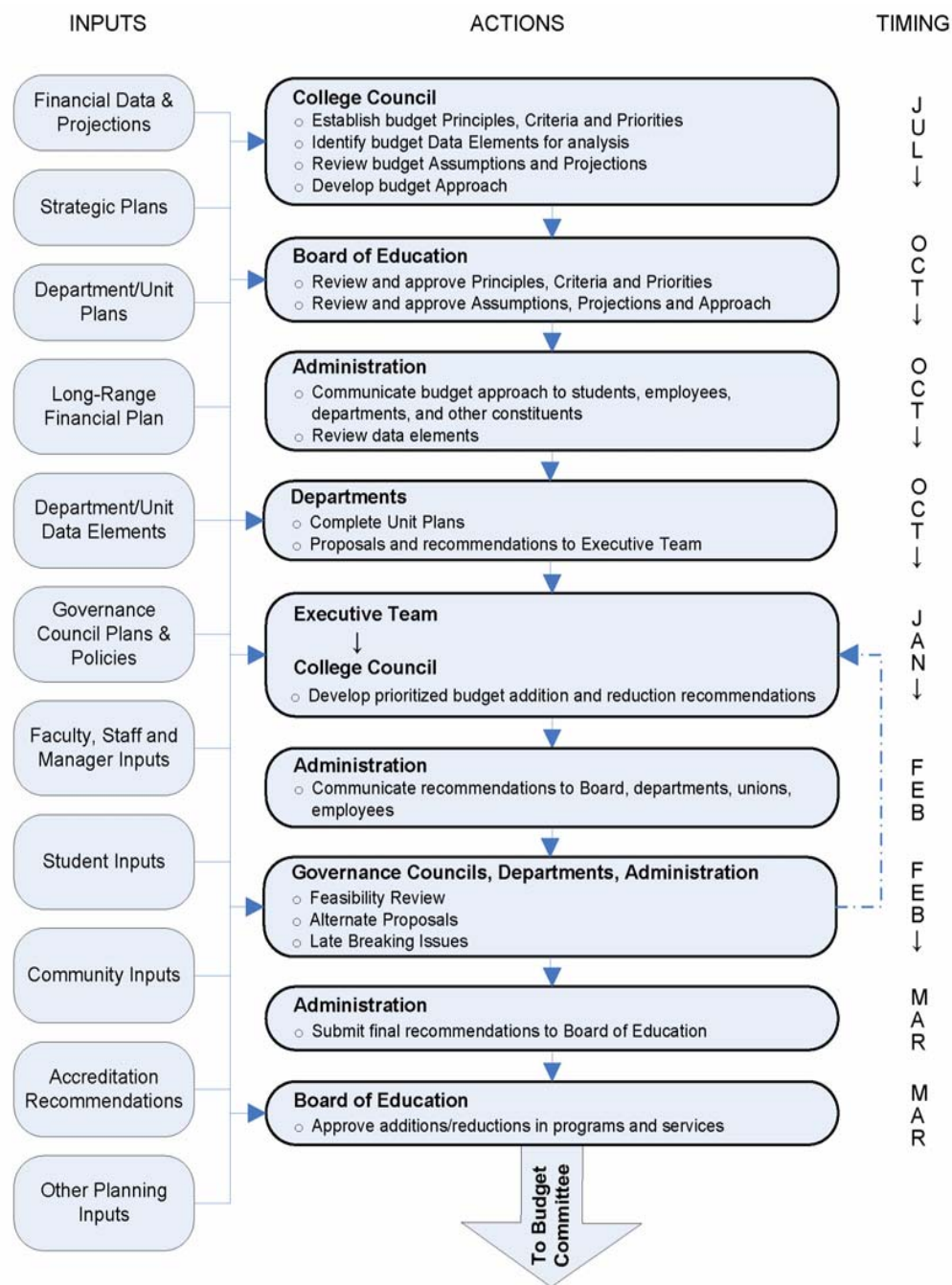
The administration and Executive Team are responsible for providing guidance to the work of the College Council, communicating budget information to campus constituencies, and reviewing and prioritizing addition and reduction recommendations.

Departments

College departments are responsible for providing detailed unit plans and budget data elements to the College Council and administration, providing proposals and assessing the feasibility of recommendations for additions and reductions.

Governance Councils

Governance Councils provide plans and policies that serve as a framework for budget proposal development.



Budget Development Process

In the budget development process outlined below, Lane Community College follows Oregon Local Budget Law*. In addition to providing a financial plan for fiscal year revenues and expenses, Lane'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 three years. Terms are staggered so that about one-third of the appointed terms end each year.

II. Appoint a Budget Officer

Lane's Budget Officer, the Chief Financial Officer, 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 (see page xi).
- F. Prepare Budget Message for the Budget Committee, public, employees and other stakeholders

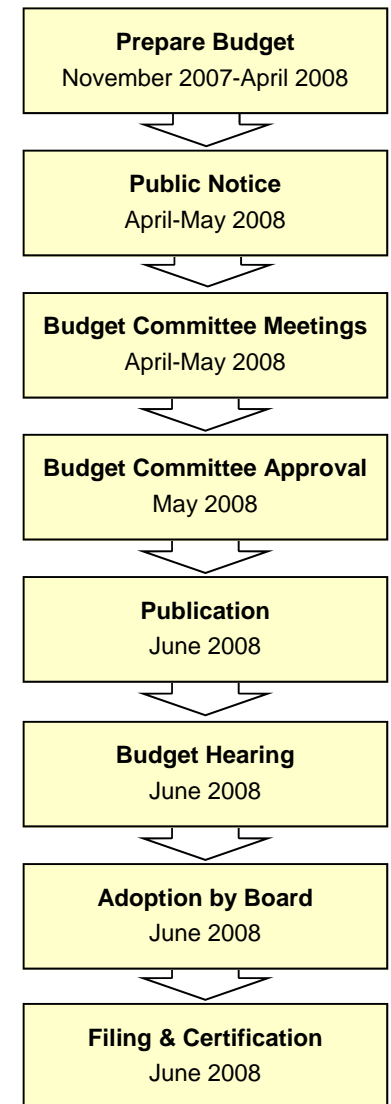
IV. Public Notice

Lane's Budget Officer publishes a public Notice of Budget Committee Meeting(s).

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.

2008-2009 Budget Calendar



* Oregon Revised Statutes (ORS) section 294: <http://www.leg.state.or.us/ors/294.html>

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.

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 Lane County Clerk. When levying a property tax, Lane'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 original adoption, require an increase of more than 10% of original adopted expenditures, an 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.



BUDGET MESSAGE

Budget Message

Strategic Directions through Fiscal Year 2008-2009

The proposed budget for fiscal year 2008-2009 was developed according to the approved Strategic Directions of the college. These Strategic Directions are as follows:

Transforming Students' Lives

- Foster the personal, professional, and intellectual growth of learners by providing exemplary and innovative teaching and learning experiences and student support services.
- Commit to a culture of assessment of programs, services and learning.
- Position Lane as a vital community partner by empowering a learning workforce in a changing economy.

Transforming the Learning Environment

- Create a diverse and inclusive learning college: develop institutional capacity to respond effectively and respectfully to students, staff, and community members of all cultures, languages, classes, races, genders, ethnic backgrounds, religions, sexual orientations, and abilities.
- Create, enhance, and maintain inviting and welcoming facilities that are safe, accessible, functional, well-equipped, aesthetically appealing and environmentally sound.

Transforming the College Organization

- Achieve and sustain fiscal stability.
- Build organizational capacity and systems to support student success and effective operations.
- Promote professional growth and provide increased development opportunities for staff both within and outside the college.

Issues and Strategies for Fiscal Year 2008-2009

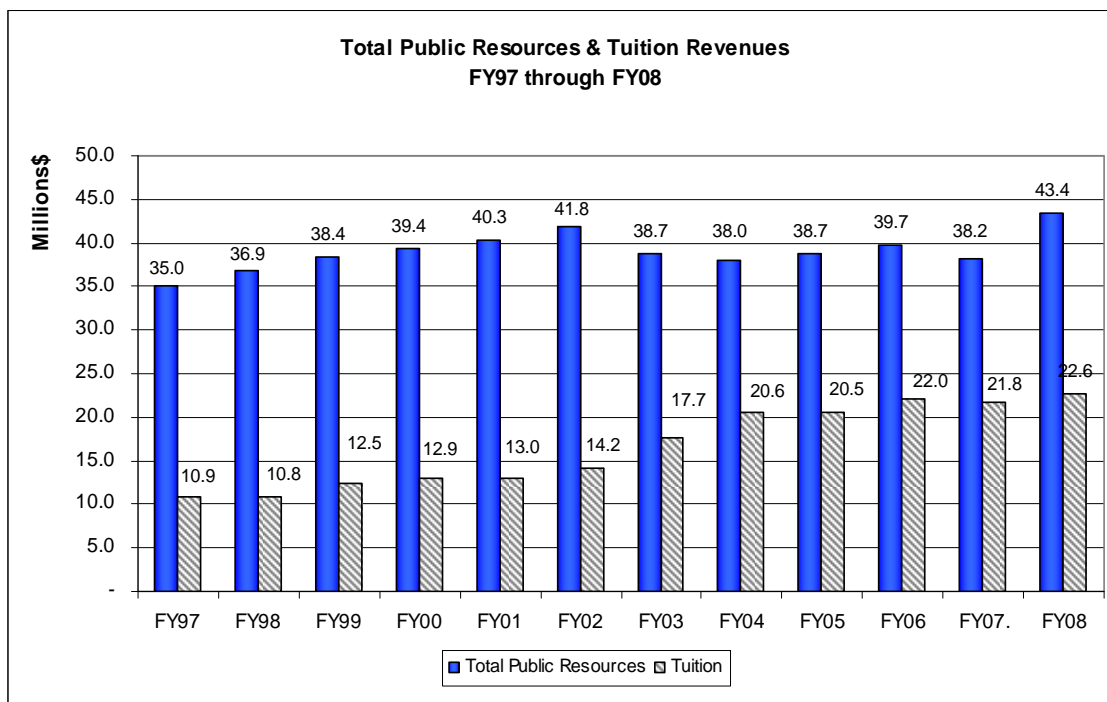
As fiscal year 2008-2009 is the second year of the current biennium the amount of public funding is known, but it falls significantly short of what is necessary to increase compensation levels for employees and purchasing power for operating requirements of Lane Community College. This situation is the result of declining state support as a proportion of total requirements since fiscal year 2000-2001 and modest enrollment growth since FTE losses from program reductions and tuition increases in fiscal years 2002 through 2004. We have based this budget proposal on the level of funding forecast in the state funding model. This model assumes that the college's share of total enrollment relative to other colleges will remain stable. During the past year we have upgraded our budget programming abilities by improving a five year budget model that forecasts our revenues and expenses with the latest information on projected revenues and expenses. This strengthens our ability to do "what if" analyses of various alternatives and provide impact information on changes in key variables such as the level of state appropriations. We have also invested in transparency of financial results to the college community by creating a "dashboard" that provides a quick summary of financial metrics from a database that is updated with the posting of each payroll, and expanded training and access to empower more users of financial information.

We believe these actions will aid understanding and management of college funds. We intend to better connect our long term analysis to long term planning and processes such as labor negotiations to better inform all stakeholders in the college's future.

The budget for fiscal year 2008-2009 will require reductions from normal levels of expenditure or limitations in compensation increases to ensure a balanced budget and to restore the ending fund balance. Restoration of the ending fund balance is critical to maintaining the college's bond rating and ability to issue capital improvement bonds in the future, as well as to ensure fiscal stability. Plans for fiscal year 2008-2009 include continued efforts to increase enrollment despite an overall reduction in the number of sections to be offered. Achieving enrollment growth under these circumstances will require increases in productivity and efficiencies. We must create student opportunity without adding to cost.

Lane Community College is the only school district in Oregon that has not set a limit on employer contributions to health care. The fiscal year 2008-2009 budget assumes that the college's responsibility for health care will continue at the current level of expense but the actual requirement is still in negotiation with bargaining units. Lane's investment in wellness and primary health care services to employees has had a positive impact on health insurance

- Fiscal Year 2008-2009
Budget Strategies:**
- 1) Targeted enrollment growth.
 - 2) Restore ending fund balance.
 - 3) Redesign of work processes, instruction, and improved technology systems to make instruction and support more efficient.
 - 4) Ensure transparency and accountability for fiscal results.



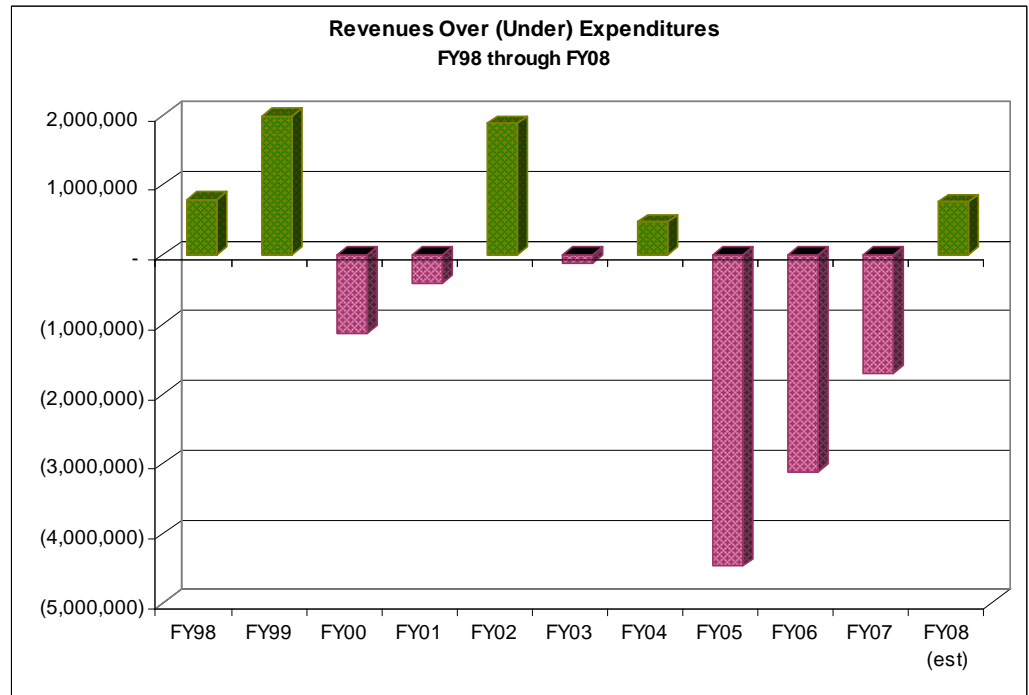
premiums in the past. However, costs for medical coverage continue to increase. The proposed budget includes continued funding for employee wellness and primary health care at the clinic which, in addition to lowering employee primary care costs, results in less time lost from work for primary care visits. The increasing cost of health care is a national problem not unique to Lane Community College but we must limit employer liability as have most other public employers as part of our strategy to achieve financial sustainability while assuring a competitive benefit package for employees. To put this particular problem in perspective, almost one of every two dollars in tuition will be required to cover the college's liability for health care.

Affordability and accessibility for students continue to be high priorities for the college. Upward pressure on tuition rates threatens not only affordability and accessibility but quality as well. The long-term disinvestment in Oregon public education continues to be a major concern for the future financial stability of the college. Purchasing power of public funds allocated is well below past funding levels.

General Fund Budget for Fiscal Year 2008-2009

Increases in personal services expenditures account for most of the deficits in the last three fiscal years. The college has intentionally tried to insulate employees from the decline in funding levels. We remain committed to providing competitive salary and benefits but revenue has not kept pace with increasing costs. This reality is reflected in our financial experience over the last several years. Hoping that the legislature will bridge the gap is not a viable long term strategy and we haven't reserves to wait longer. On the other hand, large tuition increases clearly reduce enrollment and public support tied to levels of enrollment. We cannot abandon our commitment to provide an affordable education for the community but we clearly cannot afford to operate at a loss with depleted reserves.

Our future budget planning must recognize the reality of a forced transition from public education to a combination of public and private funding sources. Our expenses in the future must be firmly linked to and limited by revenue. We must create a financially sustainable model to provide the reliable and comprehensive access to education our community needs. The guidance of the Board of Education and the Budget Committee will be essential as we work toward this mutual goal. The administration is recommending a budget package that balances the budget by decreasing major maintenance, decreasing materials and services, and holding vacancies open. In addition, we must either hold compensation at near current levels or make other reductions.



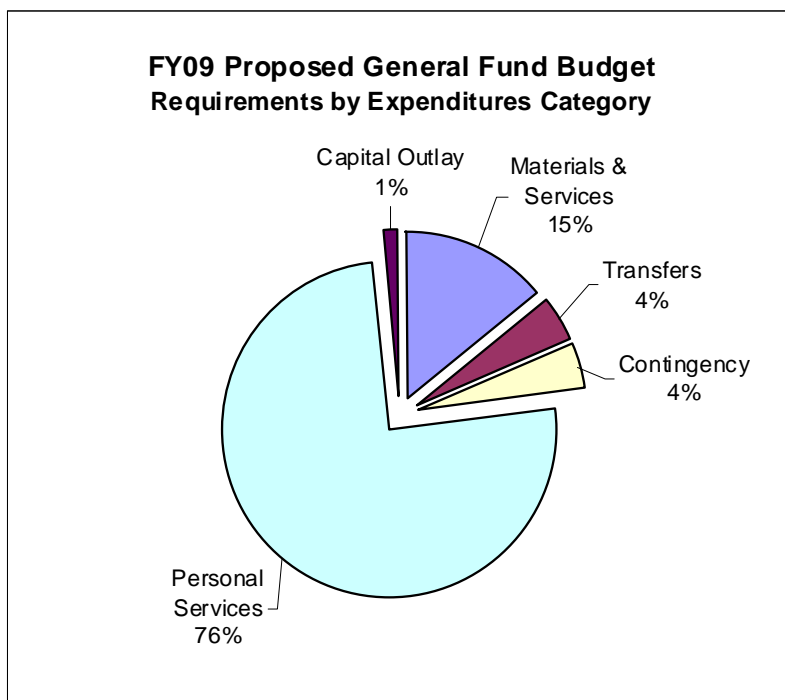
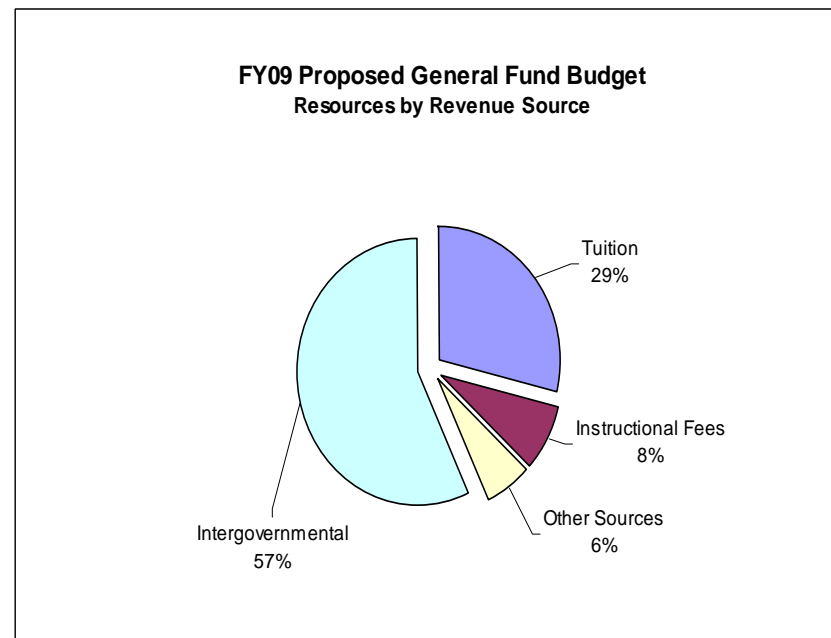
Resources

The proposed General Fund budget for fiscal year 2008-2009 is \$76 million, a 3.5% increase from the 2007-2008 adopted budget. Revenues from total public resources for fiscal year 2008-2009 include an estimated \$30,831,000 from the state Community College Support Fund (CCSF) and \$14,871,000 in property taxes for a total of \$45,702,000. This represents an increase of \$1.9 million from the current fiscal year. The CCSF allocates more funds in the second year of each biennium to cover increases in operating costs. The increase also reflects enrollment gains of last year and anticipates that our share of total state enrollment will not decrease during the next year. Because the funding distribution formula includes 100% of Lane's property taxes, State and property tax revenues must be considered together in budget development. Property taxes and State revenues are combined in the "Intergovernmental Resources" line.

The 2008-2009 Budget includes a \$2.50 per credit (or 3.4%) inflationary adjustment in tuition as previously approved by the Board of Education according to Board Policy D.110 (Tuition). Differential pricing was introduced in fiscal year 2003-2004 when the college began charging higher fees tied to class clock hours for certain Career/Technical programs. The proposed budget extends differential pricing into fiscal year 2008-2009 for selected Career/Technical programs and health disciplines. Final enrollment data are not yet available for fiscal year 2007-2008 but enrollment through winter term indicates total reported student FTE for the college will be down approximately 2% compared to fiscal year 2006-2007. Early FTE projections for 2008-2009 show no significant increase compared to the current year.

Expenditures

The General Fund personal services budget has increased by \$3 million or 5% from fiscal year 2007-2008. Personal services accounts for approximately 76% of the budgeted expenditures in 2008-2009. In addition, the materials and services budget has increased by \$837 thousand and capital outlay has increased by \$355 thousand. Transfers out to other funds increased by \$600 thousand.



Other personal expense (OPE) rates are budgeted in fiscal year 2008-2009 at 51.3% for full-time and 34.2% for part-time employees. These rates are consistent with historical trends. In addition, adjustments – both increases and decreases – have been made for expenditures that are primarily beyond the control of the college. These “mandatory adjustments” include such items as facilities leases, utilities, property/liability insurance premiums, maintenance contracts, and essential professional services.

Special Revenue- Administratively Restricted Fund (Fund IX)

The proposed budget for Special Revenue Administratively Restricted Fund IX increased by \$350 thousand from fiscal year 2007-2008. Budget projections that drive budget development combine the General Fund and Fund IX.

Additional Important Information

Because budget laws require total resources and expenditures to balance, the budget document includes budget expenditure authority for all reasonably anticipated resources in fiscal year 2008-2009. Some revenues and expenditures have been re-categorized within funds for this fiscal year. These changes are not specifically noted in the Budget Document.

This Budget Document is consistent with the budget laws of the State of Oregon and other applicable policies. The budget is prepared on a modified accrual basis of accounting (revenues reported when earned; expenditures reported when the liability is incurred; taxes accounted for on a cash basis). The result is that carryovers of financial obligations from year-to-year are precluded and projections of anticipated revenue are not inflated.

The format and summarization are consistent with the Oregon Accounting Guidelines for Community Colleges. This budget expresses the basic and essential fiscal requirements of Lane Community College as set forth by the Board of Education. The 2008-2009 Budget Document is submitted herewith for your consideration and action. The staff and I are ready to assist you in the important task of reviewing this document.

Respectfully,



Gregory L. Morgan
Budget Officer/ Chief Finance Officer

TOTAL BUDGET: ALL FUNDS

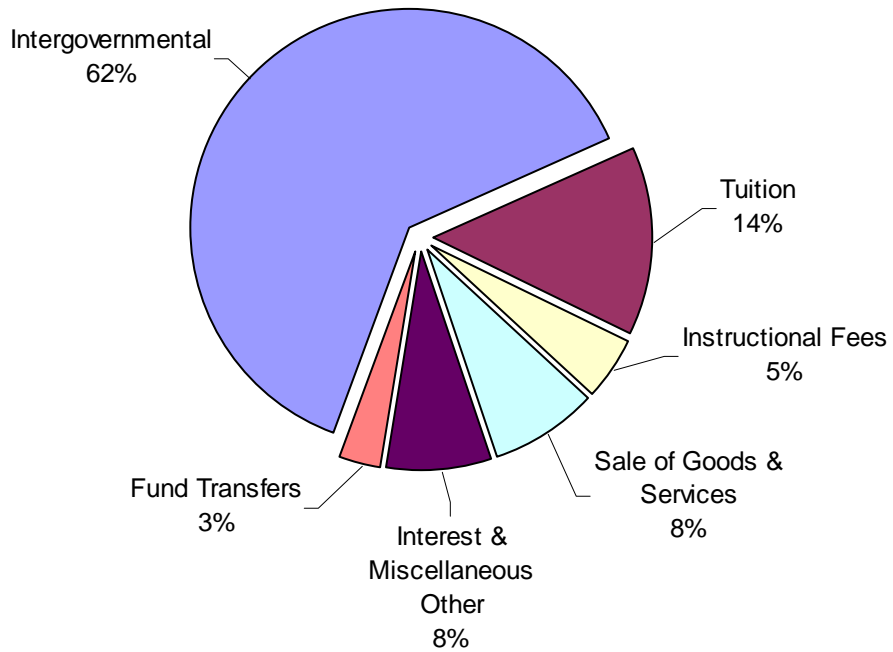
General Fund (I)	\$76,071,000
Internal Services Fund (II)	1,892,000
Debt Service Fund (III)	10,404,000
Capital Projects Fund (IV)	3,259,000
Financial Aid Fund (V)	46,532,000
Enterprise Fund (VI)	11,128,000
Special Revenue Fund (VIII)	12,091,000
<u>Special Revenue: Admin Restricted (IX)</u>	<u>9,824,000</u>
Total All Funds	\$ 171,201,000



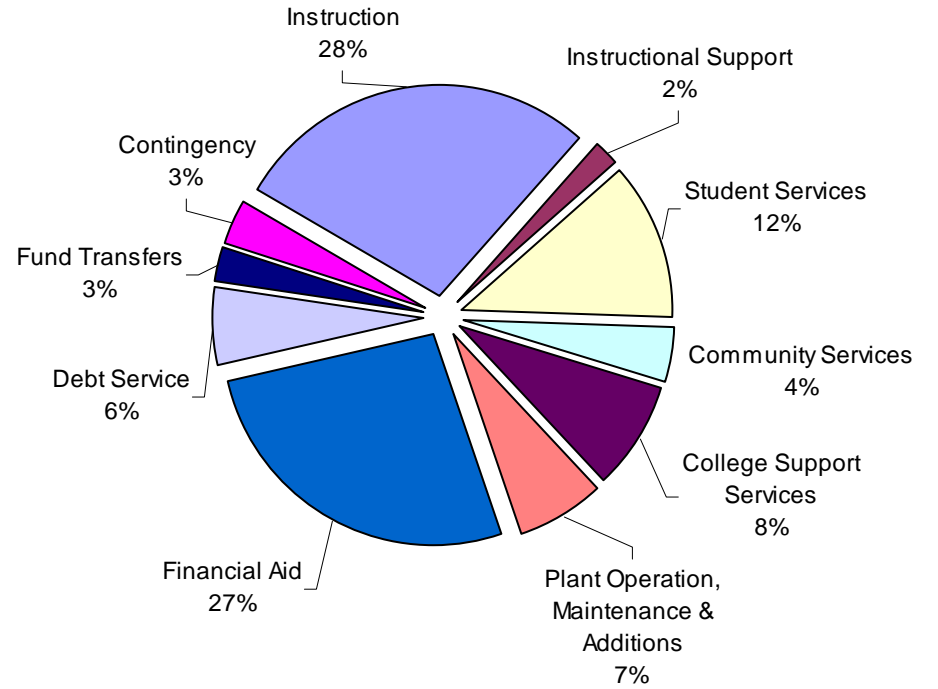
BUDGET SCHEDULES

SUMMARY - ALL FUNDS						
	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
General Fund I	\$ 76,071,438	\$ 76,071,438	\$ 76,071,438	\$ 73,401,256	\$ 67,878,654	\$ 71,736,976
Internal Service Fund II	1,891,861	1,891,860	1,891,860	2,186,267	1,530,384	1,595,929
Debt Service Fund III	10,404,270	10,404,270	10,404,270	9,591,908	8,601,301	8,275,215
Capital Projects Fund IV	6,183,760	3,258,760	3,258,760	3,137,545	3,573,721	4,504,590
Financial Aid Fund V	46,531,514	46,531,514	46,531,514	46,541,113	36,513,207	36,475,022
Enterprise Fund VI	11,128,485	11,128,484	11,128,484	10,007,768	8,067,449	8,641,571
Special Revenue Fund VIII	12,091,000	12,091,000	12,091,000	12,095,750	8,404,847	7,750,993
Special Revenue-Admin. Restricted Fund IX	9,824,165	9,824,165	9,824,165	14,640,388	7,892,935	9,001,253
Total	\$ 174,126,492	\$ 171,201,492	\$ 171,201,492	\$ 171,601,995	\$ 142,462,498	\$ 147,981,549

CONSOLIDATED RESOURCES
Fiscal Year 2008-2009
All Funds



CONSOLIDATED REQUIREMENTS
Fiscal Year 2008-2009
All Funds



CONSOLIDATED RESOURCES & REQUIREMENTS - ALL FUNDS

	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
SUMMARY OF ALL FUNDS						
Current Operating Resources						
Intergovernmental	\$ 106,719,227	\$ 106,719,227	\$ 106,719,227	\$ 102,484,881	\$ 85,236,850	\$ 85,651,359
Tuition & Fees:						
Tuition	23,730,994	23,730,994	23,730,994	23,911,363	21,244,375	20,894,843
Instructional & Student Fees	7,886,818	7,886,818	7,886,818	7,475,368	6,995,720	6,779,866
Other Sources:						
Sale of Goods & Services	13,392,640	13,346,000	13,346,000	12,478,900	11,124,463	10,467,202
Interest Income	602,750	602,750	602,750	598,250	745,355	863,950
Rents, Contracts, Gifts, Donations, Bad Debt Recovery	12,938,180	10,013,180	10,013,180	11,491,630	9,813,070	11,785,446
Fund Transfers	4,979,884	5,026,524	5,026,524	4,336,252	4,479,748	4,948,107
Contingency	-	-	-	-	-	-
Total Current Operating Resources	\$ 170,250,493	\$ 167,325,493	\$ 167,325,493	\$ 162,776,644	\$ 139,639,581	\$ 141,390,773
Current Requirements						
By Function:						
Instruction	\$ 49,257,525	\$ 50,345,112	\$ 50,345,112	\$ 47,453,286	\$ 44,275,395	\$ 45,610,005
Instructional Support	3,678,873	3,519,948	3,519,948	3,833,078	3,507,896	3,807,031
Student Services	20,918,529	21,290,902	21,290,902	19,419,232	17,450,113	18,747,899
Community Services	7,017,364	6,970,723	6,970,723	7,937,724	5,868,091	6,280,590
College Support Services	14,613,051	15,297,926	15,297,926	18,574,987	13,431,726	14,021,260
Plant Operation & Maintenance	7,428,010	7,444,908	7,444,908	6,825,832	6,099,096	8,049,854
Plant Additions	4,168,760	1,243,760	1,243,760	1,452,545	2,399,712	2,086,656
Financial Aid	46,411,514	46,411,514	46,411,514	46,541,113	36,349,420	36,154,955
Debt Service	10,404,270	10,404,270	10,404,270	9,591,908	8,601,301	8,275,215
Fund Transfers	4,979,885	4,807,077	4,807,077	4,336,252	4,479,748	4,948,107
Contingency	5,248,710	3,465,350	3,465,350	5,636,039	-	-
Total Current Operating Requirements	\$ 174,126,492	\$ 171,201,492	\$ 171,201,492	\$ 171,601,996	\$ 142,462,498	\$ 147,981,572
Excess (deficit) Current Resources						
Current Requirements	\$ (3,876,000)	\$ (3,876,000)	\$ (3,876,000)	\$ (8,825,352)	\$ (2,822,917)	\$ (6,590,799)
Beginning Fund Balance	3,876,000	3,876,000	3,876,000	8,825,350	10,413,147	17,003,923
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 7,590,230	\$ 10,413,124

SCHEDULE OF INTERFUND TRANSFERS

	<u>Revenues</u>	<u>Expenditures</u>	<u>Remarks</u>
GENERAL FUND I			
Transfer to Internal Service Fund II	\$	\$ 384,361	Employee Wellness 138,339; Printing & Graphics 25,000; Telecommunications 219,451
Transfer to Debt Service Fund III		302,770	Full faith & credit debt obligation - annual payment - misc.
Transfer to Capital Projects Fund IV		1,485,000	Major maintenance 1,110,000; Capital repair & improvement 385,000
Transfer to Financial Aid Fund V		599,514	Learn & Earn 120,000; Student grants 160,025; Federal Match 319,489
Transfer to Enterprise Fund VI		299,845	Bookstore Interfund Loan 141,427; Laundry 158,418
Transfer to Special Revenue-G/C Fund VIII		-	Student grants
Transfer to Special Revenue-Admin. Rest. IX		1,521,925	Athletics 195,261; KLCC 197,564; Specialized Support Services 110,320; Staff Health Clinic 233,670; Student Health 272,030; Torch 75,464
Transfer from Internal Service Fund II	3,500		Transfer authority contingency
Transfer from Enterprise Fund VI	139,610		Foodservices
Transfer from Special Revenue-G/C Fund VIII	4,000		Transfer authority contingency
Transfer from Special Revenue-Admin Fund IX	3,600		ASLCC cultural programs
TOTAL	<u>\$ 150,710</u>	<u>\$ 4,593,415</u>	
INTERNAL SERVICE FUND II			
Transfer to General Fund I	\$	\$ 3,500	Transfer authority contingency
Transfer to Special Revenue-Admin. Rest. IX		1,000	Transfer authority contingency
Transfer from General Fund I	384,361		Employee Wellness 138,339; Printing & Graphics 25,000; Telecommunications 219,451
TOTAL	<u>\$ 384,361</u>	<u>\$ 4,500</u>	
DEBT SERVICE FUND III			
Transfer from General Fund I	\$ 302,770	\$	Full faith & credit debt obligation - annual payment - misc.
Transfer from Capital Projects Fund IV	-		
TOTAL	<u>\$ 302,770</u>	<u>\$ -</u>	

- continued -

SCHEDULE OF INTERFUND TRANSFERS

	<u>Revenues</u>	<u>Expenditures</u>	<u>Remarks</u>
CAPITAL PROJECTS FUND IV			
Transfer from General Fund I	\$ 1,485,000	\$	Major maintenance 1,110,000; Capital repair & improvement 385,000
Transfer from Enterprise Fund VI	-		
Transfer from Special Revenue-Admin. Rest. IX	218,760		Transportation/parking 150,000; Longhouse 68,760
TOTAL	<u>\$ 1,703,760</u>	<u>\$ -</u>	
FINANCIAL AID FUND V			
Transfer from General Fund I	\$ 599,514	\$	Learn & Earn 120,000; Student grants 160,025; Federal Match 319,492
Transfer from Special Revenue-Admin. Rest. Fund IX	15,000		Student grants
TOTAL	<u>\$ 614,514</u>	<u>\$ -</u>	
ENTERPRISE FUND VI			
Transfer to General Fund I	\$	\$ 139,610	Foodservices
Transfer to Special Revenue-Admin. Rest. IX		1,000	Foodservices
Transfer from General Fund I	299,845		Bookstore Interfund Loan 141,427; Laundry 158,418
Transfer from Special Revenue-Admin. Rest. IX	-		
TOTAL	<u>\$ 299,845</u>	<u>\$ 140,610</u>	
SPECIAL REVENUE-G/C FUND VIII			
Transfer to General Fund I	\$	\$ 4,000	Transfer authority contingency
TOTAL	<u>\$ -</u>	<u>\$ 4,000</u>	
SPECIAL REVENUE-ADMIN. REST. FUND IX			
Transfer to General Fund I	\$	\$ 3,600	ASLCC cultural programs
Transfer to Capital Projects Fund IV		218,760	Transportation/parking 150,000; Longhouse 68,760
Transfer to Financial Aid Fund V		15,000	Student grants
Transfer to Enterprise Fund VI		-	Bookstore
Transfer from General Fund I	1,521,925		Athletics 195,261; KLCC 197,564; Specialized Support Services 110,320; Staff Health Clinic 233,670; Student Health 272,030; Torch 75,464
Transfer from Internal Service Fund II	1,000		Transfer authority contingency
Transfer from Enterprise Fund VI	1,000		Foodservices
TOTAL	<u>\$ 1,523,925</u>	<u>\$ 237,360</u>	
TOTAL TRANSFERS - ALL FUNDS	<u><u>\$ 4,979,885</u></u>	<u><u>\$ 4,979,885</u></u>	

ENDING FUND BALANCE SCHEDULE

Policy E.020 Unappropriated

Ending Fund Balance Calculation

	<u>GF Total</u>	<u>F-IX Restricted</u>	<u>Total GF/F-IX</u>
FY07 Budgeted Expenditures	\$ 68,000,000	\$ 11,000,000	\$ 79,000,000
UEFB as % of Total Expenditures	3%		
FY07 Budgeted Unappropriated Ending Fund Balance	\$ 2,400,000		

Policy E.030 Ending Fund Balance

				<u>Percent of FY07 Budgeted Expenditures</u>
Ending Fund Balance Target per Policy			\$ 3,950,000	5.0% (Total required)
Ending Fund Balance per FY07 Audit Report	\$ (2,816,297)	\$ 4,216,857	1,400,000	1.8% (Falls below 4%, requiring adoption of 2 year replenishment plan)
Amount necessary to replenish			<u>\$ 2,550,000</u>	3.2%

Plan to replenish within two years:

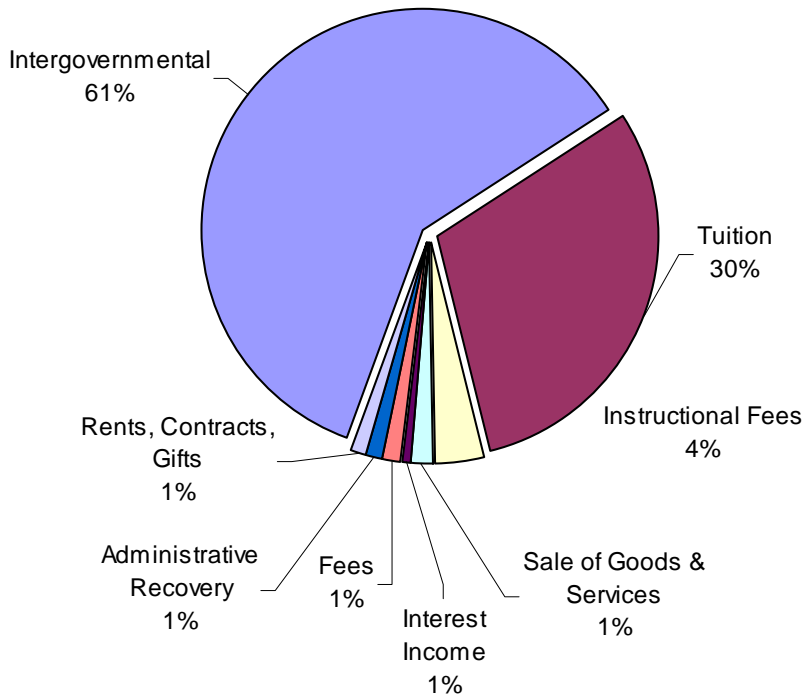
To be replenished by 6-30-08	\$ 1,212,773	Savings through mandatory expenditure reduction, hiring freeze
To be replenished by 6-30-09	500,000	Savings through management structure revision, including delay hiring several key positions for one year
	350,000	Savings through one-year reduction in capital improvement allocation from \$605,000 to \$255,000.
	487,227	Savings from one-year delay in filling vacant contracted faculty positions, instead utilizing adjunct faculty
Total replenishment by 6-30-09	<u>\$ 2,550,000</u>	

In previous years the college has budgeted a 3% unappropriated ending fund balance (UEFB). Effective FY 2008-09, upon recommendation from the president, the Board of Education directed that the UEFB not be budgeted while the college is actively involved in an ending fund balance replenishment plan. The Board's reasoning was that since the UEFB amount was included in the replenishment calculation, budgeting the UEFB would unnecessarily consider resources already committed. The Board does not consider this to be a violation of Financial Policy E.020 Unappropriated Ending Fund Balance (Appendix A). Additionally, Oregon Budget Law (ORS 294.371) does not require budgeting UEFB.

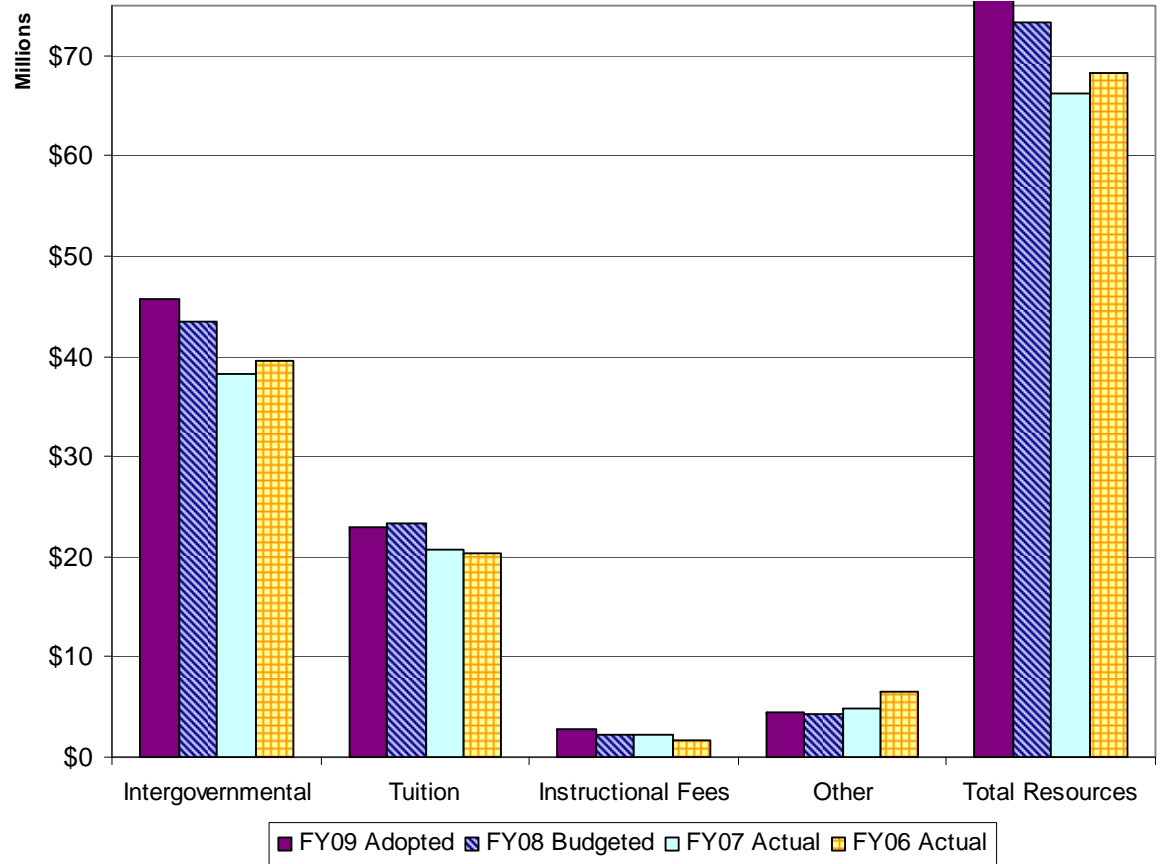


GENERAL FUND I

GENERAL FUND RESOURCES
Fiscal Year 2008-2009



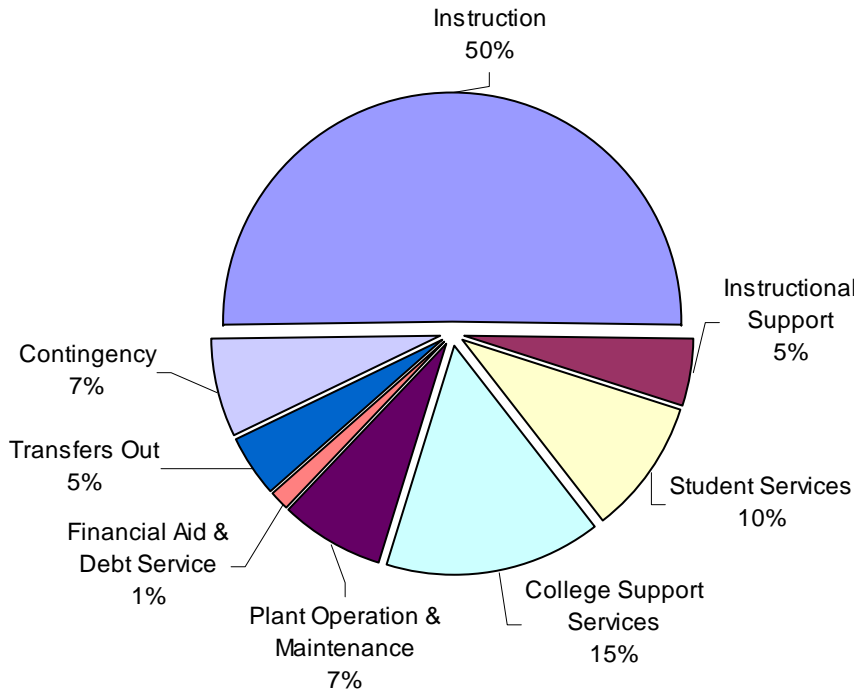
GENERAL FUND RESOURCES BY SOURCE
Fiscal Years 2006 through 2009



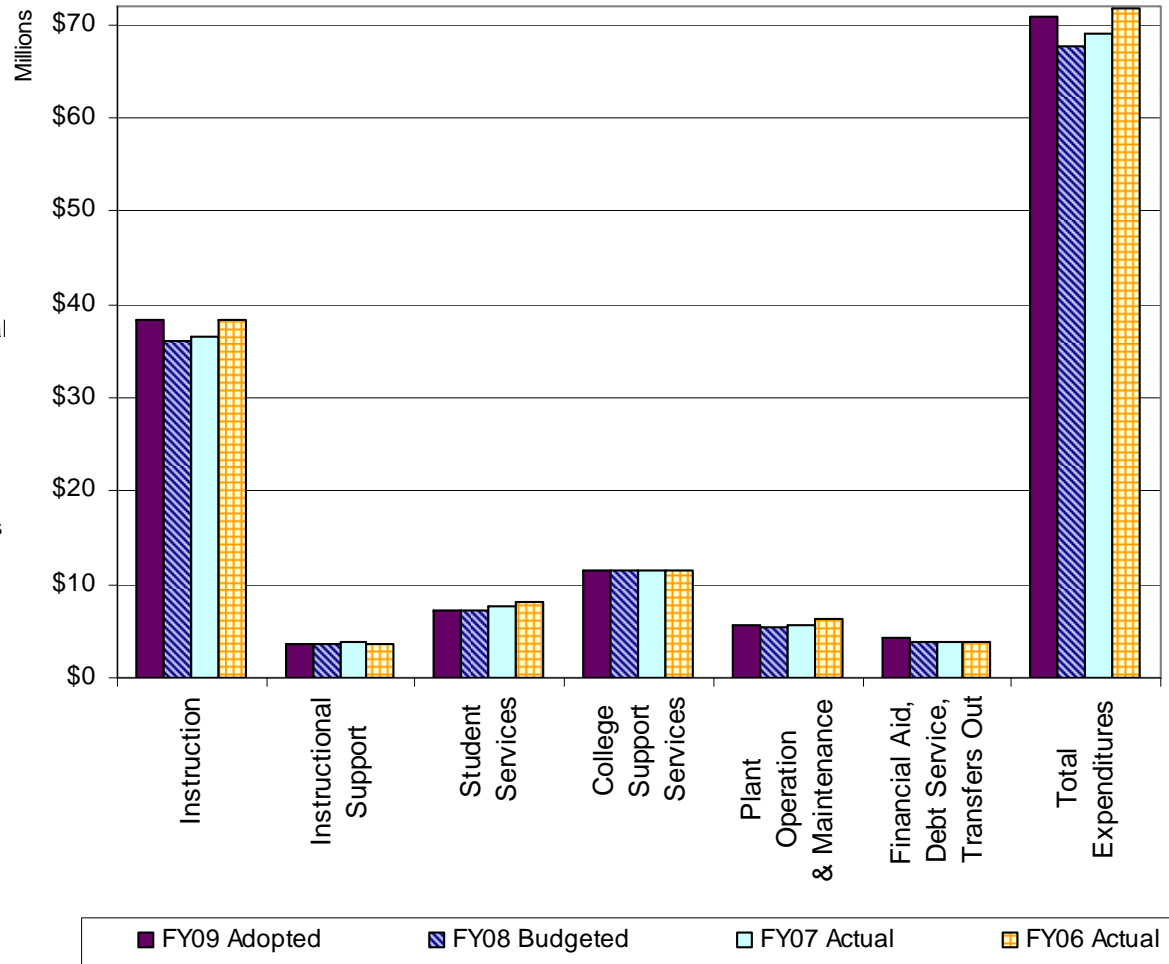
GENERAL FUND I

	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
RESOURCES						
Intergovernmental*	\$ 45,690,227	\$ 45,690,227	\$ 45,690,227	\$ 43,460,713	\$ 38,299,034	\$ 39,630,214
Tuition & Fees:						
Tuition	23,012,994	23,012,994	23,012,994	23,253,363	20,785,921	20,376,896
Instructional Fees	2,872,865	2,868,950	2,868,950	2,305,300	2,297,604	1,700,599
Other Sources:						
Sale of Goods & Services	1,110,800	1,110,800	1,110,800	1,131,800	523,432	438,122
Interest Income	450,000	450,000	450,000	450,000	455,018	433,470
Fees	1,045,813	1,049,728	1,049,728	1,050,428	1,120,592	913,871
Administrative Recovery	850,000	850,000	850,000	850,000	679,501	687,783
Rents, Contracts, Gifts, Bad Debt Recovery, Chargebacks	888,030	888,030	888,030	867,730	1,861,952	3,448,459
Transfer In from Internal Service Fund II	3,500	3,500	3,500	3,500	-	24,745
Transfer In from Debt Service Fund III				-	-	250,000
Transfer In from Capital Projects Fund IV				-	50,000	62,537
Transfer In from Financial Aid Fund V				-	62,591	-
Transfer In from Enterprise Fund VI	139,609	139,609	139,609	20,822	20,822	8,040
Transfer In from Special Revenue Fund VIII	4,000	4,000	4,000	4,000	-	-
Transfer In from Special Revenue-Admin Fund IX	3,600	3,600	3,600	3,600	3,600	335,377
Total Operating Revenues	\$ 76,071,438	\$ 76,071,438	\$ 76,071,438	\$ 73,401,256	\$ 66,160,067	\$ 68,310,113
Beginning Fund Balance	-	-	-	-	(1,097,710)	2,329,153
TOTAL RESOURCES	\$ 76,071,438	\$ 76,071,438	\$ 76,071,438	\$ 73,401,256	\$ 65,062,357	\$ 70,639,266
* Intergovernmental	\$ 30,993,156	\$ 30,993,156	\$ 30,993,156	\$ 29,070,565	\$ 24,701,170	\$ 26,631,787
* Property Taxes	14,697,071	14,697,071	14,697,071	14,390,148	13,597,864	12,998,427

GENERAL FUND REQUIREMENTS
Fiscal Year 2008-2009



GENERAL FUND REQUIREMENTS BY SOURCE
Fiscal Years 2006 through 2009



GENERAL FUND I

	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
EXPENDITURES AND OTHER REQUIREMENTS						
Instruction						
Academic Learning Skills	\$ 1,440,079	\$ 1,459,157	\$ 1,459,157	\$ 1,353,223	\$ 1,467,572	\$ 1,168,425
Adult Basic and Secondary Education	1,451,922	1,500,077	1,500,077	1,598,911	1,384,988	1,502,390
Advanced Technologies	2,487,342	2,534,665	2,534,665	2,317,325	2,409,943	2,630,647
Art & Applied Design	1,992,642	2,061,550	2,061,550	2,050,913	2,019,723	1,764,829
Business Development Center	541,957	536,159	536,159	495,030	668,365	704,170
Business & Computer Informaton Technologies	2,255,157	2,446,482	2,446,482	2,279,786	2,279,925	2,228,321
Child & Family Education*	-	-	-	571,790	-	-
Continuing Education	1,693,195	1,700,423	1,700,423	1,603,801	1,691,169	1,752,484
Cooperative Education	1,608,815	1,762,738	1,762,738	1,583,190	1,608,009	1,679,126
Culinary Arts & Hospitality	594,921	601,380	601,380	555,643	526,208	444,944
English as a Second Language	1,095,952	1,194,392	1,194,392	1,012,514	1,063,841	1,023,791
Health & Physical Education	2,045,326	2,077,971	2,077,971	1,876,878	1,673,129	1,674,327
Health Professions (formerly Family & Health Careers)	4,314,844	4,480,373	4,480,373	3,945,906	4,572,294	4,681,469
High School Connections (formerly College Now)	49,427	-	-	-	-	-
Lane Community College at Cottage Grove	486,457	491,114	491,114	447,678	589,102	554,753
Lane Community College at Florence	618,124	599,499	599,499	568,960	585,097	602,222
Lane Community College Learning Centers	23,801	23,529	23,529	23,951	14,412	247,680
Language, Literature and Communication	4,640,020	4,765,076	4,765,076	4,100,556	4,358,183	4,036,246
Mathematics	2,711,162	2,897,993	2,897,993	2,457,460	2,582,790	2,088,122
Music/Dance/Theatre Arts	1,338,048	1,467,749	1,467,749	1,166,116	1,240,378	1,220,865
Science	3,068,393	3,224,223	3,224,223	2,674,354	3,146,836	2,656,551
Social Science	2,780,390	2,872,973	2,872,973	2,616,119	2,814,614	2,281,553
Special Instructional Projects	1,197,856	824,399	824,399	630,805	100,919	3,510,266
Workforce Development	-	-	-	91,305	4,327	-
Total Instruction	\$ 38,435,830	\$ 39,521,921	\$ 39,521,921	\$ 36,022,214	\$ 36,801,824	\$ 38,453,181

* Moved to Fund IX, FY 2008-09

- Continued -

GENERAL FUND I

	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
Instructional Support						
Academic & Student Affairs Office	\$ 1,002,336	\$ 793,171	\$ 793,171	\$ 1,094,304	\$ 929,357	\$ 1,373,955
Distance Learning	488,914	421,666	421,666	560,321	351,146	419,031
Grant Coordination	94,468	93,319	93,319	95,961	85,835	75,266
High School Connections (formerly College Now)	54,194	53,978	53,978	60,860	98,024	113,743
Instructional Technology Support Service	118,332	117,949	117,949	101,834	308,588	576,612
Library	984,414	1,139,234	1,139,234	1,155,155	1,022,799	1,124,252
Professional Development - Faculty	340,177	345,736	345,736	337,653	166,879	74,916
Special Instructional Projects	473,039	431,895	431,895	273,991	542,076	-
Total Instructional Support	\$ 3,555,873	\$ 3,396,948	\$ 3,396,948	\$ 3,680,078	\$ 3,504,704	\$ 3,757,774
Student Services						
Conference & Culinary Services	\$ 230,674	\$ 343,993	\$ 343,993	\$ 326,956	\$ 333,450	\$ 292,844
Counseling	2,505,850	2,695,337	2,695,337	2,560,220	2,701,520	2,810,456
Disability Services	643,618	644,476	644,476	625,584	609,956	654,730
Enrollment Services	1,986,672	1,682,318	1,682,318	1,653,895	1,552,655	1,768,708
International Student Program	77,178					
Student Financial Services	930,574	1,247,231	1,247,231	1,272,579	1,142,976	1,218,841
Student Life & Leadership Development	529,339	529,217	529,217	447,034	597,725	674,822
Women's Program	408,091	543,296	543,296	432,166	602,829	667,647
Total Student Services	\$ 7,311,996	\$ 7,685,867	\$ 7,685,867	\$ 7,318,434	\$ 7,541,111	\$ 8,088,049
College Support Services						
Archives/Records Mgmt (formerly part of IRAP)	\$ 30,564	\$ 30,564	\$ 30,564	\$ -	\$ -	\$ -
Board of Education	20,000	20,000	20,000	20,000	20,867	23,056
College Finance	1,031,476	1,018,716	1,018,716	973,173	810,018	987,095
College Operations Office	278,268	513,556	513,556	333,248	480,792	511,820
Curriculum & Scheduling	216,349	215,953	215,953	222,113	270,754	486,647
Governance & Administration	504,190	504,190	504,190	398,800	377,442	365,686
Human Resources	1,258,666	1,367,896	1,367,896	1,227,523	1,450,328	1,515,092
Information Technology	3,435,917	3,576,374	3,576,374	3,600,053	3,657,269	3,593,709

- Continued -

GENERAL FUND I

	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
Institutional Research, Assessment & Planning	447,651	412,763	412,763	456,193	361,181	439,580
Lane Community College Foundation	517,550	506,788	506,788	328,227	448,529	402,750
Mail Services	162,731	161,107	161,107	165,077	135,341	146,481
Marketing & Public Relations	687,719	684,806	684,806	546,487	535,826	366,647
Legal, Accounting & Administrative	1,204,500	1,204,500	1,204,500	1,433,500	619,884	805,570
President's Office	731,875	751,896	751,896	720,638	522,475	590,867
Public Safety	639,513	668,428	668,428	826,832	767,316	874,424
Sustainability	315,084	309,940	309,940	256,739	332,485	281,293
Total College Support Services	\$ 11,482,054	\$ 11,947,478	\$ 11,947,478	\$ 11,508,601	\$ 10,790,507	\$ 11,390,716
Plant Operation & Maintenance						
Facilities Management & Planning	\$ 5,663,010	\$ 5,679,908	\$ 5,679,908	\$ 5,435,832	\$ 5,202,782	\$ 6,244,901
Total Plant Operation & Maintenance	\$ 5,663,010	\$ 5,679,908	\$ 5,679,908	\$ 5,435,832	\$ 5,202,782	\$ 6,244,901
Financial Aid						
Financial Aid Transfer	\$ 599,514	\$ 599,517	\$ 599,517	\$ 274,763	\$ 248,065	\$ 699,721
Total Financial Aid	\$ 599,514	\$ 599,517	\$ 599,517	\$ 274,763	\$ 248,065	\$ 699,721
Debt Service						
Debt Service Transfer	\$ 302,770	\$ 302,770	\$ 302,770	\$ 314,990	\$ 428,053	\$ 441,430
Total Debt Service	\$ 302,770	\$ 302,770	\$ 302,770	\$ 314,990	\$ 428,053	\$ 441,430
Transfer Out:						
To Internal Service Fund II	\$ 164,910	\$ 164,910	\$ 164,910	\$ 185,896	\$ 375,739	\$ 417,911
To Capital Projects Fund IV	1,485,000	1,485,000	1,485,000	1,558,785	1,601,608	758,076
To Enterprise Fund VI	299,845	299,845	299,845	329,127	381,060	244,284
To Special Revenue Fund VIII	-	-	-	4,750	4,750	5,250
To Special Revenue-Admin Restricted Fund IX	1,521,925	1,521,925	1,521,925	1,131,748	998,451	1,235,682
Total Transfer Out	\$ 3,471,680	\$ 3,471,680	\$ 3,471,680	\$ 3,210,306	\$ 3,361,608	\$ 2,661,203

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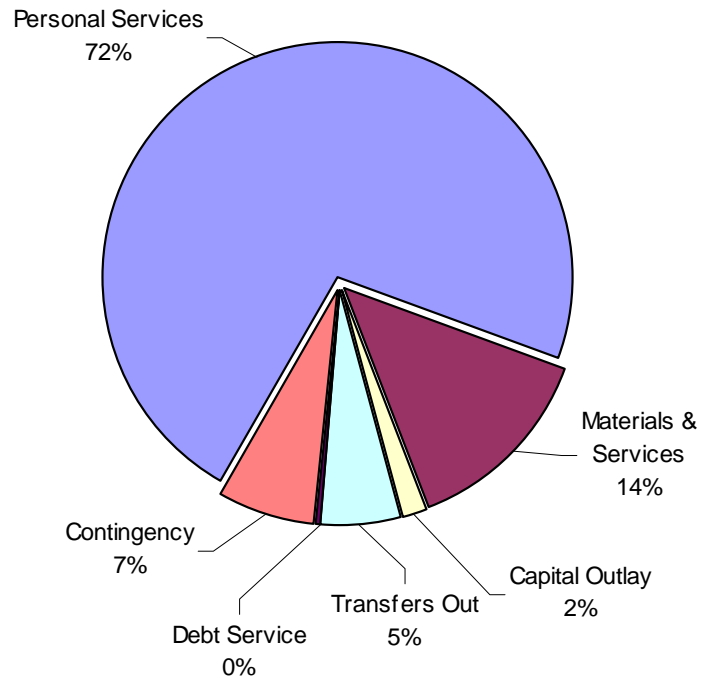
GENERAL FUND I

	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
Contingency						
Projects/Provisions*	\$ 5,248,710	\$ 3,465,350	\$ 3,465,350	\$ 3,336,039	\$ -	\$ -
Total Contingency	\$ 5,248,710	\$ 3,465,350	\$ 3,465,350	\$ 3,336,039	\$ -	\$ -
Total Operating Expenditures	\$ 76,071,438	\$ 76,071,438	\$ 76,071,438	\$ 71,101,256	\$ 67,878,654	\$ 71,736,976
Unappropriated Ending Fund Balance (UEFB)**	-	-	-	2,300,000	-	-
TOTAL EXPENDITURES AND OTHER REQUIREMENTS-GENERAL FUND I	\$ 76,071,438	\$ 76,071,438	\$ 76,071,438	\$ 73,401,256	\$ 67,878,654	\$ 71,736,976
SUMMARY OF GENERAL FUND RESOURCES AND REQUIREMENTS						
Total Operating Revenues	\$ 76,071,438	\$ 76,071,438	\$ 76,071,438	\$ 73,401,256	\$ 66,160,067	\$ 68,310,113
Less: Total Operating Expenditures	76,071,438	76,071,438	76,071,438	73,401,256	67,878,654	71,736,976
Excess of revenues over (under) expenditures	\$ -	\$ -	\$ -	\$ -	\$ (1,718,587)	\$ (3,426,863)
Beginning Fund Balance	-	-	-	-	(1,097,710)	2,329,153
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ (2,816,297)	\$ (1,097,710)

* PERS UAL Fund moved to Fund I, effective 2008-09, and is not budgeted in FY09 as no expenditures are anticipated.

** Effective 2008-09, a procedural change in budgeting UEFB has occurred. See "Ending Fund Balance Schedule"

BUDGETED REQUIREMENTS BY EXPENDITURES CATEGORY
Fiscal Year 2008-2009
General Fund



REQUIREMENTS BY EXPENDITURES CATEGORY - GENERAL FUND

General Fund I	Fiscal Year	Personal Services	Materials & Services	Capital Outlay	Transfers Out	Debt Service	Contingency
	2008-2009 ADOPTED Budget						
Instruction							
Academic Learning Skills	\$ 1,440,079	\$ 1,406,104	\$ 33,975	\$ -	\$ -	\$ -	\$ -
Adult Basic and Secondary Education	1,451,922	1,387,507	64,415	-	-	-	-
Advanced Technologies	2,487,342	2,262,785	224,557	-	-	-	-
Art & Applied Design	1,992,642	1,839,485	153,157	-	-	-	-
Business Development Center	541,957	529,257	12,700	-	-	-	-
Business & Computer Information Technologies	2,255,157	2,147,927	107,230	-	-	-	-
Continuing Education	1,693,195	1,117,127	576,068	-	-	-	-
Cooperative Education	1,608,815	1,483,165	125,650	-	-	-	-
Culinary Arts & Hospitality	594,921	446,221	148,700	-	-	-	-
English as a Second Language	1,095,952	1,057,587	38,365	-	-	-	-
Health & Physical Education	2,045,326	1,795,651	249,675	-	-	-	-
Health Professions (formerly Family & Health Careers)	4,314,844	4,002,687	312,157	-	-	-	-
High School Connections (formerly College Now)	49,427	44,150	5,277	-	-	-	-
Lane Community College at Cottage Grove	486,457	380,200	106,257	-	-	-	-
Lane Community College at Florence	618,124	522,415	95,709	-	-	-	-
Lane Community College Learning Centers	23,801	17,212	6,589	-	-	-	-
Language, Literature & Communication	4,640,020	4,529,670	110,350	-	-	-	-
Mathematics	2,711,162	2,648,787	62,375	-	-	-	-
Music/Dance/Theatre Arts	1,338,048	1,271,848	66,200	-	-	-	-
Science	3,068,393	2,899,896	168,497	-	-	-	-
Social Science	2,780,390	2,738,290	42,100	-	-	-	-
Special Instructional Projects	1,197,856	1,197,856	-	-	-	-	-
Workforce Development	-	-	-	-	-	-	-
Total Instruction	\$ 38,435,830	\$ 35,725,827	\$ 2,710,003	\$ -	\$ -	\$ -	\$ -
Instructional Support							
Academic & Student Affairs Office	\$ 1,002,336	927,621	74,715	-	-	-	-
Distance Learning	488,914	313,989	174,925	-	-	-	-
Grant Coordination	94,468	89,968	4,500	-	-	-	-
High School Connections (formerly College Now)	54,194	54,194	-	-	-	-	-
Instructional Technology Support Service	118,332	109,073	9,259	-	-	-	-
Library	984,414	733,744	131,670	119,000	-	-	-
Professional Development - Faculty	340,177	44,660	295,517	-	-	-	-
Special Instructional Projects	473,039	437,436	35,603	-	-	-	-
Total Instructional Support	\$ 2,553,537	\$ 2,710,684	\$ 726,189	\$ 119,000	\$ -	\$ -	\$ -

- Continued -

REQUIREMENTS BY EXPENDITURES CATEGORY - GENERAL FUND

	Fiscal Year 2008-2009 ADOPTED Budget	Personal Services	Materials & Services	Capital Outlay	Transfers Out	Debt Service	Contingency
General Fund I							
Student Services							
Conference & Culinary Services	\$ 230,674	\$ 230,674	\$ -	\$ -	\$ -	\$ -	\$ -
Counseling	2,505,850	2,375,114	130,736	-	-	-	-
Disability Resources	643,618	628,818	14,800	-	-	-	-
Enrollment Services	1,986,672	1,638,522	348,150	-	-	-	-
International Student Program	77,178	50,843	26,335	-	-	-	-
Student Financial Services	930,574	877,074	53,500	-	-	-	-
Student Life & Leadership Development	529,339	419,839	109,500	-	-	-	-
Women's Program	408,091	392,454	15,637	-	-	-	-
Total Student Services	\$ 7,311,996	\$ 6,613,338	\$ 698,658	\$ -	\$ -	\$ -	\$ -
College Support Services							
Archives/Records Mgmt	\$ 30,564	\$ 30,564	\$ -	\$ -	\$ -	\$ -	\$ -
Board of Education	20,000	-	20,000	-	-	-	-
College Finance	1,031,476	957,287	74,189	-	-	-	-
College Operations Office	278,268	245,268	33,000	-	-	-	-
Curriculum & Scheduling	216,349	208,974	7,375	-	-	-	-
Governance and Administration	504,190	-	504,190	-	-	-	-
Human Resources	1,258,666	980,485	278,181	-	-	-	-
Information Technology	3,435,917	2,353,440	789,526	73,500	219,451	-	-
Institutional Research, Assessment & Planning	447,651	436,886	10,765	-	-	-	-
Lane Community College Foundation	517,550	517,550	-	-	-	-	-
Mail Services	162,731	135,071	27,660	-	-	-	-
Marketing & Public Relations	687,719	177,119	510,600	-	-	-	-
Legal, Accounting & Administrative	1,204,500	-	1,204,500	-	-	-	-
President's Office	731,875	666,125	65,750	-	-	-	-
Public Safety	639,513	556,023	83,490	-	-	-	-
Sustainability	315,084	211,730	103,354	-	-	-	-
Total College Support Services	\$ 11,482,054	\$ 7,476,523	\$ 3,712,580	\$ 73,500	\$ 219,451	\$ -	\$ -
Plant Operation & Maintenance							
Facilities Management & Planning	\$ 5,663,010	\$ 2,845,780	\$ 2,817,230	\$ -	\$ -	\$ -	\$ -
Total Plant Operation & Maintenance	\$ 5,663,010	\$ 2,845,780	\$ 2,817,230	\$ -	\$ -	\$ -	\$ -

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REQUIREMENTS BY EXPENDITURES CATEGORY - GENERAL FUND

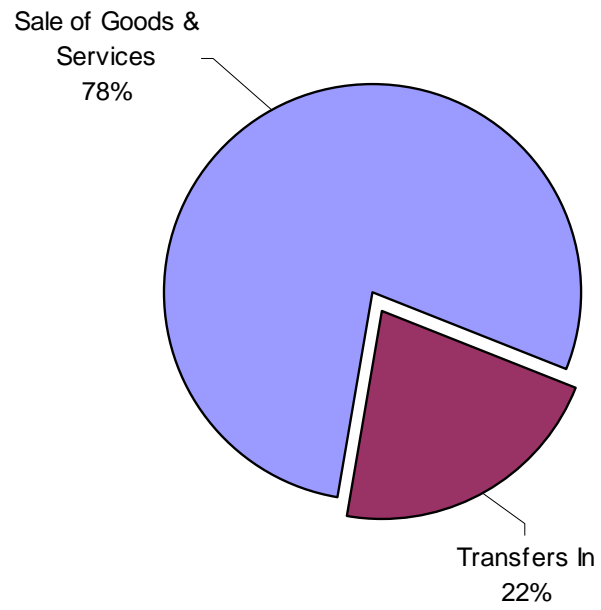
	Fiscal Year 2008-2009 ADOPTED Budget	Personal Services	Materials & Services	Capital Outlay	Transfers Out	Debt Service	Contingency
General Fund I							
Financial Aid							
Financial Aid Transfer	\$ 599,514	\$ -	\$ -	\$ -	\$ 599,514	\$ -	\$ -
Total Financial Aid	\$ 599,514	\$ -	\$ -	\$ -	\$ 599,514	\$ -	\$ -
Debt Service							
Debt Service Transfer	\$ 302,770	\$ -	\$ -	\$ -	\$ -	\$ 302,770	\$ -
Total Debt Service	\$ 302,770	\$ -	\$ -	\$ -	\$ -	\$ 302,770	\$ -
Transfer Out:							
To Internal Services Fund II	\$ 164,910	\$ -	\$ -	\$ -	\$ 164,910	\$ -	\$ -
To Capital Projects Fund IV	1,485,000	-	-	-	1,485,000	-	-
To Enterprise Fund VI	299,845	-	-	-	299,845	-	-
To Special Revenue-Admin. Rest. Fund IX	1,521,925	-	-	-	1,521,925	-	-
Total Transfer Out	\$ 3,471,680	\$ -	\$ -	\$ -	\$ 3,471,680	\$ -	\$ -
Contingency							
Projects/Provisions	\$ 5,248,710	\$ 1,438,036	\$ -	\$ 1,100,000	\$ -	\$ -	\$ 2,710,674
Unappropriated Ending Fund Balance (UEFB)*	-	-	-	-	-	-	-
Total Contingency	\$ 5,248,710	\$ 1,438,036	\$ -	\$ 1,100,000	\$ -	\$ -	\$ 2,710,674
Total - General Fund Functions	\$ 76,071,438	\$ 56,810,188	\$ 10,664,660	\$ 1,292,500	\$ 4,290,645	\$ 302,770	\$ 2,710,674
SUMMARY OF GENERAL FUND RESOURCES AND REQUIREMENTS							
Total Operating Revenues	\$ 76,071,438						
Less: Total Operating Expenditures	76,071,438						
Excess of revenues over (under) expenditures	\$ -						
Beginning Fund Balance	-						
Ending Fund Balance	\$ -						

* Effective 2008-09, a procedural change in budgeting UEFB has occurred. See "Ending Fund Balance Schedule"

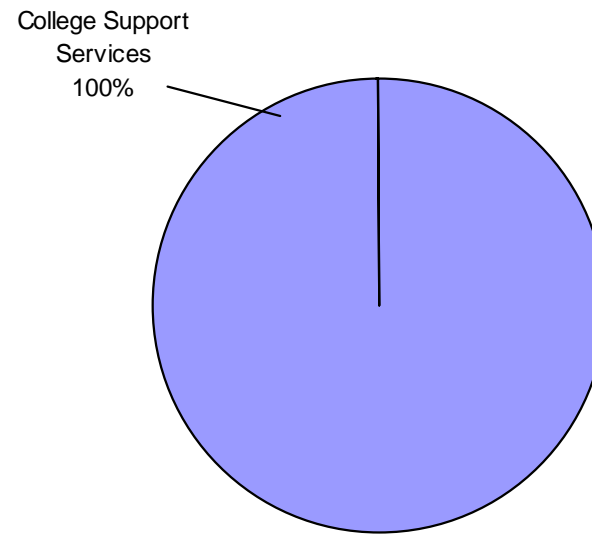


- . INTERNAL SERVICE FUND II
 - . DEBT SERVICE FUND III
- . CAPITAL PROJECTS FUND IV
 - . FINANCIAL AID FUND V
 - . ENTERPRISE FUND VI
- . SPECIAL REVENUE FUND VIII
- . SPECIAL REVENUE FUND IX- ADMIN. RESTRICTED

BUDGETED RESOURCES
Fiscal Year 2008-2009
Fund II



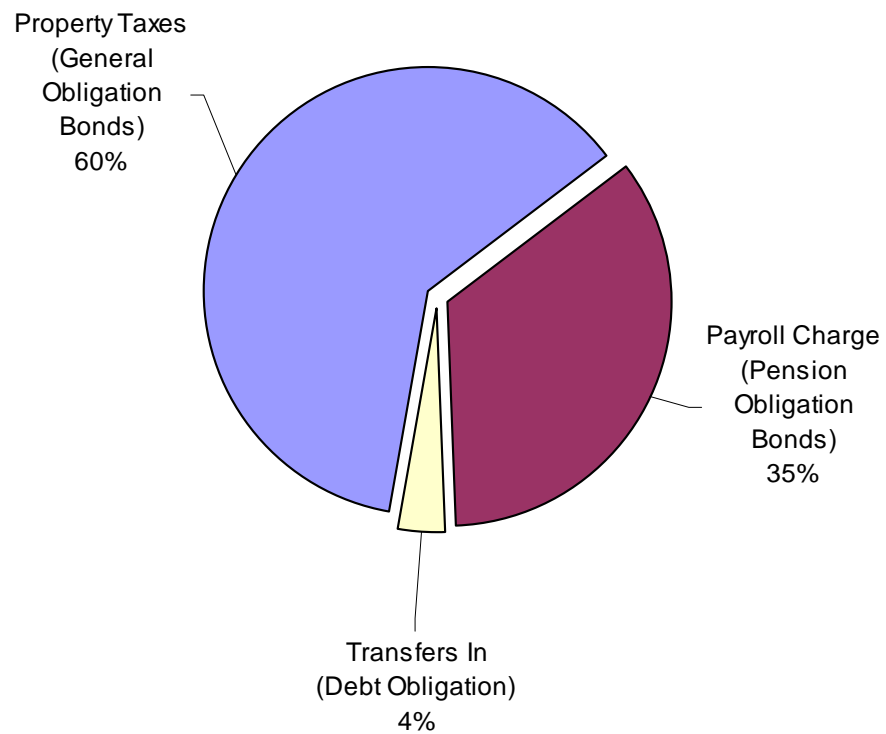
BUDGETED REQUIREMENTS
Fiscal Year 2008-2009
Fund II



INTERNAL SERVICE FUND II

	Fiscal Year 2008-09 ADOPTED Budget	Fiscal Year 2008-09 APPROVED Budget	Fiscal Year 2008-09 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
RESOURCES						
Sale of Goods & Services	\$ 1,384,500	\$ 1,384,500	\$ 1,384,500	\$ 1,614,500	\$ 1,154,207	\$ 1,243,410
Transfer In from General Fund I	384,361	384,361	384,361	407,767	375,739	417,911
Total Operating Revenues	\$ 1,768,861	\$ 1,768,861	\$ 1,768,861	\$ 2,022,267	\$ 1,529,946	\$ 1,661,321
Beginning Fund Balance	123,000	123,000	123,000	164,000	164,423	99,032
TOTAL RESOURCES	\$ 1,891,861	\$ 1,891,861	\$ 1,891,861	\$ 2,186,267	\$ 1,694,369	\$ 1,760,353
EXPENDITURES AND OTHER REQUIREMENTS						
REQUIREMENTS						
College Support Services						
Employee Wellness	\$ 138,339	\$ 138,339	\$ 138,339	\$ 158,131	\$ 126,595	\$ 118,016
Motor Pool	96,000	96,000	96,000	115,000	31,770	55,021
Printing & Graphics	824,571	824,571	824,571	1,077,765	810,546	822,161
Telephone Services	748,450	748,451	748,451	750,871	497,391	493,709
Warehouse Services	80,000	80,000	80,000	80,000	64,082	82,277
Transfer Out:						
To General Fund I	3,500	3,500	3,500	3,500	-	24,745
To Special Revenue-Admin Rest. Fund IX	1,000	1,000	1,000	1,000	-	-
TOTAL EXPENDITURES AND OTHER REQUIREMENTS	\$ 1,891,861	\$ 1,891,860	\$ 1,891,860	\$ 2,186,267	\$ 1,530,384	\$ 1,595,929
SUMMARY OF INTERNAL SERVICE FUND						
RESOURCES AND REQUIREMENTS						
Total Operating Revenues	\$ 1,768,861	\$ 1,768,861	\$ 1,768,861	\$ 2,022,267	\$ 1,529,946	\$ 1,661,321
Less: Total Operating Expenditures	1,891,861	1,891,860	1,891,860	2,186,267	1,530,384	1,595,929
Excess of Revenues, over (under) Expenditures	\$ (123,000)	\$ (123,000)	\$ (123,000)	\$ (164,000)	\$ (438)	\$ 65,392
Beginning Fund Balance	123,000	123,000	123,000	164,000	164,423	99,032
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 163,985	\$ 164,423

BUDGETED RESOURCES FOR RELATED DEBT OBLIGATIONS
Fiscal Year 2008-2009
Fund III



DEBT SERVICE FUND III

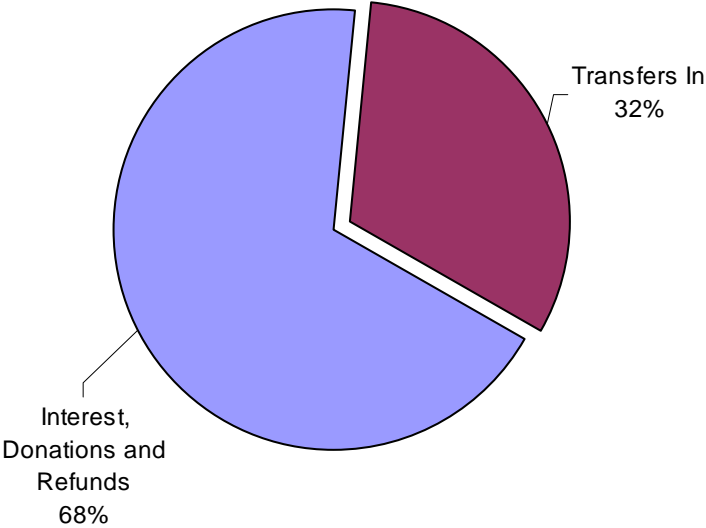
	Fiscal Year 2008-2009 ADOPTED BUDGET	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
GENERAL OBLIGATION BONDS, 1995						
<u>Resources</u>						
Intergovernmental (Property Taxes)	\$ 5,822,250	\$ 5,822,250	\$ 5,822,250	\$ 4,827,418	\$ 5,067,017	\$ 5,504,725
Total Operating Revenues	\$ 5,822,250	5,822,250	5,822,250	4,827,418	5,067,017	5,504,725
Beginning Fund Balance	1,000,000	1,000,000	1,000,000	1,500,000	1,371,966	1,055,264
Total Resources	\$ 6,822,250	\$ 6,822,250	\$ 6,822,250	\$ 6,327,418	\$ 6,438,983	\$ 6,559,989
<u>Expenditures and Other Requirements</u>						
Principal Payments	\$ 5,545,000	\$ 5,545,000	\$ 5,545,000	\$ 5,055,000	\$ 4,610,000	\$ 4,190,000
Interest Expense	1,277,250	1,277,250	1,277,250	1,272,418	766,747	998,023
Total Expenditures and Other Requirements	\$ 6,822,250	\$ 6,822,250	\$ 6,822,250	\$ 6,327,418	\$ 5,376,747	\$ 5,188,023
<u>Summary of General Obligation Bonds</u>						
Total Operating Revenues	\$ 5,822,250	\$ 5,822,250	\$ 5,822,250	\$ 4,827,418	\$ 5,067,017	\$ 5,504,725
Less: Total Operating Expenditures	6,822,250	6,822,250	6,822,250	6,327,418	5,376,747	5,188,023
Excess of Revenues, over (under) Expenditures	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,500,000)	\$ (309,730)	\$ 316,702
Beginning Fund Balance	1,000,000	1,000,000	1,000,000	1,500,000	1,371,966	1,055,264
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ 1,062,236	\$ 1,371,966
FULL FAITH & CREDIT DEBT OBLIGATIONS, SERIES 1992						
<u>Resources</u>						
Transfer In from General Fund I	\$ 302,770	\$ 302,770	\$ 302,770	\$ 314,990	\$ 428,053	\$ 191,430
Total Operating Revenues	\$ 302,770	\$ 302,770	\$ 302,770	\$ 314,990	\$ 428,053	\$ 191,430
Beginning Fund Balance	-	-	-	-	2,252	251,513
Total Resources	\$ 302,770	\$ 302,770	\$ 302,770	\$ 314,990	\$ 430,305	\$ 442,943
<u>Expenditures and Other Requirements</u>						
Principal Payments	\$ 260,000	\$ 260,000	\$ 260,000	\$ 260,000	\$ 355,000	\$ 350,000
Interest Expense	42,770	42,770	42,770	54,990	75,305	92,943
Total Expenditures and Other Requirements	\$ 302,770	\$ 302,770	\$ 302,770	\$ 314,990	\$ 430,305	\$ 442,943
<u>Summary of Full Faith & Credit Debt Obligations</u>						
Total Operating Revenues	\$ 302,770	\$ 302,770	\$ 302,770	\$ 314,990	\$ 428,053	\$ 191,430
Less: Total Operating Expenditures	302,770	302,770	302,770	314,990	430,305	442,943
Excess of Revenues, over (under) Expenditures	\$ -	\$ -	\$ -	\$ -	\$ (2,252)	\$ (251,513)
Beginning Fund Balance	-	-	-	-	2,252	251,513
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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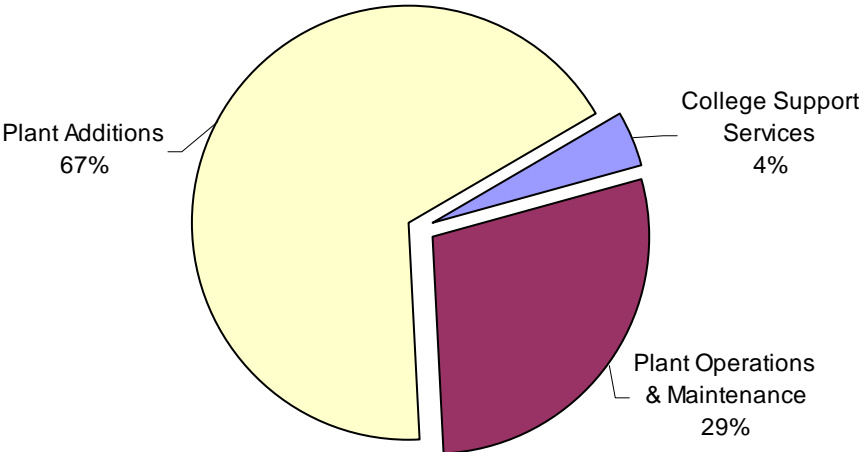
DEBT SERVICE FUND III

	Fiscal Year 2008-2009 ADOPTED BUDGET	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
PENSION OBLIGATION BONDS						
<u>Resources</u>						
Interest Income	\$ 250	\$ 250	\$ 250	\$ 250	\$ 82,765	\$ 61,517
Revenue Allocation - Employee Fringe	3,279,000	3,279,000	3,279,000	2,949,250	2,794,250	2,644,250
Total Operating Revenues	\$ 3,279,250	\$ 3,279,250	\$ 3,279,250	\$ 2,949,500	\$ 2,877,015	\$ 2,705,767
Beginning Fund Balance	-	-	-	-	274,979	215,713
Total Resources	\$ 3,279,250	\$ 3,279,250	\$ 3,279,250	\$ 2,949,500	\$ 3,151,994	\$ 2,921,480
<u>Expenditures and Other Requirements</u>						
Principal Payments	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 1,420,000	\$ 1,101,663	\$ 1,022,711
Interest Expense	1,529,250	1,529,250	1,529,250	1,529,500	1,692,586	1,621,538
Total Expenditures and Other Requirements	\$ 3,279,250	\$ 3,279,250	\$ 3,279,250	\$ 2,949,500	\$ 2,794,249	\$ 2,644,249
<u>Summary of Pension Obligation Bonds</u>						
Total Operating Revenues	\$ 3,279,250	\$ 3,279,250	\$ 3,279,250	\$ 2,949,500	\$ 2,877,015	\$ 2,705,767
Less: Total Operating Expenditures	3,279,250	3,279,250	3,279,250	2,949,500	2,794,249	2,644,249
Excess of Revenues, over (under) Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 82,766	\$ 61,518
Beginning Fund Balance	-	-	-	-	274,979	215,713
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ 357,745	\$ 277,231
<u>SUMMARY OF DEBT SERVICE FUND RESOURCES AND REQUIREMENTS</u>						
Total Operating Revenues	\$ 9,404,270	\$ 9,404,270	\$ 9,404,270	\$ 8,091,908	\$ 8,372,085	\$ 8,401,922
Less: Total Operating Expenditures	10,404,270	10,404,270	10,404,270	9,591,908	8,601,301	8,275,215
Excess of Revenues, over (under) Expenditures	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,500,000)	\$ (229,216)	\$ 126,708
Beginning Fund Balance	1,000,000	1,000,000	1,000,000	1,500,000	1,649,197	1,522,490
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 1,419,981	\$ 1,649,198

BUDGETED RESOURCES
Fiscal Year 2008-2009
Fund IV



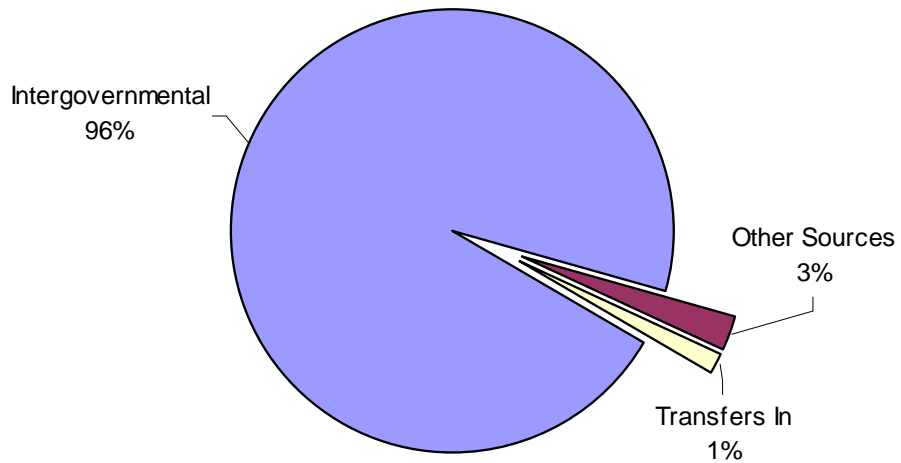
BUDGETED REQUIREMENTS
Fiscal Year 2008-2009
Fund IV



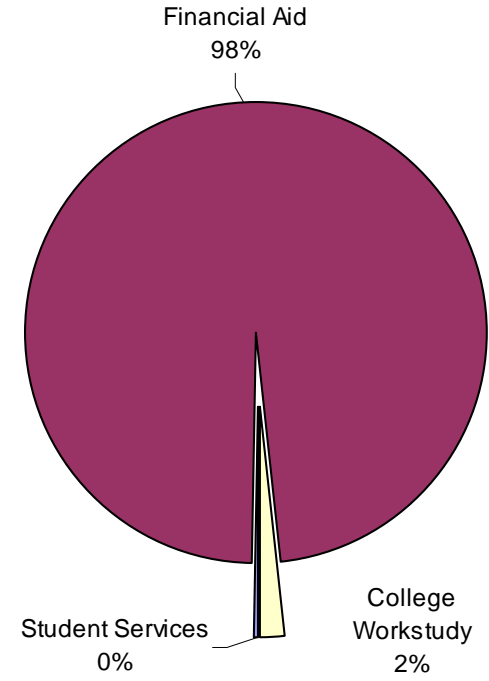
CAPITAL PROJECTS FUND IV

	Fiscal Year 2008-2009 ADOPTED BUDGET	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
RESOURCES						
Other Sources:						
Interest Income	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 111,938	\$ 291,365
Donations & Vendor Refunds	3,610,000	685,000	685,000	435,000	173,433	264,699
Transfer In from General Fund I	1,485,000	1,485,000	1,485,000	1,558,785	1,601,608	1,008,076
Transfer In from Special Revenue-Admin Rest. Fund IX	218,760	218,760	218,760	218,760	221,500	150,000
Total Operating Revenues	\$ 5,373,760	\$ 2,448,760	\$ 2,448,760	\$ 2,272,545	\$ 2,108,479	\$ 1,714,140
Beginning Fund Balance	810,000	810,000	810,000	865,000	2,481,156	5,271,605
TOTAL RESOURCES	\$ 6,183,760	\$ 3,258,760	\$ 3,258,760	\$ 3,137,545	\$ 4,589,635	\$ 6,985,745
EXPENDITURES AND OTHER REQUIREMENTS						
College Support Services						
Information Technology (LASR Project)	\$ 250,000	\$ 250,000	\$ 250,000	\$ 295,000	\$ 227,695	\$ 159,017
Plant Operation & Maintenance						
Facilities Management & Planning	1,765,000	1,765,000	1,765,000	1,390,000	896,314	1,804,953
Plant Additions						
Bond Project	100,000	100,000	100,000	100,000	2,031,901	565,670
Facilities Management & Planning	4,068,760	1,143,760	1,143,760	1,352,545	367,811	1,520,986
Transfer Out:						
To General Fund I	-	-	-	-	50,000	453,964
To Debt Service Fund III						
Intra-fund Transfer Out						
TOTAL EXPENDITURES AND OTHER REQUIREMENTS	\$ 6,183,760	\$ 3,258,760	\$ 3,258,760	\$ 3,137,545	\$ 3,573,721	\$ 4,504,590
SUMMARY OF CAPITAL PROJECTS FUND RESOURCES AND REQUIREMENTS						
Total Operating Revenues	\$ 5,373,760	\$ 2,448,760	\$ 2,448,760	\$ 2,272,545	\$ 2,108,479	\$ 1,714,140
Less: Total Operating Expenditures	6,183,760	3,258,760	3,258,760	3,137,545	3,573,721	4,504,590
Excess of Revenues, over (under) Expenditures	\$ (810,000)	\$ (810,000)	\$ (810,000)	\$ (865,000)	\$ (1,465,242)	\$ (2,790,450)
Beginning Fund Balance	810,000	810,000	810,000	865,000	2,481,156	5,271,605
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 1,015,914	\$ 2,481,155

BUDGETED RESOURCES
Fiscal Year 2008-2009
Fund V



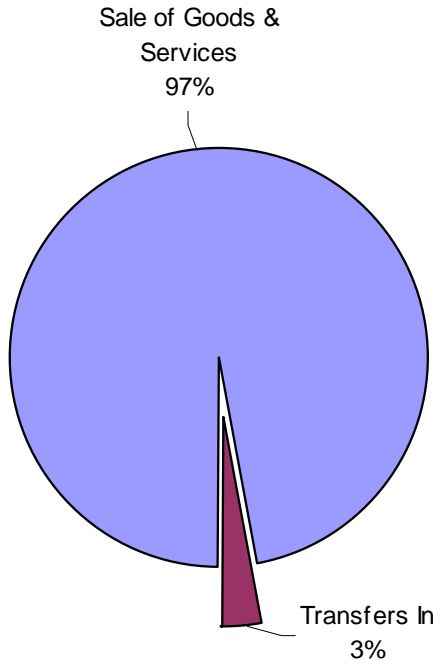
BUDGETED REQUIREMENTS
Fiscal Year 2008-2009
Fund V



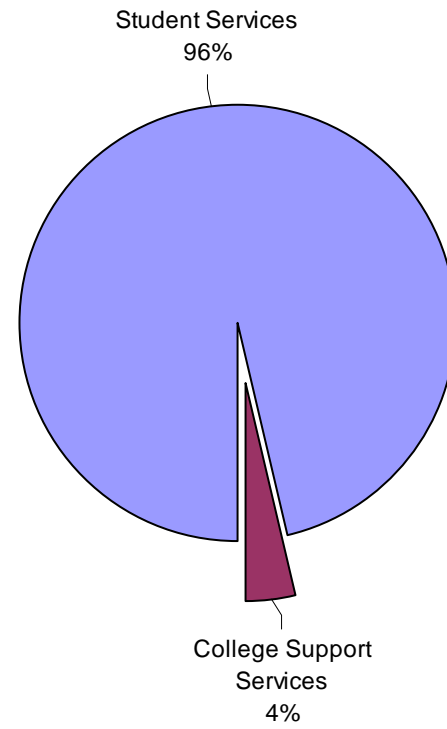
FINANCIAL AID FUND V

	Fiscal Year 2008-2009 ADOPTED BUDGET	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
RESOURCES						
Intergovernmental	\$ 44,653,000	\$ 44,653,000	\$ 44,653,000	\$ 43,653,000	\$ 33,941,947	\$ 33,167,315
Other Sources:						
Interest Income	75,000	75,000	75,000	75,000	76,400	59,812
Scholarships, Local Grants	1,100,000	1,100,000	1,100,000	2,100,000	2,210,570	2,212,161
Transfer In from General Fund I	599,514	599,514	599,514	274,763	248,065	699,721
Transfer In from Special Revenue-Admin. Rest. Fund IX	15,000	15,000	15,000	15,000	20,016	22,592
Total Operating Revenues	\$ 46,442,514	\$ 46,442,514	\$ 46,442,514	\$ 46,117,763	\$ 36,496,998	\$ 36,161,601
Beginning Fund Balance	89,000	89,000	89,000	423,350	694,476	1,007,897
TOTAL RESOURCES	\$ 46,531,514	\$ 46,531,514	\$ 46,531,514	\$ 46,541,113	\$ 37,191,474	\$ 37,169,498
EXPENDITURES AND OTHER REQUIREMENTS						
REQUIREMENTS						
Student Services						
Job Placement Office	\$ 120,000	\$ 120,000	\$ 120,000	\$ -	\$ 101,196	\$ 320,067
Financial Aid						
College Workstudy	822,348	822,348	822,348	822,350	493,687	843,050
Financial Aid	45,589,166	45,589,166	45,589,166	45,718,763	35,855,733	35,311,905
Transfer Out:						
Intra-fund Transfer Out	-	-	-	-	62,591	-
TOTAL EXPENDITURES AND OTHER REQUIREMENTS	\$ 46,531,514	\$ 46,531,514	\$ 46,531,514	\$ 46,541,113	\$ 36,513,207	\$ 36,475,022
SUMMARY OF FINANCIAL AID FUND						
RESOURCES AND REQUIREMENTS						
Total Operating Revenues	\$ 46,442,514	\$ 46,442,514	\$ 46,442,514	\$ 46,117,763	\$ 36,496,998	\$ 36,161,601
Less: Total Operating Expenditures	46,531,514	46,531,514	46,531,514	46,541,113	36,513,207	36,475,022
Excess of Revenues, over (under) Expenditures	\$ (89,000)	\$ (89,000)	\$ (89,000)	\$ (423,350)	\$ (16,209)	\$ (313,421)
Beginning Fund Balance	89,000	89,000	89,000	423,350	694,476	1,007,897
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 678,267	\$ 694,476

BUDGETED RESOURCES
Fiscal Year 2008-2009
Fund VI



BUDGETED REQUIREMENTS
Fiscal Year 2008-2009
Fund VI



ENTERPRISE FUND VI

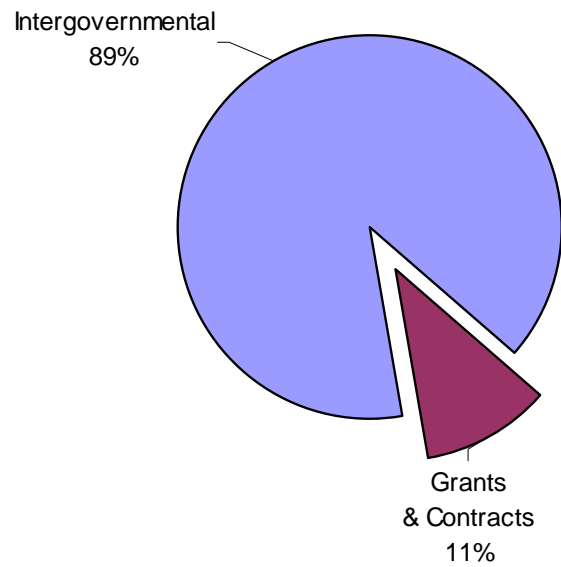
	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
RESOURCES						
Sale of Goods & Services	\$ 9,853,640	\$ 9,807,000	\$ 9,807,000	\$ 8,707,000	\$ 8,377,477	\$ 7,665,091
Transfer In from General Fund I	299,845	299,845	299,845	329,127	381,060	385,711
Transfer In from Special Revenue-Admin. Rest. Fund IX	-	46,640	46,640	46,640	-	130,772
Total Operating Revenues	\$ 10,153,485	\$ 10,153,485	\$ 10,153,485	\$ 9,082,767	\$ 8,758,537	\$ 8,181,574
Beginning Fund Balance	975,000	975,000	975,000	925,000	2,080,326	2,540,323
TOTAL RESOURCES	\$ 11,128,485	\$ 11,128,485	\$ 11,128,485	\$ 10,007,767	\$ 10,838,863	\$ 10,721,897
EXPENDITURES AND OTHER REQUIREMENTS						
Instruction						
Performance Season	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 9,642	\$ 9,260
Student Services						
ASLCC (Prior Years)	-	-	-	-	1,295	11,806
ASLCC Childcare Coop (Prior Years)	-	-	-	-	-	321
Bookstore	6,888,066	6,888,066	6,888,066	6,888,067	5,605,108	6,107,830
Foodservices	2,632,226	2,632,226	2,632,226	1,578,178	1,322,339	1,423,827
Hospitality & Conference Services	1,052,164	1,052,164	1,052,164	1,100,001	862,868	770,657
College Support Services						
Laundry	393,418	393,418	393,418	397,700	245,375	298,818
Expenditures and Other Requirements Subtotal	\$ 10,987,875	\$ 10,987,874	\$ 10,987,874	\$ 9,985,946	\$ 8,046,627	\$ 8,622,495

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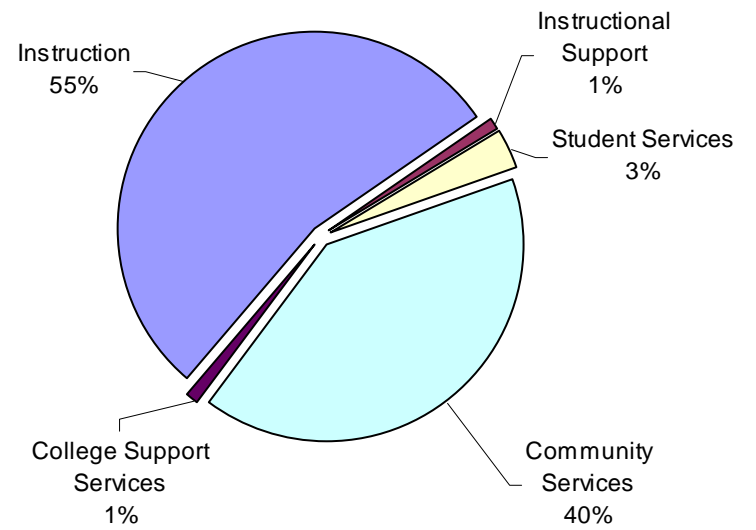
ENTERPRISE FUND VI

	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
Transfer Out:						
To General Fund I	\$ 139,610	\$ 139,610	\$ 139,610	\$ 20,822	\$ 20,822	\$ 8,040
To Special Revenue-Admin Rest. Fund IX	1,000	1,000	1,000	1,000		11,036
TOTAL EXPENDITURES AND OTHER REQUIREMENTS	\$ 11,128,485	\$ 11,128,484	\$ 11,128,484	\$ 10,007,768	\$ 8,067,449	\$ 8,641,571
SUMMARY OF ENTERPRISE FUND RESOURCES AND REQUIREMENTS						
Total Operating Revenues	\$ 10,153,485	\$ 10,153,485	\$ 10,153,485	\$ 9,082,767	\$ 8,758,537	\$ 8,181,574
Less: Total Operating Expenditures	11,128,485	11,128,484	11,128,484	10,007,768	8,067,449	8,641,571
Excess of Revenues, over (under) Expenditures	\$ (975,000)	\$ (975,000)	\$ (975,000)	\$ (925,001)	\$ 691,088	\$ (459,997)
Beginning Fund Balance	975,000	975,000	975,000	925,000	2,080,326	2,540,323
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 2,771,414	\$ 2,080,326

BUDGETED RESOURCES
Fiscal Year 2008-2009
Fund VIII



BUDGETED REQUIREMENTS
Fiscal Year 2008-2009
Fund VIII



SPECIAL REVENUE FUND VIII

	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
RESOURCES						
Intergovernmental	\$ 10,543,750	\$ 10,543,750	\$ 10,543,750	\$ 10,543,750	\$ 7,917,437	\$ 7,338,051
Tuition & Fees:						
Tuition	6,000	6,000	6,000	6,000	26,485	36,737
Instructional Fees	50,000	50,000	50,000	50,000	59,820	77,121
Other Sources:						
Grants & Contracts	1,291,250	1,291,250	1,291,250	1,291,250	365,122	286,450
Other						-
Transfer In from General Fund I	-	-	-	4,750	4,750	5,250
Total Operating Revenues	\$ 11,891,000	\$ 11,891,000	\$ 11,891,000	\$ 11,895,750	\$ 8,373,614	\$ 7,743,609
Beginning Fund Balance	200,000	200,000	200,000	200,000	171,342	178,726
TOTAL RESOURCES	\$ 12,091,000	\$ 12,091,000	\$ 12,091,000	\$ 12,095,750	\$ 8,544,956	\$ 7,922,335
EXPENDITURES AND OTHER REQUIREMENTS						
Instruction	\$ 6,593,000	\$ 6,593,000	\$ 6,593,000	\$ 6,593,000	\$ 3,930,025	\$ 3,698,758
Funded Projects						
Instructional Support	103,000	103,000	103,000	103,000	-	12,311
Funded Projects						
Student Services	387,200	387,200	387,200	387,200	240,101	262,846
Funded Projects						
Community Services	4,860,800	4,860,800	4,860,800	4,860,800	4,227,550	3,767,851
Funded Projects						
College Support Services	143,000	143,000	143,000	147,750	7,171	-
Funded Projects						
Expenditures and Other Requirements						
Sub-total	\$ 12,087,000	\$ 12,087,000	\$ 12,087,000	\$ 12,091,750	\$ 8,404,847	\$ 7,741,766

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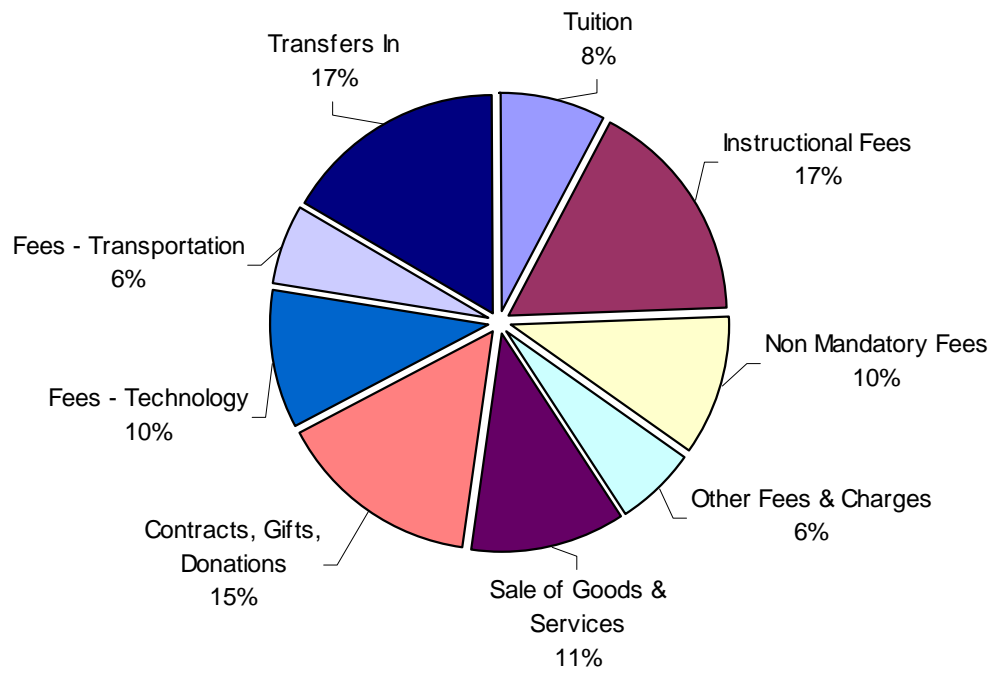
SPECIAL REVENUE FUND VIII

	Fiscal Year 2008-2009 ADOPTED Budget	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
Transfer Out:						
To General Fund I	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	\$ -
To Special Revenue-Admin Restricted Fund IX	-	-	-	-	-	9,227
TOTAL EXPENDITURES AND OTHER REQUIREMENTS	\$ 12,091,000	\$ 12,091,000	\$ 12,091,000	\$ 12,095,750	\$ 8,404,847	\$ 7,750,993

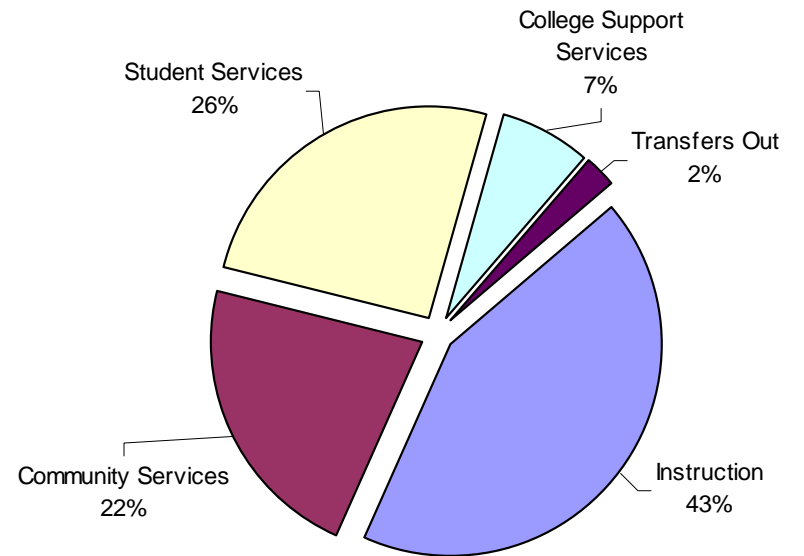
**SUMMARY OF SPECIAL REVENUE FUND
RESOURCES AND REQUIREMENTS**

Total Operating Revenues	\$ 11,891,000	\$ 11,891,000	\$ 11,891,000	\$ 11,895,750	\$ 8,373,614	\$ 7,743,609
Less: Total Operating Expenditures	12,091,000	12,091,000	12,091,000	12,095,750	8,404,847	7,750,993
Excess of Revenues, over (under) Expenditures	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (31,233)	\$ (7,384)
Beginning Fund Balance	200,000	200,000	200,000	200,000	171,342	178,726
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 140,109	\$ 171,342

BUDGETED RESOURCES
Fiscal Year 2008-2009
Fund IX



BUDGETED REQUIREMENTS
Fiscal Year 2008-2009
Fund IX



SPECIAL REVENUE FUND IX - ADMINISTRATIVELY RESTRICTED

	Fiscal Year 2008-2009 Adopted BUDGET	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
RESOURCES						
Intergovernmental	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 11,415	\$ 11,054
Tuition & Fees:						
Tuition	712,000	712,000	712,000	652,000	431,969	481,210
Instructional Fees	1,513,840	1,513,840	1,513,840	1,748,840	1,439,103	1,943,271
Non-Mandatory Fees	944,300	944,300	944,300	860,800	634,714	748,378
Other Fees & Charges	546,600	546,600	546,600	331,600	198,732	191,774
Sale of Goods and Services	1,043,700	1,043,700	1,043,700	1,025,600	1,069,347	1,120,579
Interest Income	17,500	17,500	17,500	13,000	19,234	17,786
Contracts, Gifts, Donations	1,373,300	1,373,300	1,373,300	2,666,800	1,529,510	2,049,870
Fees-Technology	925,000	925,000	925,000	925,000	882,022	881,015
Fees-Transportation	535,000	535,000	535,000	535,000	561,865	515,611
Transfer In from General Fund I	1,521,925	1,521,925	1,521,925	1,131,748	998,451	1,244,909
Transfer In from Internal Service Fund II	1,000	1,000	1,000	1,000	-	-
Transfer In from Enterprise Fund VI	1,000	1,000	1,000	1,000	-	11,036
Intra-fund Transfer In	-	-	-	-	63,493	-
Total Operating Revenues	\$ 9,145,165	\$ 9,145,165	\$ 9,145,165	\$ 9,892,388	\$ 7,839,855	\$ 9,216,493
Beginning Fund Balance	679,000	679,000	679,000	4,748,000	4,269,937	4,054,697
TOTAL RESOURCES	\$ 9,824,165	\$ 9,824,165	\$ 9,824,165	\$ 14,640,388	\$ 12,109,792	\$ 13,271,190

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SPECIAL REVENUE FUND IX - ADMINISTRATIVELY RESTRICTED

	Fiscal Year 2008-2009 Adopted BUDGET	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
EXPENDITURES AND OTHER REQUIREMENTS						
Instruction						
Advanced Technologies (combining Fast Track, Mechanical Services)	\$ 85,500	\$ 85,500	\$ 85,500	\$ 60,900	\$ 79,542	\$ 133,771
Child & Family Education*	256,674	258,171	258,171	-	-	-
Contract Training	580,000	250,000	250,000	700,000	159,642	311,494
Energy Management Program	580,000	580,000	580,000	550,000	433,720	469,526
Flight Technology	1,319,200	1,319,200	1,319,200	1,319,200	1,175,130	1,274,589
Non-Reimbursed Instruction	291,000	291,000	291,000	630,000	161,994	186,885
Regional Technical Education Coordination	130,000	130,000	130,000	-	-	-
Specialized Support Services	280,320	280,320	280,320	302,972	415,112	264,048
Student Restaurant	39,000	39,000	39,000	38,000	37,457	26,294
Technology Fee	975,000	975,000	975,000	1,215,000	1,071,307	782,045
Tuition Based Programs	-	-	-	-	-	154
Total Instruction	\$ 4,206,695	\$ 4,208,191	\$ 4,208,191	\$ 4,816,072	\$ 3,533,904	\$ 3,448,806
Instructional Support						
OSBDCN	\$ 20,000	\$ 20,000	\$ 20,000	\$ 50,000	\$ 3,192	\$ 36,946
Community Services						
KLCC FM Operations	1,711,564	1,664,923	1,664,923	2,615,924	1,410,068	2,512,739
KLCC FM Quasi-Endowment	445,000	445,000	445,000	461,000	230,473	-
Student Services						
ASLCC	372,360	372,361	372,361	372,360	333,679	312,080
Athletics	444,260	444,260	444,260	480,261	449,261	489,898
Child & Family Education	785,062	783,565	783,565	382,620	350,941	345,814
International Students Program	78,000	78,000	78,000	78,000	-	-
Student Health Services	684,030	684,030	684,030	657,344	505,912	472,235
Student Productions Association	20,000	20,000	20,000	-	-	-
The Torch	118,664	118,664	118,664	152,267	136,302	142,469
Women's Program	24,500	24,500	24,500	24,500	-	-
Expenditures and Other Requirements Subtotal	\$ 8,910,135	\$ 8,863,494	\$ 8,863,494	\$ 10,090,348	\$ 6,953,732	\$ 7,760,987

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SPECIAL REVENUE FUND IX - ADMINISTRATIVELY RESTRICTED

	Fiscal Year 2008-2009 Adopted BUDGET	Fiscal Year 2008-2009 APPROVED Budget	Fiscal Year 2008-2009 PROPOSED Budget	Fiscal Year 2007-2008 CURRENT Budget	Fiscal Year 2006-2007 ACTUAL Amounts	Fiscal Year 2005-2006 ACTUAL Amounts
College Support Services						
Staff Health Clinic	\$ 291,670	\$ 291,670	\$ 291,670	\$ 381,040	\$ 246,252	\$ 232,934
PERS UAL Fund*	-	-	-	3,500,000	-	-
Transportation	385,000	385,000	385,000	385,000	384,342	368,591
Transfers Out:						
To General Fund I	3,600	3,600	3,600	3,600	3,600	335,377
To Capital Projects Fund IV	218,760	218,760	218,760	218,760	221,500	150,000
To Financial Aid Fund V	15,000	15,000	15,000	15,000	20,016	22,412
To Enterprise Fund VI	-	46,640	46,640	46,640	-	129,551
Intra-fund Transfer Out	-	-	-	-	63,493	1,401
TOTAL EXPENDITURES AND OTHER REQUIREMENTS	\$ 9,824,165	\$ 9,824,165	\$ 9,824,165	\$ 14,640,388	\$ 7,892,935	\$ 9,001,253
SUMMARY OF SPECIAL REVENUE-ADMIN. REST. FUND RESOURCES AND REQUIREMENTS						
Total Operating Revenues	\$ 9,145,165	\$ 9,145,165	\$ 9,145,165	\$ 9,892,388	\$ 7,839,855	\$ 9,216,493
Less: Total Operating Expenditures	9,824,165	9,824,165	9,824,165	14,640,388	7,892,935	9,001,253
Excess of Revenues, over (under) Expenditures	\$ (679,000)	\$ (679,000)	\$ (679,000)	\$ (4,748,000)	\$ (53,080)	\$ 215,240
Beginning Fund Balance	679,000	679,000	679,000	4,748,000	4,269,937	4,054,697
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 4,216,857	\$ 4,269,937

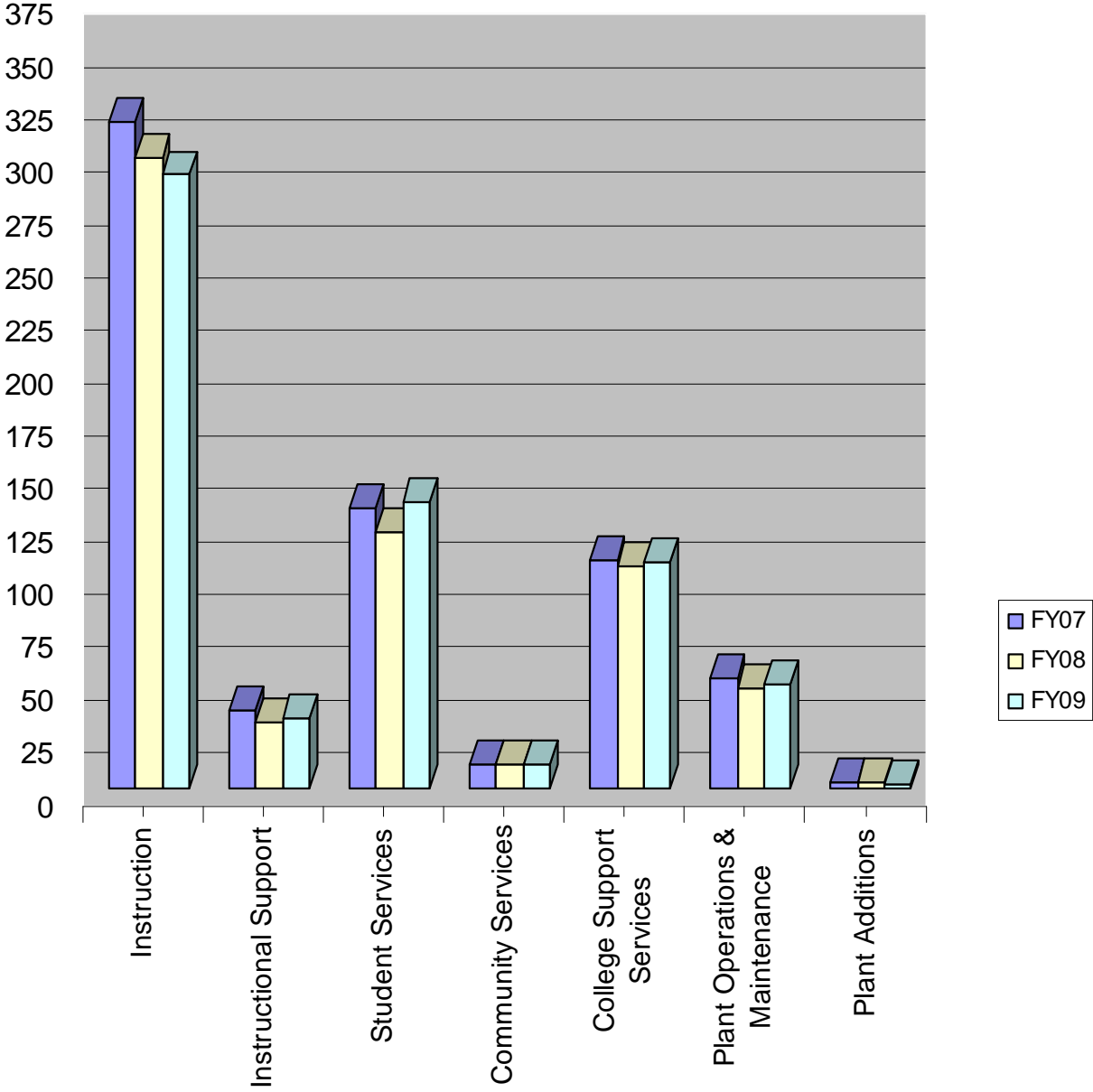
* Quasi-Endowment Fund X merged with Special Revenue Fund IX - Administratively Restricted beginning fiscal year 2007-2008 forward.

* PERS UAL Fund moved to Fund I, effective 2008-09.



PERSONAL SERVICES

STAFF FTE LEVELS BY EXPENSE FUNCTION
Fiscal Years 2007 through 2009
All Funds



FTE BY EXPENSE FUNCTION	FY09	FY08	FY07
INSTRUCTION			
Academic Learning Skills	9.96	11.00	11.42
Adult Basic and Secondary Education	12.60	14.56	14.36
Advanced Technologies	21.40	21.42	22.61
Art & Applied Design	14.00	13.75	14.00
Business Development Center	5.56	5.55	7.45
Business & Computer Information Technologies	15.60	16.60	18.94
Child & Family Education	2.70	8.95	-
Continuing Education	9.63	8.71	10.89
Cooperative Education	12.80	12.24	13.79
Culinary Arts & Hospitality	4.80	4.30	3.05
Energy Management Program	2.00	2.00	2.00
English as a Second Language	7.46	8.20	7.75
Flight Technology	6.00	7.00	7.00
Health & Physical Education	15.20	14.76	15.48
Health Professions (formerly Family & Health Careers)	36.00	32.85	39.69
Lane Community College at Cottage Grove	2.58	2.58	3.47
Lane Community College at Florence	4.09	4.09	4.11
Lane Community College Learning Centers	0.25	0.25	0.25
Language, Literature & Communication	30.80	31.75	34.15
Mathematics	20.60	20.85	22.85
Music/Dance/Theatre Arts	9.97	9.97	12.97
Science	22.20	22.12	22.59
Social Science	22.70	22.75	24.75
Specialized Support Services	1.60	1.35	1.83
Workforce Development	-	0.60	-
	290.50	298.21	315.40

-Continued-

FTE BY EXPENSE FUNCTION	FY09	FY08	FY07
INSTRUCTIONAL SUPPORT			
Academic & Student Affairs Office (formerly OISS)	8.00	6.00	10.19
College Now	0.83	0.83	1.83
Distance Learning	3.54	3.54	3.54
Grant Coordination	1.00	1.00	1.00
Information Technology (formerly ITSS)	4.84	4.84	5.84
Library	12.40	12.35	12.35
Professional Development - Faculty	0.25	0.25	-
Special Instructional Projects	2.00	2.50	2.00
	32.86	31.31	36.74
STUDENT SERVICES			
Academic & Student Affairs Office (formerly OISS)	-	0.20	-
ASLCC Legal Services	1.00	1.00	1.00
Athletics	2.64	2.64	2.95
Bookstore	12.40	12.32	11.35
Child & Family Education (formerly ASLCC Childcare Cooperative)	11.00	5.49	5.17
Conference & Culinary Services	12.19	9.59	11.09
Counseling	27.30	27.25	31.30
Disability Services	5.25	5.25	5.25
English as a Second Language	0.75	-	-
Enrollment Services	24.30	19.09	21.75
Foodservices	10.40	7.12	9.27
Student Financial Services	11.50	15.50	15.00
Student Health	5.29	5.29	5.00
Student Life & Leadership	6.00	5.20	6.00
The Torch	0.67	0.67	1.17
Womens Program	4.38	4.58	6.00
	135.07	121.19	132.29

-Continued-

FTE BY EXPENSE FUNCTION	FY09	FY08	FY07
COMMUNITY SERVICES			
KLCC Administration	11.30	11.33	11.20
	11.30	11.33	11.20
COLLEGE SUPPORT SERVICES			
College Finance	11.60	11.63	12.63
College Operations Office	3.63	3.00	3.25
Curriculum & Scheduling	3.25	3.25	3.75
Employee Wellness	1.00	1.00	1.00
Human Resources	11.20	11.22	14.22
Information Technology	30.00	30.00	29.50
Institutional Research, Assessment & Planning	5.00	5.00	4.50
Lane Community College Foundation	6.00	3.00	3.00
Laundry	3.77	3.89	4.50
Library	0.50	0.50	-
Mail Services	2.63	2.63	2.63
Marketing & Public Relations	1.91	1.90	1.90
President's Office	4.50	4.50	3.50
Printing & Graphics	8.00	7.00	8.00
Public Safety	8.00	10.79	10.59
Staff Health Clinic	2.92	2.92	3.00
Sustainability	3.13	3.13	2.13
	107.04	105.33	108.08
PLANT OPERATIONS & MAINTENANCE			
Facilities Administration	49.20	47.25	51.75
	49.20	47.25	51.75
PLANT ADDITIONS			
Project Management	1.00	1.00	1.00
Small Capital Projects	-	1.00	1.00
	1.00	2.00	2.00
TOTALS	626.97	616.62	657.47

SALARIES PAID FROM MORE THAN ONE SOURCE

	Position Title	Fund	Division/Department	Expense Function	FY09 Adopted Budget	
					Salary Split	Total
1.	Faculty Instructor	1	Curriculum & Scheduling	College Support Services	35,190	
	Faculty Instructor	1	Institutional Research, Assessment & Planning	College Support Services	35,190	
					<u>70,380</u>	\$ 70,380
2.	Faculty Instructor	1	Health Professions	Instruction	52,308	
	Faculty Instructor	1	Cooperative Education	Instruction	13,077	
					<u>65,385</u>	\$ 65,385
3.	Faculty Instructor	1	Cooperative Education	Instruction	39,231	
	Faculty Instructor	1	Social Science	Instruction	26,154	
					<u>65,385</u>	\$ 65,385
4.	Project Coordinator	1	Human Resources	College Support Services	12,224	
	Project Coordinator	1	Special Instructional Projects	Instructional Support	24,448	
	Project Coordinator	1	Professional Development - Faculty	Instructional Support	12,224	
					<u>48,896</u>	\$ 48,896
5.	Faculty Instructor	1	Social Science	Instruction	42,228	
	Faculty Instructor	1	Cooperative Education	Instruction	28,152	
					<u>70,380</u>	\$ 70,380
6.	Faculty Instructor	1	Special Instructional Projects	Instructional Support	32,693	
	Faculty Instructor	1	Social Science	Instruction	32,693	
					<u>65,386</u>	\$ 65,386
7.	Management Administrative	6	Laundry	College Support Services	18,936	
	Management Administrative	9	Specialized Support Services	Instruction	33,358	
					<u>52,294</u>	\$ 52,294
8.	Faculty Instructor	1	Cooperative Education	Instruction	18,276	
	Faculty Instructor	1	Art & Applied Design	Instruction	30,880	
					<u>49,156</u>	\$ 49,156
9.	Faculty Instructor	1	Special Instructional Projects	Instructional Support	25,266	
	Faculty Instructor	1	Art & Applied Design	Instruction	25,266	
					<u>50,532</u>	\$ 50,532
10.	Faculty Nurse	9	Staff Health Clinic	Student Services	29,274	
	Faculty Nurse	9	Student Health Services	Student Services	29,274	
					<u>58,548</u>	\$ 58,548
11.	Management Administrative	1	Academic Learning Skills	Instruction	37,471	
	Management Administrative	1	English as a Second Language	Instruction	37,471	
					<u>74,942</u>	\$ 74,942

SALARIES PAID FROM MORE THAN ONE SOURCE

Position Title	Fund	Division/Department	Expense Function	FY09 Adopted Budget	
				Salary Split	Total
12. Faculty Instructor	1	Social Science	Instruction	28,152	
Faculty Instructor	1	Cooperative Education	Instruction	<u>42,228</u>	\$ 70,380
13. Faculty Instructor	1	Cooperative Education	Instruction	17,595	
Faculty Instructor	1	Art & Applied Design	Instruction	<u>52,785</u>	\$ 70,380
14. Network Administration Spc-I	1	Science	Instruction	51,810	
Network Administration Spc-I	1	Information Technology	Instructional Support	<u>4,689</u>	\$ 56,499
15. Management Administrative	1	President's Office	College Support Services	37,540	
Management Administrative	1	Marketing & Public Relations	College Support Services	<u>37,540</u>	\$ 75,080
16. Administrative Specialist	1	Art & Applied Design	Instruction	20,322	
Archives & Records Mgmt Spec	1	Library	College Support Services	<u>20,322</u>	\$ 40,644
17. Administrative Support Special	1	Academic Learning Skills	Instruction	26,919	
Administrative Support Special	1	Counseling	Student Services	<u>8,973</u>	\$ 35,892
18. Administrative Specialist	1	Continuing Education	Instruction	28,625	
Administrative Specialist	1	Lane Community College Learning Centers	Instruction	<u>9,542</u>	\$ 38,167



APPENDICES

A: FINANCIAL POLICIES

B: LOCAL & REGIONAL INFORMATION

C: ECONOMIC FORECAST

D: FINANCIAL PLANNING

E: LEGAL NOTIFICATIONS

F: GLOSSARY OF TERMS

Financial Policies

Lane Community College Board of Education

Policy A.040: Financial Planning and Budgeting

Financial planning for any fiscal year or the remaining part of any fiscal year shall reflect the Board's end priorities, avoid fiscal jeopardy, and shall be derived from a multi-year plan.

Accordingly, the president shall assure budgeting that:

1. Complies with Oregon Local Budget Law.
2. Contains sufficient information to enable credible projections of resources and expenditures as presented in the Budget Document in accordance with Oregon Local Budget Law.
3. Discloses planning assumptions.
4. Limits expenditures in any fiscal year to conservatively projected resources for that period.
5. Maintains current assets at any time to at least twice current liabilities.
6. Complies with budget and financial policies contained in Section E.

Policy A.050: Financial Conditions and Activities

With respect to the actual, on-going financial condition and activities, the president shall avoid fiscal jeopardy and assure that actual expenditures reflect Board priorities as established in ends policies.

Accordingly, the president shall:

1. Not expend more funds than have been received in the fiscal year to date, except as approved by the Board.
2. Not use any long-term reserves that are not budgeted and appropriated for expenditure.
3. Settle payroll and debts in a timely manner.
4. Assure that tax payments or other government-ordered payments or filings be on time and accurately filed.
5. Make no single purchase or commitment of greater than \$100,000 for goods and services contracts, or \$150,000 for public improvements contracts, without Board approval, except in extreme emergencies.
6. Acquire, encumber, or dispose of real property only with Board approval, except in extreme emergencies.
7. Pursue receivables aggressively after a reasonable grace period.
8. Comply with budget and financial policies contained in Section E.
9. Not contract with the college's independent auditors for non-audit services without prior approval of the Board.

10. Provide the following annual certifications, by the president and by the Vice President for College Operations, to the Board upon receipt of the audited financial statements:
 - A. He/she has reviewed the annual audit report;
 - B. Based on his/her knowledge, the report does not contain any untrue statement of a material fact or omission of a material fact that makes the financial statements misleading;
 - C. Based on his/her knowledge, the financial statements present in all material respects the financial condition and results of operations.
11. Establish and maintain an adequate internal control structure and procedures for financial operations and reporting.

Policy A.070: Asset Protection

The president shall assure that assets are protected, adequately maintained, and not placed at risk.

Accordingly, the president shall:

1. Insure against theft and casualty losses and against liability losses to Board members, staff, and the organization itself in an amount similar to the average for comparable organizations.
2. Prevent uninsured personnel from access to material amounts of funds.
3. Assure that plant and equipment are not subjected to improper wear and tear or insufficient maintenance.
4. Assure that the organization, its Board, or staff, are not unnecessarily exposed to claims of liability.
5. Assure that every purchase: a) includes normally prudent protection against conflict of interest; and b) of over \$100,000 for goods and services contracts, or \$150,000 for public improvements contracts includes a stringent method of assuring the balance of long-term quality and cost.
6. Protect intellectual property, information, and files from loss or significant damage.
7. Receive, process, or disburse funds under sufficient controls to meet the Board-appointed auditor's standards.
8. Invest or hold operating capital in excess of daily requirements in accordance with ORS 294.035.
9. Not endanger the organization's public image or credibility, particularly in ways that would hinder the accomplishment of its mission.
10. Not name a building, substantial parts of buildings, or significant landscape features of Lane Community College without prior approval of the Board; and, when a building has substantial support from a donor, without prior involvement of the Foundation.

Policy B.060: Board Duties and Responsibilities: Budget Making

The Board of Education has the responsibility to:

1. Adopt the annual budget before July 1 of the budget year.
2. Act as the levying Board in the budget process.
3. Assist in presenting the needs of the college to the public and assist in the adoption, through the formulated budget process, of a budget that will address these needs.
4. Appoint the seven members with whom they shall serve jointly as the budget committee.
5. Review student tuition rates annually.

Policy B.080: Budget Officer

The president or designee shall serve as budget officer. The budget officer shall be responsible for preparation and maintenance of the budget document in compliance with Local Budget Law [ORS 294].

Policy B.090: Budget Preparation and Adoption

At the direction of the Board of Education, the president shall study budget needs and prepare recommendations on programs and services for budget committee consideration. The recommendation of advisory committees and interested citizens and organizations within the College District shall be considered by the president in developing the budget document.

The college budget shall be prepared and adopted in compliance with Oregon Local Budget Law (ORS 294).

Policy C.040: Borrowing

The Board may authorize borrowing for the college, in compliance with state laws, by resolution stating the upper limit to be obligated at any one time. The president or designee may initiate emergency borrowing prior to Board approval should a quorum of the Board not be available to authorize borrowing.

Policy D.110: Tuition

In order to maintain a constant tuition rate relative to inflation each December, the Board will adjust the per credit tuition rate to reflect changes in an appropriate index for two-year public colleges since the last tuition adjustment. The rate will be rounded to the nearest half-dollar and become effective the following academic year (Summer Term).

Periodically and as needed, the Board will review Lane's tuition rates to ensure: a) that tuition revenues are appropriate for the needs of the district and, b) that Lane's tuition is comparable with other Oregon community colleges that are similar to Lane in terms of student FTE and instructional programs.

Policy E.010: Definition of a Balanced Budget

The Board directs the president to develop annual budget recommendations that are in accordance with the college's strategic plan and conform to the requirements of Local Budget Law (ORS 294.326). The budget shall provide for:

- Annual operating expenditures not to exceed projected revenues (Expenditures shall be budgeted according to the college's strategic priorities).
- Debt service, both current (due in less than 12 months) and long-term.
- Reserves for maintenance and repairs to its existing facilities.
- Reserves for acquisition, maintenance and replacement of capital equipment.
- Reserves for strategic capital projects.
- Funding levels to fulfill future terms and conditions of employment, including early retirement benefits.
- Allocations for special projects related to the strategic directions of the college.
- Allocations for contingencies (unforeseen events requiring expenditures of current resources).
- Ending Fund Balances (according to policies set specifically for that purpose).

Lane has a further responsibility to:

- Plan how it will spend any "one-time" unanticipated revenue, allocating it strategically and prudently between:
 - The restoration of any shortfall to targeted ending fund balances,
 - Currently unfunded projects in the strategic plan, and/or
 - Holding some or all of it in reserve during financially volatile periods.
- Permanently stabilize its finances in their entirety (operating budget, reserves, contingencies and ending fund balances) when it perceives a long term change (increase or decrease) to its available future recurring resources.

Policy E.020: Unappropriated Ending Fund Balance

The president shall assure budgeting that maintains the estimate of unappropriated ending fund balance at no less than three percent of the general fund operational expenditure budget.

Policy E.030: Ending Fund Balance

Lane Community College shall maintain an "unrestricted" General Fund Ending Fund Balance equal to approximately 5% of total budgeted expenditures. This amount shall be considered a "target" and the target range may fluctuate up to 1% above or below the target from year to year depending on financial conditions and the needs of the college.

The Ending Fund Balance target shall include the Unappropriated Ending Fund Balance (UEFB) as set by Board Policy E.020. When the Ending Fund Balance falls to 4% or less, the college shall adopt a plan to replenish the Ending Fund Balance to 5% within two years. When the Ending Fund Balance exceeds 6%, the excess shall be set aside for investment in one-time expenditures.

If the total Ending Fund Balance (including restricted) falls to levels that require short-term borrowing, the levels set by this policy shall be automatically reviewed and adjusted as necessary.

Policy E.040: Stabilization Reserve Fund

The Board may require the president to establish a separate “reserve fund” (as described in ORS 341.321 and ORS 294.525) for the purpose of providing short-term stabilization in anticipation of possible shortfalls in revenue.

A Stabilization Reserve Fund may be established under one or more of the following circumstances:

- State budget appropriations for community colleges are not approved by the time the college budget is approved and adopted.
- A situation exists where significant changes in enrollment are possible but not reasonably predictable.
- When any major revenue source has a reasonable possibility of decreasing after the college budget is approved and adopted.
- When any operating expenditure that is beyond the control of the college could reasonably be expected to increase after the college budget is approved and adopted.
- Any other situation in which the Board determines that there is a reasonable expectation that major shifts in revenue or expenditures could occur during the budget year.

Stabilization reserve levels:

- Minimum reserve levels shall be at the discretion of the Board under advice from the Budget Committee and the president.
- Maximum reserve levels shall be no more than the maximum reasonably estimated shortfall at the time of the adoption of the budget.

Stabilization reserves will be reviewed annually as part of the budget development process. The Stabilization Reserve Fund shall be closed out when the Board determines that the precipitating threat to revenues and/or expenditures no longer exists. As long as the conditions exist that caused the fund to be established, the funds shall be kept in reserve for the purpose intended. If and when the fund is closed out, any remaining balance shall be released for use as a resource in the General Fund.

Policy E.050: Capital Reserve Funds

The college shall establish and maintain separate “reserve funds” (as described in ORS 341.321 and ORS 294.525) in Capital Projects Fund IV for the following purposes:

1. To replace capital equipment that is broken or beyond its useful life as determined by the Capital Assets Replacement Forecast;
2. To maintain and repair college facilities according to the Major Maintenance Schedule;
3. To maintain and upgrade the college’s information/telecommunications system according to planning schedules maintained by Information Technology;
4. To build new instructional facilities and/or to purchase property that facilitates planned long-term growth of the college.

Appropriate levels of funding for reserves will be determined using existing college decision-making structures. The president will make recommendations to the Board of Education for approval to establish and fund these reserves.

Optimal funding levels will be determined using benchmarks, professional standards and best practices from other colleges and adapting these to Lane’s specific situation. It is expected that full funding of these reserves will take place over a number of years and that annual transfers to these reserves will be budgeted from the General Fund and other sources as appropriate.

As required in ORS 294.525, the Board shall periodically review the reserve fund “and determine whether the fund will be continued or abolished.” While ORS 294 allows review to take place every 10 years, reserve funds established under these policies shall be reviewed (a) annually by the president; and (b) at least every three years or more frequently as determined by the Board.

As allowed in ORS 294.525, the Board may determine at any time that a reserve fund is no longer necessary or that some or all of the reserves may be transferred to the General Fund.

Policy E.060: Budgeting of Non-Recurring Resources

Non-recurring resources are resources that are not part of an annual revenue stream. Non-recurring resources include but are not limited to such categories as:

- Fund balances (i.e., “carryover”)
- Reserves
- One-time grants or awards of money
- Funds withheld from annual budget allocations (e.g., funds held back from annual General Fund transfer to Capital Repair & Improvement)
- Special allocations from the State (e.g., allocations from the Emergency Board)
- Other special allocations (e.g., “seed money” for a project)

Non-recurring resources shall not be budgeted for ongoing recurring expenditures.

Non-recurring resources may be allocated for one-time expenditures including but not limited to the following:

- Capital equipment
- Capital construction
- Investment in a new program or service that will move to recurring funding sources after a specified trial period
- Projects related to the strategic directions of the college.

However, the college shall not rely on non-recurring resources for funding ongoing needs such as major maintenance and equipment replacement.

Policy E.070: General Fund Contingency

Board Contingency:

The annual budget shall set aside approximately one-half percent (0.5%) of the budgeted revenues each year for Board Contingency. Use of Board Contingency shall be at the discretion of the Board of Education and shall be allocated by formal approval of the Board according to its policies.

Administrative Contingency:

Administrative Contingency shall be approximately one percent (1%) of the budgeted revenues each year. Administrative Contingency shall be allocated by approval of the president.

Policy E.080: Interfund Transfers

All transfers between funds shall be in conformance with ORS 294.361. The Budget Document shall clearly show for each fund the amount, origin and destination of each transfer. Accompanying documentation shall list the specific purposes for each transfer.

Transfers from the General Fund to other funds (except Fund IX-Special Revenue Admin Restricted) shall be for the following purposes:

- Debt service on an obligation incurred as a part of normal operations of the college;
- Goods and services provided to General Fund units by units in other funds;
- Construction, maintenance and acquisition of facilities and/or real property used by the college in support of its mission;
- Acquisition of capital equipment for use by the college in support of its mission;
- Matching funds for grants and contracts;
- Operation of certain financial aid functions and matching funds required for financial aid grants;
- Contractual and legal obligations to employees and retirees for compensation and benefits;
- Other needs as deemed appropriate and necessary by the Board for fulfilling the obligations of the college.

Since Fund IX contains units that could be considered general operations of the college, the boundary between the General Fund and Fund IX is more “permeable.” While units in Fund IX primarily rely on designated revenues, transfers from the General Fund may be used to augment the resources for any or all of these units. The level of funding through General Fund transfers to Fund IX is at the discretion of the Board under advice from the Budget Committee and the president.

Policy E.090: Interfund Loans

Loans from one fund to another shall conform to the requirements of ORS 294.460 and be authorized by the Board of Education. Interfund loans may not be from: a Debt Service fund, a Financial Aid fund, employee/retiree benefit funds, or funds legally restricted to specific uses. Repayment of the loan must be budgeted according to an approved schedule and at a stated rate of interest.

The full repayment of interfund loans shall occur no later than:

- Five years from the date of the loan, if the funds are to be used to acquire or improve real or personal property, or
- June 30 of the fiscal year following the year in which the loan was authorized, if the funds are to be used for operating purposes.

Policy E.100: Debt Issuance and Management

The president shall ensure that sufficient funds are available to meet current and future debt service requirements on all indebtedness, while adequately providing for recurring operating requirements. The issuance of debt limits the college's flexibility to respond to future learning priorities; consequently, the college shall issue and manage debt in a manner which maintains a sound fiscal position, protects its creditworthiness and complies with ORS 341.675 and ORS 341.715.

To meet the objectives of this policy the president shall ensure that the college incurs and services all debts in a manner that will:

- Maintain a balanced relationship between debt service requirements and current operating needs.
- Maintain and enhance the college's ability to obtain access to credit markets, at favorable interest rates, in amounts needed for capital improvements and to provide essential learning services.
- Prudently incur and manage debt to minimize costs to the taxpayers and ensure that current decisions do not adversely affect future generations.
- Preserve the college's flexibility in capital financing by maintaining an adequate margin of statutory debt capacity.

The Board shall approve borrowing as described in Board Policy C.040. Long-term debt (due more than a year in the future) shall not be issued to fund normal operating needs.

See also Debt Policy.

Policy E.110: Financial Reporting

Lane's annual audited financial statements shall conform to generally accepted accounting principles. Applicable professional accounting standards and guidance shall be incorporated into Lane's financial statements.

Debt Policy

The current debt obligations were entered into following policies and procedures as prescribed by Oregon Revised Statutes, and the Lane Community College Board of Education Policy E.100. 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.

The Board of Education Policy E.100: Debt Issuance and Management is presented in its entirety in Appendix A: Financial Policies, on the previous page.

Legal Debt Limit: The Lane 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 \$48,272,185,611. 1.5% of that figure is the maximum legal bonded indebtedness available to Lane Community College, or \$724,082,784. Lane's total bonded debt subject to the limitation is \$5,545,000, which is approximately .8% of the legal limit.

Lane Community College will be placing an \$83 million bond measure on the November 2008 ballot. This bond will fund necessary facilities renovations, upgrades and remodels for workforce training and education. The bond creates a unique opportunity to upgrade the community's workforce training facilities by continuing the same level of tax investment of approximately 25 cents per \$1,000 assessed property value from the 1995 bond, which retires in 2009. For additional information, see Appendix D: Financial Planning/Bond Planning later in this document.

The Debt Service Fund (Fund III) 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.

Obligation	Purpose	Issued Date	Interest Rate	Maturity Date	Balance July 1, 2007	Principle Due Within Current Year	Interest Due Within Current Year
General Obligation Bonds Payable	Facilities Construction and Improvements	1995	4.85% - 5.30%	2009	\$5,545,000	\$5,545,000	\$277,250
Pension Bonds Payable	PERS Contribution: Cost Sharing	2003	2.73% - 6.25%	2028	\$52,593,704	\$1,580,000	1,529,250
Financing Agreement Note	Fund Outstanding Indebtedness	2001	4.70%	2012	1,040,000	\$260,000	\$42,770

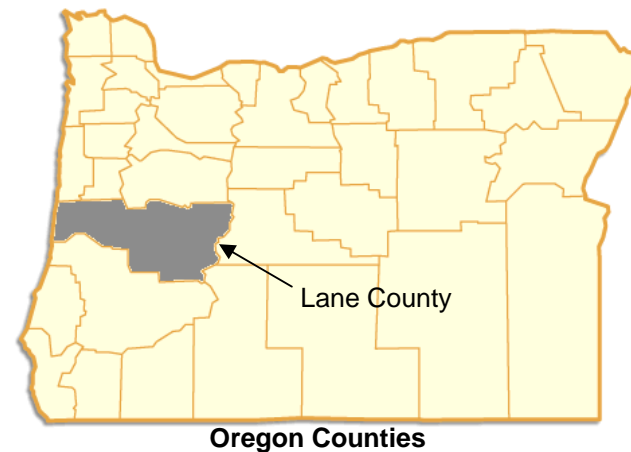
Local and Regional Information

Lane County, Oregon

Lane County was established in 1851. Covering 4,620 square miles from the Pacific Ocean to the Cascade Mountains, the county has three unique climate zones: the Willamette Valley, the Coast, and the Cascade Mountains. Although 90 percent of Lane County is forest land, Eugene and Springfield comprise the second largest urban area in the state (second to Portland). Lane County is renowned for its beautiful topography and climate and outdoor recreational opportunities.

Lane County Fast Facts:

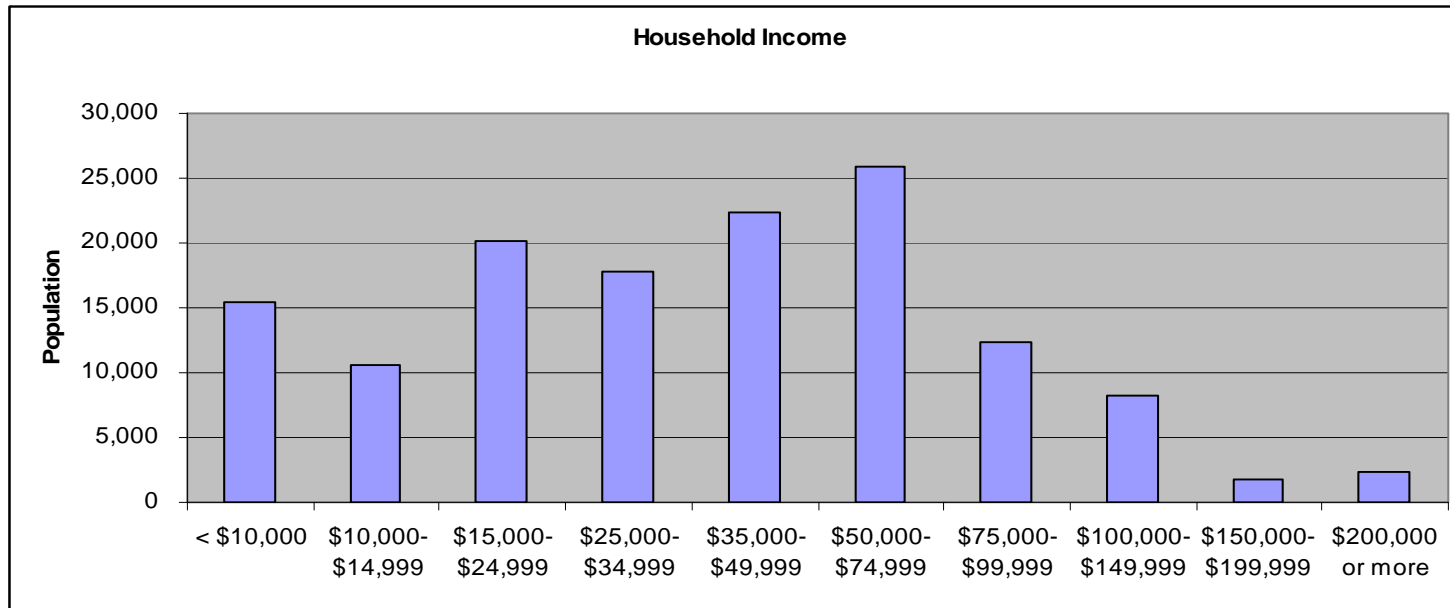
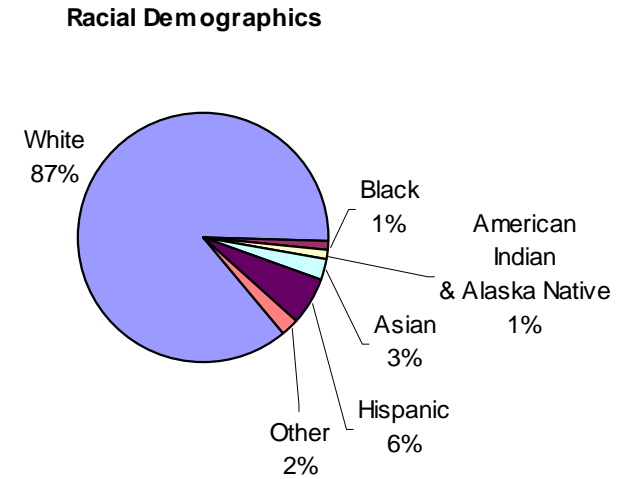
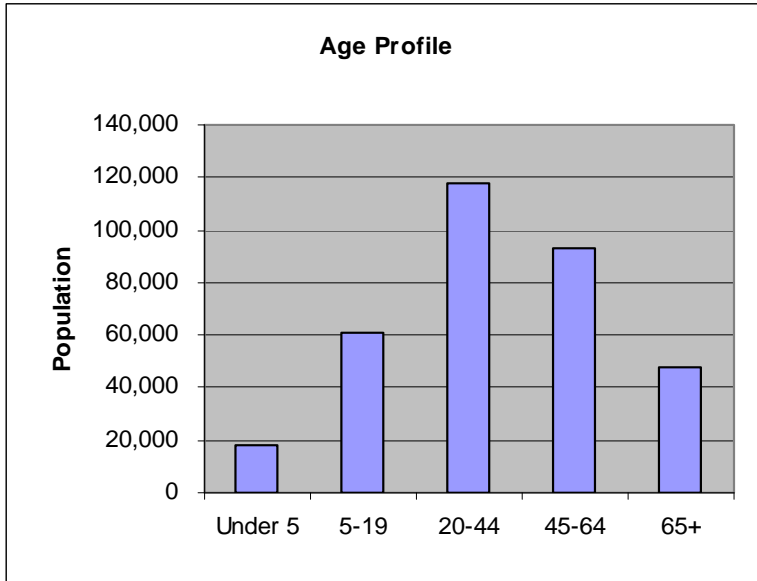
- County Seat: Eugene, Oregon
- Average Temperatures: January: 40° , July: 70°
- Annual Precipitation: 46"
- Population: 337,870
- Median Age: 38
- Assessed Value: \$16,744,937,718
- Real Market Value: \$22,628,274,669
- Principle Industries: Agriculture, Higher Education, High Technology, Forest Products, Recreation, RV Manufacturing, and Tourism.



Economic Indicators:

Indicator	Lane County	Oregon
Average Annual Payroll Per Employee	\$37,905	\$42,568
Labor Force	172,700	1,916,418
Median Home Value	\$141,000	\$152,100
Median Household Income	\$37,905	\$42,568
Non-Farm Payroll Employment	123,065	1,409,576
Number of Business Units (2002)	28,639	299,505
Per Capita Personal Income	\$22,461	\$24,481
Population	337,870	3,700,758
Unemployment Rate	5.2%	5.3%

Sources: www.quickfacts.census.gov, www.factfinder.census.gov, www.pnreap.org, www.qualityinfo.org, www.co.lane.or.us



Sources: www.quickfacts.census.gov, www.factfinder.census.gov, www.pnreap.org, www.qualityinfo.org, www.co.lane.or.us

Economic Forecast

State of Oregon Office of Economic Analysis
June 2008

Executive Summary

Oregon Economic Forecast

The December 2007 edition of this forecast reported job losses for the third quarter of 2007, the first quarterly loss of jobs in four years. After job number revisions released in late February 2008, the third quarter of 2007 was revised upward for a gain of 0.9 percent. With the most recent quarter coming in at 1.7 percent job growth for the first quarter of 2008, jobs have increased every quarter for the past 19 quarters. But the rate of job growth has definitely slowed. On a year-over-year (Y/Y) basis, jobs increased in the first quarter by 0.9 percent, much slower than the average Y/Y pace of 2.7 percent from 2004 to 2006.

The US economy is very near recessionary conditions. Forecasting firms Global Insight and Moody's Economy.com both state the US economy entered a recession either very late 2007 or this first quarter of 2008. In April, more than half the panelist on the Blue Chip Economic Indicators survey view the US economy as being in recession or soon will be. Jobs in the US have declined the last four months starting with January 2008. Both housing and energy issues are weighing in on financial markets and consumers. With consensus and data essentially agreeing that the US economy is in recession, the question for going forward is now "how long and how deep".

The view for Oregon is similar. Post WWII, Oregon has never failed to follow the US business cycle. The depth and duration of expansions and downturns have been different. The two most recent US recessions, 1991 and 2001, show this difference. In 1991, job losses in the Oregon economy were only 1.6 percent, close to the US average. The story was reversed in 2001 when Oregon lost jobs at a rate of 4.0 percent, higher than the US average. The duration of job loss in Oregon in 1991 was relatively short at around 8 months, while the 2001 downturn stretched into 31 months.

OEA views the current downturn to be closer to the 1991 rather than the 2001 recession. A number of points for this view were expressed in the March 2008 Oregon Economic and Revenue Forecast. The crucial assumptions are: a mild recession for the US economy, a relatively milder downturn in the Oregon housing market (fewer foreclosures, less price depreciations, relatively smaller supply overhang), and continued strength in foreign exports. Oregon is not immune from a US recession as the slowdown in growth and lost jobs in various sectors makes this point evident. But the depth and duration of this downturn should not be as severe as at the start of this decade.

OEA forecasts a decline of 0.6 percent growth for the second quarter of this year. Job growth will essentially be flat for the second half of 2008 with moderate growth for 2009. Annual average job growth is forecasted to be 0.6 percent in 2008 and 0.7 percent in 2009.

The wood products sector is projected to loose jobs at a rate of 5.6 percent in 2008 and 1.7 percent in 2009. As the housing market improves into 2010, wood products jobs should grow 3.8 percent.

Computer and electronic equipment sector will see job declines of 3.1 percent in 2008 and 2.1 percent in 2009.

This will still be a tough year for transportation equipment sector with job losses of 6.7 percent and further losses of 1.4 percent in 2009.

Sources: www.oregon.gov/DAS/OEA/docs/economic

The outlook for metals and machinery manufacturing is for continued growth through 2008 with job increases of 2.6 percent followed by slower pace with job growth of 1.8 percent in 2009.

Employment in food processing is forecast to increase 3.5 percent in 2008 and 1.9 in 2009.

Construction employment is projected to decrease annually by 8.0 percent in 2008 and 2.3 percent in 2009.

Trade, transportation, and utilities sector employment will increase by 0.5 percent during 2008 followed by 0.7 percent growth in 2009.

The information sector, which includes traditional publishers such as newspapers and publishers of software, has slower growth moving into 2008 with a projected job gain of 1.4 percent. Continued slow growth should prevail with job gains of 0.4 percent in 2009.

The financial activities sector is expected to lose 1.9 percent of its workers in 2008 and then a mild addition of 0.7 percent in 2009.

Professional and business services are projected to grow 2.1 percent in 2008 and 2009.

Education and health services will grow 3.9 percent in 2008 and 2.6 percent in 2009. Health services are the underlying growth for this sector.

Leisure and hospitality is projected to grow 3.1 percent in 2008 and 0.6 percent in 2009.

The government sector will increase by 1.7 percent in 2008 and 0.7 percent in 2009. State government employment is expected to increase by 1.0 percent in 2008 and 0.2 percent in 2009. Local government employment is expected to increase by 1.8 percent in 2008 and 1.0 percent in 2009.

Forecast Risks

The forecast projects a slowing Oregon economy in 2008 which continues into the first half of 2009 with mild growth in the second half. This outlook faces heightened risks for a much deeper downturn in 2008 and 2009.

With the national economy going through a slowdown in the first quarter of 2008, the risks are higher from any disturbances that could throw the economy off track. The same major drag for the slowdown, a slowing housing market, could hurt the economy further when it is most susceptible. The credit crunch and the ensuing instability in the global financial market bring added uncertainty. Businesses are nervous about potential repercussions from the turmoil in the financial markets across the world. Any geopolitical disruptions during this time would be more harmful than when the economy is stronger.

Despite good headline inflation numbers, inflation pressures still exist. The Fed continues to warn about a potential flare-up in inflation pressure. The expectation is that the softening economy will ease inflation pressures. However, sharply higher oil and gasoline prices coupled with a sharp rise in food prices will add inflationary pressure. A weaker dollar may contribute to price pressure through a run-up in import prices.

The housing market in Oregon and the U.S. continue to work off excesses accumulated in the past housing boom. Building permits and housing starts are sharply down. In fact, both have declined more than expected. With declining sales, home prices are coming down at the national level. While house price appreciation has continued in Oregon, some parts of the country have seen house prices drop substantially. House prices will continue to soften in most regions. Negative wealth effect from lower house values and less mortgage equity withdrawal will dampen consumer spending. There is a risk that the housing market may deteriorate worse than expected.

The subprime mortgage problem has led to bankruptcies and huge write-offs in the financial industry. While the credit squeeze continues for some borrowers, short-term financing through the commercial paper market has begun to stabilize. Stricter lending standards also limit credit access, but qualified borrowers continue to enjoy stable financing.

Record oil prices remain a substantial risk. So far, the world economy has withstood the attack of high oil prices remarkably well. Still, there is no question that high oil prices are a significant threat to the already soft U.S. economy.

A variety of factors could disrupt oil supplies, and higher energy prices cannot be ruled out. Crude oil prices continue to hover around record levels. The global supply is still tight, and demand is still strong, particularly from China and the rest of Asia. Geopolitical tensions continue to exist, and there is always room for speculative attacks. There is an indication that current oil prices are being partly supported by speculators.

The federal stimulus checks should mildly boost growth in the second half of 2008. But risks remain that once the stimulus checks are over, the economy will sink back into very low growth or recession in 2009.

We will continue to monitor and recognize the potential impacts of these risk factors on the Oregon economy. We have identified the major risks now facing the Oregon economy in the list below:

- *Contagion of the credit crunch and financial market instability.* The current instability in the financial market is weighing on business confidence, which may lead businesses to change their capital spending plans. The central banks are ready to inject more money to alleviate short-term credit problems, and their measures have been successful so far. At the same time, the Fed has lowered interest rates to stimulate the economy.
- *A further worsening in the housing market.* Low interest rates and easy lending standards have aided a boom in home purchases and mortgage refinancing. With the subprime mortgage problem spreading and tighter lending standards in place, the mortgage market is not as conducive to residential real estate activity as in the past. Any drop in house price appreciation coupled with a large drop in mortgage equity withdrawal will slow down consumer spending. The Oregon housing market could be adversely impacted by a major housing correction in California and the rest of the nation. Continued gains in employment and personal income will be needed to keep consumer spending from falling. The federal fiscal stimulus package should help alleviate the slower consumer spending.
- *Loss of federal timber payments to Oregon counties.* A one year extension of federal timber payments will expire at the end of fiscal year 2007. Thirty-one counties would be affected by the loss of \$282 million in funding, especially impacting Douglas and Lane counties. Loss of public services could have adverse impacts on economic activity.
- *A major deceleration in the U.S. economy and a global downturn triggered by the U.S. slowdown.* The U.S. economy has been an important engine of growth for the global economy. Thanks to a strong global economy, the chances are lower that the U.S. slowdown will set off a global downturn. The rest of the world is growing nicely even with a soft U.S. economy, but if the U.S. economy falters even more, the whole world will surely feel the impact. Asia in particular will be severely affected due to its large exposure to the U.S. economy.

- *A sharp fall of the U.S. dollar.* Depreciation of the dollar against foreign currencies promotes U.S. exports as U.S. products become more price-competitive (or less expensive). Oregon's manufacturing sector has a large dependency on international markets. If the U.S. dollar falls too quickly, this could harm Oregon's trading partners because the lower dollar makes imports more expensive to U.S. consumers. As U.S. trading partners export less to the U.S., their economies may weaken and lower their demand for Oregon products. In the end, a controlled lowering of the U.S. dollar is most beneficial to the Oregon economy.
- *A sharp and major stock market correction.* This would slow consumer spending. Lower stock prices could also limit the ability of businesses to raise necessary capital in the equity markets.
- *A hard landing in China.* The Chinese economy is growing very fast. Building construction and other business investments are largely responsible for this economic growth. Inflationary pressure is strong. The central government's efforts to curb growth have produced minimal success. Limited experience in macro policymaking may result in an undesirable set of policy measures. A major slowdown in China will hurt most Asian economies, along with commodity exporting countries, including Canada. Given that Canada and Asian countries are the major destinations of Oregon's manufacturing exports, the manufacturing sector would be negatively impacted.
- *Geopolitical risks.* Uncertainty still abounds in Iraq. Tensions with Iran and heightened security risks weigh on businesses and consumers. Disruptions in travel, oil supplies, and consumer confidence could be severe. The drop in business activity could deepen if this uncertainty persists or if the transition out of the Iraq war goes badly for the U.S. The winding down of military expenses will not greatly impact Oregon. There is also an upside risk that the transition will go more smoothly than anticipated, and stability in the Mideast will provide a stronger than forecasted stimulus to the economy.
- *Inflation and Federal Reserve Bank reactions.* A growing economy with surging energy costs is a formula for inflation. Even with a slowing economy, higher inflation than forecasted may force the Federal Reserve to raise interest rates more quickly and to higher levels. This action could further slow the U.S. economy and in turn slow down the Oregon economy as higher interest rates hurt consumers and businesses.
- *Rising regional energy prices.* More businesses may slow production and lay off workers. A geopolitical incident could dramatically disrupt gasoline and natural gas prices. Regionally, electricity generation is subject to weather patterns and natural gas prices. As demand surpasses the available capacity of hydro generation, electric generation may move towards natural gas-powered turbine engines. Higher electricity prices could result because they are pegged to natural gas prices.
- *Initiatives, referendums, and referrals.* Generally, the ballot box brings a number of unknowns that could have sweeping impacts on the Oregon economy.

Demographic Forecast

Oregon's estimated population on July 1, 2007 reached 3,745,455. That was an increase of 1.5 percent over the 2006 population. The recent growth since 2005 is considerably higher than the 1.1 percent annual average growth rate between 2000 and 2005. Overall, population change since 2000 is much lower than the rate of growth of well over 2.0 percent during the early 1990s. Oregon's population will continue to grow at a moderately high rate in the near future. Based on the current forecast, Oregon's population will reach 4.165 million in the year 2015 with an annual rate of growth of 1.3 percent.

Oregon's economic condition heavily influences the state's population growth. Its economy determines the ability to attract job seekers from other states and beyond. As Oregon's total fertility rate remains below the replacement level, long-term growth comes from net in-migration. Working age adults come to Oregon as long as we have good economic and employment situations. The net migration during the 1980s, which included a major recession, contributed to 22 percent of the population change. On the other extreme, net migration accounted for 73 percent of the population change during the booming 1990s. This share of migration declined to 57 percent in 2002. As a sign of modest economic gain, the net migration will account for nearly 64 percent of the population change in the near future.

Growth in all age groups will show the effects of the baby-boom and their echo generations during the period of 2007-2015. It will also reflect demographics impacted by the depression era birth cohort combined with migration of the working age population and elderly retirees. After a period of slow growth in the past, the elderly population (65+) growth has picked up in pace and will surge as the baby-boom generation starts to enter this age group. The annual growth of the elderly population will exceed 3.0 percent during the forecast horizon as the boomers continue to enter retirement age. The youngest elderly (aged 65-74) will grow at an extremely fast pace due to the direct impact of the baby-boom generation entering retirement age. The elderly aged 75-84 will shrink in numbers until 2009, as the depression era birth-cohort will dominate this group. The oldest elderly (aged 85+) will continue to grow at a moderately high rate due to the combination of cohort change, continued positive net migration, and improving longevity. However, the annual growth rate will continue to taper as the depression era small birth cohort transitions from the younger age group.

As the baby-boom generation matures, the once fast-paced growth of population aged 45-64 will gradually taper to nearly a 0 percent rate by 2012. The young adult population (aged 18-24) will grow at an average of 0.3 percent annually, considerably slower than the rate averaging 1.1 percent experienced between 2000 and 2007. This will ease the pressure on public spending on college education. Children under the age of five show a high rate of growth after a slow growth period in the recent past. The K-12 population (aged 5-17) will show very slow growth which will translate into slow growth in school enrollments. The 25-44 age group population has reversed the several year trend of decline. The decline was mainly due to the exiting baby-boom cohort. This age group has seen positive growth starting in the year 2003 and will approach 1.4 percent annual growth by the year 2011.

Revenue Forecast

The forecast for General Fund revenues for the 2007-09 biennium is \$13,016.7 million, an increase of \$91.2 million from the March 2008 forecast. The increase is the product of unique circumstances in personal income taxes, rather than an indication of stronger-than-expected economic conditions. In the absence of these countervailing receipts, the forecast would be down slightly. Including the beginning balance of \$1,436.7 million, total available resources amount to \$14,091.9 million, a decline of \$46.9 million from the Close of Session forecast. The projected ending balance for 2007-09 equals \$143.0 million, \$114.2 million above the March 2008 forecast.

Total General Fund revenues will increase 20.7 percent to \$15,706.3 million in 2009-11. Personal income tax growth of 23.4 percent, which will raise collections to \$13,952.1 million, is due in part to the \$1.084 billion kicker rebate distributed in the prior biennium. In addition, the sunset of the Bush tax cuts in 2011 are expected to have a short-run positive impact on personal income taxes, particularly through capital gains realizations. Corporate income taxes will grow 9.1 percent to \$881.8 million, an inflated rate of growth due to the accelerated depreciation allowed by the Economic Stimulus Act of 2008. All other revenues will reach \$872.3 million, mildly below the prior biennium's level.

General Fund revenues will total \$17,708.1 million in 2011-13, an increase of 12.7 percent from the prior period. For the 2013-15 biennium, General Fund revenues will equal \$20,013.1 million, a 13.0 percent increase from the prior biennium.

Projected lottery earnings will total \$1,339.3 million, an increase of \$9.0 million from the prior forecast. The gain was split evenly between traditional projects and video lottery. Including the beginning balance and other earnings, total available resources equal \$1,417.5 million.

During the Special Session in February 2008, the legislature increased the lottery fund allocation to the State School Fund by \$20.0 million. The current forecast for the ending balance in the Economic Development Fund is \$11.7 million.

Lottery earnings are expected to grow 2.6 percent to \$1,374.5 million for the 2009-11 biennium. The weak growth is the result of an absence of administrative savings for the biennium, compared with \$60.9 million in the current biennium. Video lottery earnings will increase 8.8 percent, while traditional products will decline slightly. Total available resources will amount to \$1,390.7 million.

Lottery earnings will amount to \$1,553.8 million in 2011-13, a 13.0 percent increase over the previous biennium. Including interest earnings, available resources will total \$1,559.8 million. For the 2013-15 biennium, lottery earnings will climb to \$1,740.9 million while available resources will equal \$1,746.9 million.

Long-Range Financial Plan

Lane Community College
2008–2012

Section I: History and Long-Term Economic Environment

Lane Community College confronts challenges and opportunities, unique in its history, as it develops a strategic financial plan for the next three years. The economic environment is much more volatile than in 1990 when local property taxes provided 41% (versus 16% for FY08) of our revenue. The passage of Ballot Measures 5 and 50 has reduced the level of local resources so that state funding has become our largest resource. In turn, the State of Oregon's largest revenue source, the income tax, is sensitive to the national and global economic conditions.

When the American economy went into recession after the financial markets' decline in 2001, Lane was immediately, adversely affected by the State's inability to sustain funding levels. To mitigate immediately necessary educational program reductions, Lane has found it necessary to nearly double tuition since 2002. This substantial tuition increase has resulted in slightly reduced enrollment. Between 1996 and 2002 student FTE rose from 12,007 to 13,265, but has since declined 20% to 11,069 for 2007-2008. Since Lane County's population has grown significantly during the same period, it appears that increased costs have affected accessibility of education.

Lane's increasing reliance on state funding and the world economy has had other consequences. The college's share of state aid is determined by an agreed-upon community college funding formula which must balance the competing needs of large and small community colleges and rapidly growing districts and those with no growth. As the economic characteristics and competing interests of individual community college districts change, Lane has to expect that its share of state funding will change, perhaps unexpectedly and substantially. For example, Lane was confronted with an unanticipated PERS liability in excess of \$69 million when the financial markets rapidly declined in 2001. In long-range financial planning we need to consider strategies to address future contingencies, like the PERS liability, about which we have no present knowledge.

Section II: Budget Assumptions and Projections

A. Revenues

1. State Sources

The projections for FY09 of \$31.6M are based on the Community College Support Fund (CCSF) funding distribution formula.

2. Local Property Taxes

Property tax revenues are projected using statistical trend analysis based on historical data. The annual increase historically averages 3.5%. The recent loss of a major employer and declining property values are likely to slow increases in the near future. Property tax increases are capped by the ballot measures mentioned above.

3. Tuition

- a) Tuition revenue estimates are based on enrollment projections developed by Lane's Institutional Research, Assessment & Planning Department. Tuition revenues include tuition generated by Fund IX instructional units.
- b) For FY06 and beyond, inflation adjustments use the average annual percentage increase in the Higher Education Price Index (HEPI) of the previous year. The 2008 HEPI Index is 3.6%.

4. Instructional Fees

Projections for instructional fees use predicted expenditures based on historical trend analysis. All instructional fees are administratively restricted revenue, i.e., fees are tied to specific direct instructional expenditures and are not available for general allocation.

5. Other Sources

Other miscellaneous sources of revenue are projected to add approximately \$6 million, \$4.3 million of which is restricted for specific uses and not available for general allocation.

B. Expenditures

- a. Personal Services expenditures for FY09 are based on actual position lists. Budgeted figures are used for part-time compensation projections in FY09. Personal Services expenditures for FY09 and beyond use the salary schedule, contracted step increases plus estimated COLA increases each year.
- b. OPE rate is recalculated every year using projected costs of benefits. The primary variable is increases in health premium costs.

1. Materials & Services

Projections use historical trend analysis to predict M&S expenditures.

2. Contingency

By Board Policy, the Unappropriated Ending Fund Balance (UEFB) is set at 3% of budgeted General Fund expenditures. According to Local Budget Law, the UEFB budgeted for the current year may not be expended except under extraordinary circumstances and therefore will be part of the total Ending Fund Balance, and a resource for the ensuing year (Net Working Capital Unrestricted and part of the Beginning Fund Balance). On projection spreadsheets, the UEFB amount is added back to the projected Ending Fund Balance as "Minimum Fund Balance (not available for appropriation)."

C. Other Financing Sources

Transfers In and Out are projected using historical trend analysis.

D. Fund IX – Administratively Restricted

Fund IX was created in the FY03 budget to separate from the General Fund those units that rely entirely or primarily on resources other than state revenues, local property taxes and other general use revenues. For the purposes of maintaining historical trends and in order to properly monitor these units, Fund IX revenues and expenditures are included in budget projections.

Section III: Issues

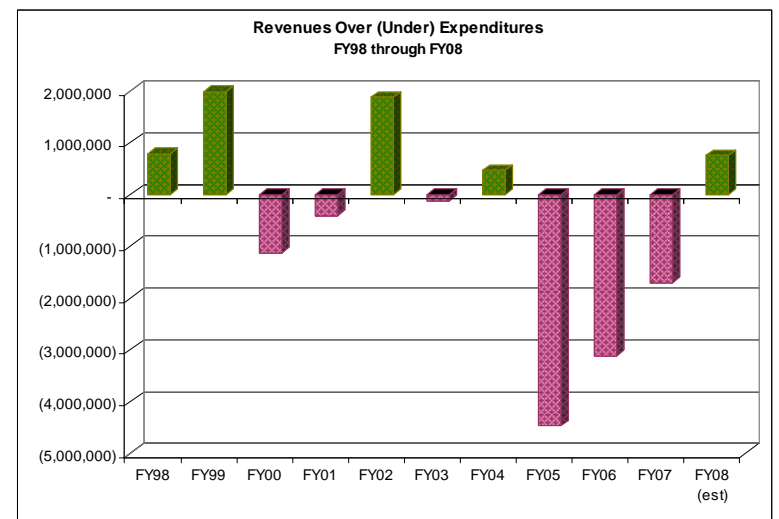
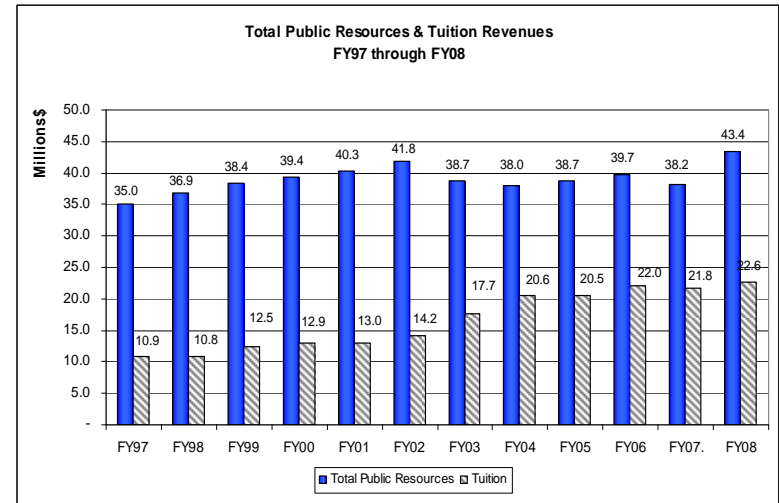
State Revenues

Lane has become increasingly dependent upon state payments over the preceding 14 years. In 1990 the State provided Lane with \$8.8 million, which was 24% of Lane’s total revenue. For FY08, the State is providing \$31.6 million, which is 40% of Lane’s general fund revenue. While state aid has become our largest resource, it has remained relatively flat since 1997.

Additionally, Lane has no assurance that state aid will increase as much as inflation in the foreseeable future. The State revenue for years after FY09 is uncertain and if the trend of past years continues, it will not rise as quickly as expenses. Therefore, Lane should not rely on substantial increases in state revenue to meet the needs of future budgets.

Tuition Rates – High Student Demand and Increasing Reliance on Tuition and Fees

The college’s highest priority is to enable our students to have successful learning experiences. The failure of state aid since 2000 to increase sufficiently to cover Lane’s increasing operating costs has negatively impacted Lane’s students with rising tuition costs. In 2002 tuition was \$38 per credit, but by 2009 this has nearly doubled to \$75.50 per credit. In past years Lane’s Board has heard from students that maintaining current service levels is their highest priority, and has acted accordingly by raising tuition. However, increases in tuition directly impact accessibility of education which is also a



core value of the institution. On the other hand, long class “waiting lists,” the State “de-funding” of self-improvement classes, and the inherently high costs of professional/technical programs, all indicate that higher tuition rates may be warranted in the future. Lane’s board has expressed an intention to hold tuition increases to the rise in inflation and has tied the increases in recent years to the Higher Education Price Index (HEPI) provided by the Common Fund foundation.

Spending Down Ending Fund Balances

Long term institutional viability requires that expenditures not exceed revenues. To accomplish this end, Board Policy E.030 requires that the college maintain an unrestricted General Fund Ending Fund Balance of approximately 5% of budgeted expenditures and Board Policy E.020 specifies that 3% of general fund expenditures be budgeted as an unappropriated ending fund balance. Since FY00, Lane’s expenditures have exceeded its revenue reducing ending fund balances and cash reserves. This was intentional during some years to cushion the sharp reduction in state support but it is not sustainable. The FY07 and FY08 ending fund balances are not sufficient to comply with college policy. Budget plans provide for full restoration of the ending fund balance by 2010.

Labor-Intensive Services

The delivery of high quality learning services is, by its very nature, labor-intensive. For FY09, Lane projects spending \$57 million, out of a total general fund budget of \$76 million, on personal services and related fringe benefits. Because nearly three fourths of the college’s financial resources are devoted to employee compensation, compensation levels must be considered a primary “driver” of rising costs. Future changes to compensation will have the largest impact on college expenditures and must be evaluated carefully to insure that they do not outpace revenue increases.

Costs of Health Care Insurance for Employees

The Consumer Price Index indicates that medical costs have increased dramatically in recent years, nearly double the rate of increase for all goods and services. Lane has been successful in restraining increases in health insurance from FY05 to FY09. The college has taken steps to reduce its future rate increases: requiring employees to share in the payment of the insurance premiums, establishing a Section 125 plan, instituting the LIFE employee wellness program; and implementing an on-site employee medical clinic. These actions have slowed insurance increases to below national trends but medical insurance costs will continue to present a challenge. The college may be forced to limit the contribution to medical care or reduce benefit levels in order to balance future budgets. The recently established Oregon Education Benefit Board will provide insurance plans beginning 1 Oct 2008 which may assist in restraining future costs increases due to a larger risk pool with more favorable demographics.

PERS Unfunded Liability

Historically high investment losses since 2000 and the unique benefit structure (“money match” provisions for Tier One employees) have combined to result in a substantial increase in PERS’ Unfunded Actuarial Liability (UAL). In December 2003, Lane was informed by PERS that our share of the UAL exceeded \$69 million - more than the college’s entire General Fund annual operating budget. This amount must be paid (in addition to current employer contributions) to PERS at an 8% interest rate over 26 years. To minimize this annual obligation, Lane issued taxable pension bonds during April 2003 at an average interest rate of 5.8%. To the extent that PERS investment earnings average more than 8% through 2028, the college will have preserved financial resources for use in the General Fund. The payments on these pension bonds must be funded annually by an increase in the college’s fringe benefit (OPE) rates; an additional

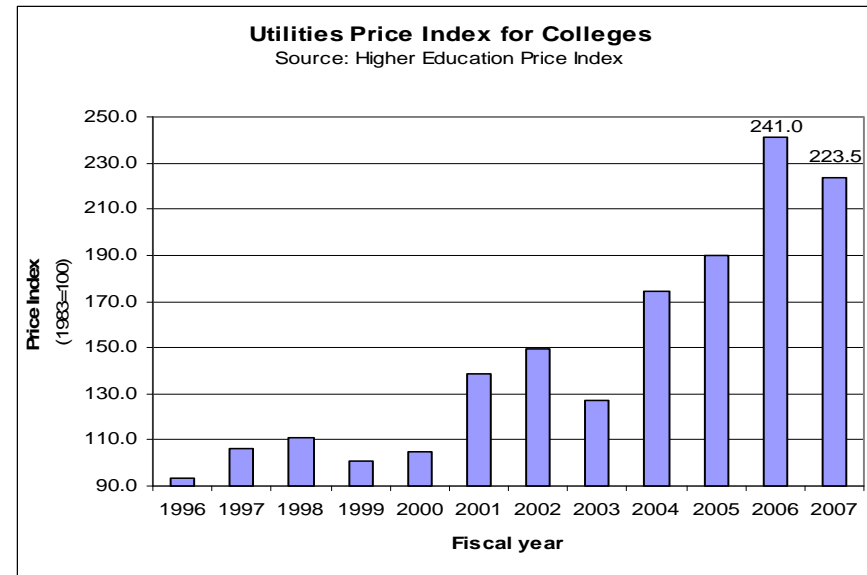
“overhead” cost of 5.8%. The positive arbitrage on the bonds issued and favorable market conditions have reduced the remaining (UAL) but further contributions may still be required in the future. Market declines in the current year have added to the potential future liability.

Rising Energy Costs

Rising energy costs have been a major factor in the increasing costs of operations. The college has reduced its demand for electricity and natural gas through energy conservation controls and investment which has mitigated cost increases. Utility costs likely will present a continuing challenge and need for investment in energy reduction initiatives.

Aging Physical Plant and Increasing Deferred Maintenance Requirements

As Lane celebrated its 44th anniversary in 2008, the physical condition of many of our facilities is slowly deteriorating. For a variety of reasons (e.g., no tradition of funding deferred maintenance, concentrating attention and available capital outlay money on recent bond-funded construction, emergency environmental ameliorations, and devoting available resources to direct instruction since 2000), the college has not adequately funded the necessary major maintenance to its physical plant that will preserve a welcoming and safe learning environment for the next generation. The Board has recognized the need to properly maintain our facilities and responded appropriately by adopting Policy E.050, Capital Reserve Funds, which requires that Lane now reserve funds to adequately maintain and repair college facilities. Recent budgets have not been able to fully fund this policy. The college has an opportunity to reissue construction bonds as the current bond issue final payment occurs in June 09. The college has filed a measure for the November 08 election asking the voters for approval to issue \$83 million in bonds that would provide funds for facility renewal and improvements. The level of taxation would not exceed currently levels of taxation from the last bond issue.



Underfunding of Equipment Replacement

Another result of the stagnation in public resources has been that instructional and support services equipment has not been replaced at the end of its economic life. We have been “making do” with outdated equipment in our efforts to commit the maximum financial resources to direct instruction. The result is that equipment needs continue to grow as replacement needs outstrip available funding. This shortfall as been mitigated in part by Federal Carl Perkins grants.

Section IV: Long-Range Strategic Directions

Strategic Directions for the next three to five years fall into three major categories (below). Two of the three categories have long-range goals and outcomes defined largely by direction of the Board of Education. Specific long-range goals and outcomes in all categories are being developed through the college's unit and strategic planning processes.

1. Transforming Students' Lives

Goal: Improve student employment opportunities by integrating student positions into college operations.

- *Outcome: Improve financial aid and student retention*

2. Transforming the Learning Environment

Goal: Fully fund facilities renovation, remodeling and major maintenance

- *Outcome: Improve quality of instructional environment.*

Goal: Fully fund equipment replacement

- *Outcome: Increase Capital Outlay allocations to \$1.3 million annually by FY2012.*

3. Transforming the College Organization

Goal: Fundamental redesign of instruction to assist in meeting long term budget challenges

Section V: Achieve and Maintain Financial Stability

1. Balance General Fund Budget

- *Outcome: Ongoing (recurring) expenditures & other sources will not exceed revenues*

While the FY03 ending fund balance was relatively healthy, operating expenditures exceeded annual revenues in each of the next four years. That trend has changed with a positive result in FY08 however it will be a continuing challenge. Board Policy E.010 defines a balanced budget as one in which regular operating expenditures do not exceed annual revenues. However, several areas have been seriously under-funded over the last two to four years including: instructional innovation, major facilities maintenance, class sections to meet student demand, capital and computer equipment replacement, and workforce/continuing education. Complete stabilization will not occur until these problems have been addressed within available resources.

2. Stabilize Tuition Rates

- *Outcome: Tuition rates not to exceed inflationary adjustments.*

Lane has the highest per credit tuition rate of community colleges in Oregon. Steep increases in tuition rates have jeopardized the affordability of a Lane education for many students. (Board Policy D.110 provides for annual tuition adjustments for inflation.)

3. Build Capital and Equipment Reserves

- *Outcome: Build facilities capital reserve fund to \$1.2 million by FY2012*
- *Outcome: Build equipment replacement reserve fund to \$400,000 by FY2012.*

Over the last decade, Lane has depleted its capital reserves (except for construction bond funds committed to specific projects.) The college needs to build capital reserves in order to (a) provide a mechanism for funding facilities projects in years when project costs are higher than average and (b) provide funds for emergency maintenance and repairs.

Likewise, the college has no equipment reserves. For the same reasons, the college should build equipment reserves.

(Board Policy E.050 enables the Board to establish reserve funds for capital projects. Board Policy E.010 specifies that a balanced budget must provide adequate funds for capital needs in any given year. Reserves ensure that funds are available for emergencies and for needs in years where capital expenditures are expected to be higher than average.)

Section VI: Strategies in 2009-2012 Budget for Achieving Long-Range Goals

All projects recommended for funding in the FY09 budget are described in detail in accompanying documents. Following are the strategies followed for the one-year period covered by the budget:

1. Limit new recurring expenditures:
 - Fund new recurring activities through reallocation of current resources.
 - Fund new recurring activities with recurring savings or recurring new revenues created by those activities.
2. Build new revenue streams:
 - Continue differential tuition program and assess ability to expand or maintain the program into FY09.
 - Build capacity in Lane's Foundation to increase fundraising.
 - Develop Long-Range Plan for the college for FY09 and beyond.

Board Policy E.010 specifies that new ongoing expenditures must be supported by recurring revenues. In order to keep Lane's current service level and/or provide additional programs and services, new revenue sources must be identified.

3. Use one-time (non-recurring) funds to invest in Strategic Directions with expected return on investment (in compliance with Board Policy E.060-Budgeting of Non-Recurring Resources) A special one time state grant of \$632,000 will aid program development in FY09:
 - Student retention
 - High-demand classes
 - K-12 connections
 - Sustainability
 - Marketing

Capital Outlay Plan

Planning for capital outlay and projects has come to life at Lane Community College in 2008-09. The college has embarked on an ambitious capital fund raising plan, requests to the state for capital construction funds, and a local ballot measure to fund a construction bond.

Over the past several years, the Lane Community College Foundation has assisted in raising funds to build the Native American Longhouse. This project is scheduled to be completed in FY09 and will add a student activity and classroom building to the main campus.

Fund raising efforts are also underway to raise matching funds for the \$6.75 million construction funds allocated by the state of Oregon. The state awarded the funds based on the college's plan to construct a Health and Wellness building, urgently needed to expand instructional programs. Construction is expected to begin in early FY10. Currently the project is in the architectural planning phases.

Lane Community College will be placing an \$83 million bond measure on the November 2008 ballot. This bond will fund necessary facilities renovations, upgrades and remodels for workforce training and education. Specific projects are in the process of being developed and are intended to focus mainly on preserving the investment in infrastructure.

The following chart identifies the capital projects and improvements underway or planned during FY09. These projects represent urgent needs, and do not indicate the level of investment needed to maintain college facilities in the desired condition. Nor do they appropriately respond to critically needed facility improvements. Moreover, there is a large inventory of unfunded requirements that could be added, should additional funds become available from the bond election. The current projects have been funded with gifts and donations as noted above or with transfers from the General Fund.

Project Description	Original Budget	Expenditures to Date	FY09 Budget	Estimated Costs Remaining	Estimated Completion Date	Meet Budget Target
Construction of Native American Longhouse	\$ 950,000	\$ 296,500	\$ 900,000	\$ 700,000	FY10	No
Install Wastewater Treatment Plant	2,200,000	2,500,000	200,000	200,000	FY09	No
Architectural Planning - Health & Wellness Building	2,500,000	-	2,500,000	2,500,000	FY11	N/A
Information Technology Infrastructure	6,052,000	5,825,000	250,000	227,000	FY09	Yes
Various Remodel/Major Maintenance Projects (Annual)	2,183,000	-	2,183,000	2,183,000	FY09	N/A
Parking Lot Resurfact and Repair (Annual)	150,000	-	150,000	150,000	FY09	N/A

Bond Planning

Overview of the Bond

For over 40 years, Lane Community College has served our community:

- Training nurses, emergency medical technicians, and public safety officers who serve our communities
- Strengthening our local economy by training workers, helping residents get better jobs, decreasing unemployment, and providing skilled employees for local businesses
- Offering an accessible route to higher education

In order to maintain this service, Lane Community College needs to improve aging school infrastructure and update classrooms, labs, educational facilities and technology.

Bond measure 20-142 would allow LCC to make these improvements.

Bond Projects include

- Upgrade and equip science labs for academic and career training classes including nursing and emergency medical technician training
- Improve access for students and others with disabilities
- Meet current safety codes and improve earthquake safety
- Improve classrooms for growing enrollment in high-demand programs that prepare workers with today's skills
- Remodel existing classrooms to create a Career Technical Education Center in order to expand access to vocational training for adults and local high school students

Taxpayer Protections and Cost

The estimated annual cost of the bond is approximately 25 cents per \$1,000 of assessed value. Property owners are currently paying about the same rate for a 1995 Lane bond. The new bond rate would be assessed in 2009, when the 1995 bonds will be paid off and no longer will appear on local property tax bills. The tax costs for this measure are an estimate only.

Expenditures are subject to annual audits. Disclosure of all spending would ensure the money is used to renovate and improve Lane. The tax costs for this measure are an estimate only.

Project Overview

Lane Community College Bond Measure Project List Summary:

Many buildings on main campus are more than 40 years old and need new heating and cooling systems, plumbing, roofing, and other upgrades. Classrooms and labs need renovations to increase access and allow multiple uses, alleviate crowding during peak demand times, and provide appropriate instructional technology and equipment.

- Upgrade science labs for academic and career training classes, including nursing and emergency medical technicians
- Improve building access to persons with disabilities
- Replace 40-year-old leaking roofs, plumbing and electrical systems, air conditioning and heating
- Bring buildings up to current fire and improve earthquake safety codes, to provide a safe environment for student learning
- Renovate, upgrade, and repair classrooms to increase access and meet modern educational technology standards
- Bring computer, Internet and digital classroom technology up to 21st century standards
- Improve classrooms for growing enrollment in high-demand programs that prepare today's workforce with career-specific technology and equipment
- Remodel and enhance existing classrooms to create a Career and Technical Education Center with larger classrooms to expand access to vocational training for adult students and for high school students who don't have access to such facilities in their high schools
- Improve the library to create a one-stop student learning center that includes tutoring and computer technology services
- Improve labs and classrooms for students in health career training programs such as therapeutic exercise and rehabilitation to train students and serve the local community
- Improve existing career training and educational facilities, including the Downtown Center, which would feature, along with existing adult education programs, an energy efficient design which would house the energy management and renewable energy degree programs, as well as provide business resources
- Florence Center science lab and exterior renovation
- Improve energy efficiency throughout the college, including a recycling center

Legal Notifications

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Legal Notice 3183688

Legal Notice Advertising

BUDGET OFFICE
LANE COMMUNITY COLLEGE
4000 EAST 30TH AVENUE
EUGENE, OR 97405

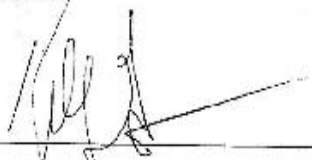
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AFFIDAVIT OF PUBLICATION

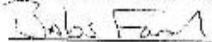
STATE OF OREGON, }
COUNTY OF LANE, } ss.

I, **Kelly Gant**, being first duly affirmed, depose and say that I am the Advertising Manager, or his principal clerk, of The Register-Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020; published at Eugene in the aforesaid county and state; that the **Notice of Budget Meeting** printed copy of which is hereto annexed, was published in the entire issue of said newspaper for **one** successive and consecutive **Day(s)** in the following issue:

March 21, 2008



Subscribed and affirmed to before me this **March 21, 2008**


Notary Public of Oregon

My commission expires: July 24, 2010

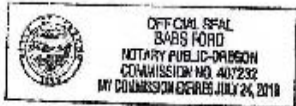
Account #: 1000275

INVOICE 3183688

Case: First Notice - April 9, 2008 Budget Committee Meeting

Am't Due: \$77.61

FIRST NOTICE OF BUDGET COMMITTEE MEETING
LANE COMMUNITY COLLEGE
A public meeting of the Budget Committee of the Lane Community College District, Lane County, State of Oregon, to discuss the budget for the fiscal year May 1, 2008 to June 30, 2009 will be held on **April 9, 2008** at **4000 East 30th Avenue, Eugene, Oregon 97405**. The meeting will take place on the **9th** day of **April, 2008** at **5:00 p.m.** The purpose of the meeting is to receive the budget message and discussion of the Budget Committee of the budget committee may be requested in or after April 10th, 2008 at the College Operations Office, 4000 East 30th Avenue, Eugene, Oregon 97405 during standard business hours.
This is a public meeting where discussion of the Budget Committee will take place. Public comments will be received at the second Budget Committee meeting which is scheduled to take place on Wednesday, May 7, 2008 at 5:00 p.m. Any person may appear at this meeting and discuss proposals with the Budget Committee.
Date: the 18th day of March, 2008.
s/Kelly Gant, Budget Officer
Lane Community College
Inv. 1110000 - March 21, 2008



GUARD PUBLISHING COMPANY

P.O. BOX 10789 PHONE (541) 485-1234
EUGENE, OREGON 97443

Legal Notice 3183743

Legal Notice Advertising

BUDGET OFFICE
LANE COMMUNITY COLLEGE
4000 EAST 30TH AVENUE
EUGENE, OR 97405

ii

AFFIDAVIT OF PUBLICATION

STATE OF OREGON,)
COUNTY OF LANE,) ss.

I, **Kelly Gant**, being first duly affirmed, depose and say that I am the Advertising Manager, or his principal clerk, of The Register-Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020; published at Eugene in the aforesaid county and state; that the **Notice of Budget Meeting** printed copy of which is hereto annexed, was published in the entire issue of said newspaper for **one** successive and consecutive **Day(s)** in the following issue:

March 31, 2008

Subscribed and affirmed to before me this **March 31, 2008**

Notary Public of Oregon

My commission expires: July 24, 2010

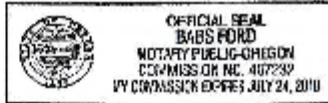
Account #: **1000275**

INVOICE **3183743**

Case: **Second Notice - April 9, 2008 Budget Committee Meeting**

Amt Due: **\$77.61**

SECOND NOTICE OF BUDGET COMMITTEE MEETING
LANE COMMUNITY COLLEGE
A public meeting of the Budget Committee of the Lane Community College District, Lane County, State of Oregon, to discuss the budget for the fiscal year July 1, 2008 to June 30, 2009 will be held at 4000 East 30th Avenue, Eugene, Oregon 97405. The meeting will take place on the 9th day of April, 2008 at 2:00 p.m. The purpose of the meeting is to receive the budget proposals and assessment of the district. A copy of the budget assessment may be inspected on or after April 9th, 2008 at the College Operations Office, 4000 East 30th Avenue, Eugene, Oregon 97405 during standard business hours.
This is a public meeting where deliberation of the Budget Committee will take place. Public comments will be received at the second Budget Committee meeting which is scheduled to take place on Wednesday, May 7, 2008 at 5:30 p.m. All persons who appear at this meeting and discuss proposals with the Budget Committee.
Date: The 18th day of March, 2008.
S/ Kelly Gant, Budget Officer
Lane Community College
No. 3183743 - March 31, 2008



GUARD PUBLISHING COMPANY

710.000-1088 PHONE (541) 425-1711
EUGENE, OREGON 97401

Legal Notice 3300251

Legal Notice Advertising

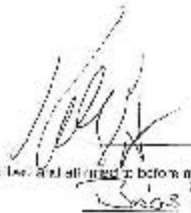
BUDGET OFFICE
LANE COMMUNITY COLLEGE
4300 EAST SOUTH AVENUE
EUGENE, OR 97405

AFFIDAVIT OF PUBLICATION

STATE OF OREGON,
COUNTY OF LANE, ss.

I, Kelly Gault, being first duly sworn, depose and say that I am the Advertising Manager, or the principal clerk, or the Register/Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020, published at Eugene in the aforesaid county and state that the Notice of Budget Hearing printed copy of which is hereto annexed, was published in the online issue of said newspaper for one successive and consecutive day(s) in the following issue:

June 4, 2008



Subscribed and sworn to before me this June 05, 2008

[Signature]
Notary Public of Oregon

My commission expires: July 24, 2010

Account #: 100C275
INVOICE: 330C251
Case: June 14, 2008 Budget Hearing
Amt Due: \$880.58

NOTICE OF BUDGET HEARING
A notice of the Lane Community College Board of Education will be held on June 14, 2008 at 9:00 a.m. at Lane Community College, 4000 E. 30th Avenue, Astoria/Trask Building (31, Room 136. The purpose of this meeting is to discuss the budget for the fiscal year ending July 1, 2009, as approved by the Lane Community College Board of Education. A summary of the budget is presented below. A copy of the budget may be inspected at the College Offices of 2000 S.W. 23rd Avenue, Eugene, Oregon between the hours of 9:00 a.m. and 5:00 p.m. This budget was prepared on a basis of assuming that it coincides with the best of available information for the preceding year. Major changes, if any, and their effect on the budget, are explained below.

County Lane; City Eugene; Date: May 27, 2008; Distribution of Accounting Items: Policy Items: 1540-423-100.

PROPERTY TAXES

Approved Budget	Approved Budget	2008-09	2009-10
1250 Support Services	48,215,736	50,338,111	
Total	48,215,736	50,338,111	

PROPERTY TAXES TO BE RECEIVED

Approved Budget	Approved Budget	2008-09	2009-10
1250 Support Services	15,443,251	15,885,195	
Total	15,443,251	15,885,195	

PROPERTY TAXES TO BE RECEIVED

Approved Budget	Approved Budget	2008-09	2009-10
1250 Support Services	15,443,251	15,885,195	
Total	15,443,251	15,885,195	

FUNDS NOT REQUIRING A PROPERTY TAX TO BE REVIEWED

Actual 2007-08	Approved Budget 2008-09	Approved Budget 2009-10
1250 Support Services	1,223,474	1,257,822
Total	1,223,474	1,257,822

FUNDS REQUIRING A PROPERTY TAX TO BE REVIEWED

Actual 2007-08	Approved Budget 2008-09	Approved Budget 2009-10
1250 Support Services	1,223,474	1,257,822
Total	1,223,474	1,257,822

FUNDS REQUIRING A PROPERTY TAX TO BE REVIEWED

Actual 2007-08	Approved Budget 2008-09	Approved Budget 2009-10
1250 Support Services	1,223,474	1,257,822
Total	1,223,474	1,257,822

FUNDS REQUIRING A PROPERTY TAX TO BE REVIEWED

Actual 2007-08	Approved Budget 2008-09	Approved Budget 2009-10
1250 Support Services	1,223,474	1,257,822
Total	1,223,474	1,257,822

LANE COMMUNITY COLLEGE
4000 East 30th Avenue
Eugene, OR 97405

Board of Education
June 11, 2008

RESOLUTION NO. 521

2008-09 BUDGET ADOPTION AND APPROPRIATION

WHEREAS the Board of Education of the Lane Community College District has received and reviewed the 2008-09 Budget as approved by the Budget Committee; and,

WHEREAS the Budget Committee approved the budget in the aggregate amount of \$171,201,491 and that the permanent tax rate of \$.6191 per \$1,000 of assessed value be assessed in support of the General Fund and a tax of \$6,194,000 be approved for the Debt Service fund for the purpose of the retirement of bonded debt owed by the community college district;

WHEREAS it becomes necessary on July 1, 2008, for Lane Community College to lawfully make appropriations for funds for which it may initiate its instructional programs and meet its obligations;

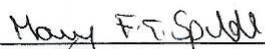
NOW, THEREFORE, BE IT RESOLVED that the Board of Education of Lane Community College does hereby adopt the budget approved by the Budget Committee for fiscal year 2008-09 as amended for expected gift and donation revenue of \$2,925,000 to be released for Plant Additions, and appropriates the amounts on the attached schedule to be expended against all budgeted resources commencing July 1, 2008, and expiring June 30, 2009, for the purpose of meeting its obligations.

BE IT FURTHER RESOLVED, that the Chair of the Board file this Resolution with the Lane Community College District's County Clerks and County Assessors on or before July 15, 2008.

Adopted by the Board of Education on this 11th day of June, 2008.


Pat Riggs-Henson, Chair

ATTEST:


Mary F.T. Spilde
College President/District Clerk

RESOLUTION NO. 521: APPROPRIATED BUDGET REQUIREMENTS**FUND I, GENERAL**

Instruction	\$	39,521,921
Instructional Support		3,396,948
Student Services		7,685,867
College Support Services		11,728,026
Plant Operations & Maintenance		5,679,908
Financial Aid		599,517
Debt Service		302,770
Transfers Out		3,691,131
Contingency		
Projects/Provisions		1,100,000
Contingency		2,365,350
		<u> </u>
Total - General Fund	\$	76,071,438

FUND II, INTERNAL SERVICE

College Support Services	\$	1,573,022
Transfers Out		318,838
		<u> </u>
Total - Internal Service Fund	\$	1,891,860

FUND III, DEBT SERVICE

Debt Service	\$	10,404,270
		<u> </u>
Total - Debt Service Fund	\$	10,404,270

FUND IV, CAPITAL PROJECTS

College Support Services	\$	250,000
Plant Operations & Maintenance		1,765,000
Plant Additions		4,168,760
		<u> </u>
Total - Capital Projects Fund	\$	6,183,760

FUND V, FINANCIAL AID

Student Services	\$	120,000
Financial Aid		46,411,514
		<u> </u>
Total - Financial Aid Fund	\$	46,531,514

FUND VI, ENTERPRISE

Instruction		22,000
Student Services		10,572,456
College Support Services		393,418
Transfers Out		140,610
		<u> </u>
Total - Enterprise Fund	\$	11,128,484

FUND VIII, SPECIAL REVENUE

Instruction	\$	6,593,000
Community Services		4,860,800
Instructional Support		103,000
Student Services		387,200
College Support Services		143,000
Transfers Out		4,000
		<u> </u>
Total - Special Revenue Fund	\$	12,091,000

FUND IX, SPECIAL REVENUE - ADMIN RESTRICTED

Instruction	\$	4,208,192
Instructional Support		20,000
Student Services		2,525,380
Community Services		2,109,923
College Support Services		676,670
Transfers Out		284,000
		<u> </u>
Total - Special Revenue Fund	\$	9,824,165

TOTAL ALL FUNDS	\$	<u>174,126,491</u>
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LANE COMMUNITY COLLEGE
4000 East 30th Avenue
Eugene, OR 97405

Board of Education
June 11, 2008

RESOLUTION NO. 522


IMPOSING TAXES AND CATEGORIZING TAXES FOR 2008-09

BE IT RESOLVED that the Board of Education of the Lane Community College District hereby imposes the taxes provided for in the 2008-09 adopted budget at the rate of \$.6191 per \$1,000 of assessed value for operations and in the amount of \$6,194,000 for Bonded Debt; and that these taxes are hereby imposed and categorized for the tax year 2008-09 upon the assessed value of all taxable property within the district.

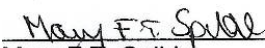
	Subject to the Education Limitation:	Excluded from the Limitation:
General Fund	<u>\$.6191/\$1,000</u>	
Debt Services Fund		<u>\$6,194,000</u>

BE IT FURTHER RESOLVED, that the Chair of the Board file this Resolution with the Lane Community College District's County Clerks and County Assessors on or before July 15, 2008.

Adopted by the Board of Education of Lane Community College this 11th day of June, 2008.


Pat Riggs-Henson, Chair

ATTEST:


Mary F. T. Spilde
College President/District Clerk

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property for Education Districts

**FORM ED-50
2008-2009**

To assessor of _____ County

- File no later than JULY 15.
- Be sure to read instructions in the 2008-2009 Notice of Property Tax Levy Forms and Instruction booklet

Check here if this is an amended form.

The LCC District has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Lane County. The property tax, fee, charge or assessment is categorized as stated by this form.

4000 E. 30th Avenue Eugene OR 97405 7/14/2008
Mailing Address of District City State Zip Date
Kay Malmberg Budget Analyst 541-463-3005 malmbergk@lanecc.edu
Contact Person Title Daytime Telephone Contact Person E-mail

CERTIFICATION - Check one box.

- The tax rate of levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate of levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.435.

PART I: TOTAL PROPERTY TAX LEVY

		Subject to Education Limits		
		Rate -or- Dollar Amount		
1.	Permanent rate limit tax (per \$1000)	1	\$0.6191	Excluded from <u>Measure 5</u> <u>Limits</u> Amount of Levy
2.	Local option operating tax	2		
3.	Local option capital project tax	3		
4.	Levy for "Gap Bonds"	4		
5a.	Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a		\$6,194,000
5b.	Levy for bonded indebtedness from bonds approved by voters after October 6, 2001	5b		-
5c.	Total levy for bonded indebtedness not subject to Measure 5 of Measure 50 (total of 5a + 5b)	5c		\$6,194,000

PART II: RATE LIMIT CERTIFICATION

6.	Permanent rate limit in dollars and cents per \$1,000	6	\$0.6191
7.	Date received voter approval for rate limit if new district	7	
8.	Estimated permanent rate limit for newly merged/consolidated district	8	

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than three taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First year levied	Final year to be levied	Total tax amount -or- rate authorized per year by voters

150-504-075-6 (Rev. 12-05)

(see the back for worksheet for lines 5a, 5b, and 5c)

File with your assessor no later than JULY 15, unless granted an extension in writing.

Glossary of Terms

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

Administrative Contingency: General Fund contingency, consisting of approximately one percent of budgeted revenues, to be used at the discretion of the president and Executive Team.

Administrative Recovery: Revenue generated from college enterprise funds, grants and contracts to cover General Fund administrative and overhead costs.

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.

Approved Budget: The budget that has been approved by the Budget Committee and sent to the Board of Education for adoption.

Assessed Value: Valuation set on real estate or personal property by the Property Appraiser as a basis for levying taxes.

Balanced Budget: A budget whereby operating expenditures do not exceed resources. See Board Policy E.010.

Biennium: A two-year [budget] period.

Beginning Fund Balance: The amount remaining after accounting for the previous year's revenues less the previous year's expenditures.

Board Contingency: General Fund contingency, consisting of approximately

one-half percent of budgeted revenues, to be used at the discretion of the Board of Education.

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 written report showing a comprehensive financial plan for one fiscal year.

Budget Committee: The fiscal planning board, consisting of the Board of Education plus an equal number of citizens at large from the College District.

Budget Message: An explanation of the budget and financial priorities, presented in writing by the Budget Officer as part of the budget document.

Budget Officer: Person appointed by the Board of Education to oversee the budget process.

Capital Expenditure: An expenditure for a single item with cost exceeding \$10,000 and an estimated useful life of three or more years.

Capital Outlay: An expenditure category that includes acquisition of land, buildings, improvements, machinery, and equipment.

Capital Projects Fund (IV): Budget fund used for the acquisition of land, new construction, major remodeling projects, and major equipment purchases.

Capital Reserve Fund: A separate fund within the Capital Projects Fund IV used for planned and unplanned maintenance, repair and replacement of capital and technological equipment.

College Council: The college's main planning and policy body.

College District: The college's service area, which encompasses a 5,000 square mile area in Lane County and parts of Linn and Douglas County.

College Support Services: Expense function covering activities that support the ongoing operations of the college, excluding physical plant operations.

Community Services: Expense function covering non-instructional activities provided to external groups.

Contingency: A budget account to provide for unanticipated occurrences, or funds to be held for future distribution.

Debt Service: Expenditure category for repayment of principle and interest on bonds, interest-bearing warrants, and short-term loans.

Debt Service Fund (III): Budget fund for accounting for general long-term debt, principal, and interest.

Differential Pricing: Additional fees based on class clock hours for certain Professional/Technical courses.

Ending Fund Balance: The beginning fund balance plus current year revenues, less current year expenditures.

Endowment Fund (X): Budget fund used to account for gifts and bequests for the benefit of the college.

Enterprise Fund (VI): Budget fund for activities that furnish goods or services to students, staff or the public, for which charges or fees are assessed that are directly related to the cost of the good or service provided.

Executive Team: The college's administrative leadership team, comprised of the president, vice presidents, chief officers and deans.

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.

Fees (Instructional): See Instructional Fees.

Fees (Non-Instructional): Revenue generated from assessing students for non-instructional expenses.

Financial Aid: Expense function for student loans, grants and stipends.

Financial Aid Fund (V): Budget fund used for the provision of grants, stipends, and other aid to enrolled students.

Fiscal Year: The twelve-month financial period used by the college, which begins July 1 and ends June 30.

FTE: See Full-Time Equivalent

Full-Time Equivalent (FTE): The equivalent of a full-time employee or student. For example, two half-time employees equal one FTE employee.

Fund: A division in the budget segregating independent fiscal and accounting requirements.

Fund Balance: The excess of a fund's revenues over expenditures.

FY: See Fiscal Year

FY09: Fiscal Year running from July 1, 2008 to June 30, 2009.

General Fund (I): The primary operating fund of the college, that includes activities directly

related to the college's basic educational objectives.

GFOA: See Government Finance Officers Association.

Government Finance Officers Association (GFOA): The professional association of state/provincial and local finance officers in the United States and Canada.

HEPI: See Higher Education Price Index.

Higher Education Price Index (HEPI): Inflation index designed specifically for higher education. A more accurate economic indicator for colleges and universities than the CPI.

Instruction: Expense function covering all activities related to instructional programs.

Instructional Support: Expense function covering activities that provide integral support services to instructional programs.

Interest Income: Revenue generated from investment of operating capital in excess of daily requirements.

Instructional Fees: Revenue generated by assessing students for course-related expenses.

Interfund Transfer: An amount to be given as a resource to another fund in the budget.

Intergovernmental [Resource]: Total public resources that include State and Federal funds and local property taxes.

Internal Service Fund (II): Budget fund for functions that exist primarily to provide goods and services to other instructional and administrative units of the college.

Mandatory Adjustments: Adjustments for expenditures that are primarily beyond the control of the college, such as facilities leases,

utilities, insurance premiums and maintenance contracts.

M&S: See Materials and Services

Materials and Services (M&S): An expenditure category that includes contractual and other services, materials, supplies, and other charges.

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.

Non-Recurring Resources: Resources (revenues) that are not part of an annual revenue stream to include: fund balances, reserves, one-time grants and awards, and special allocations.

OAR: See Oregon Administrative Rules.

OPE: See Other Payroll Expenses

ORS: See Oregon Revised Statutes.

Oregon Administrative Rules (OAR): A compilation of state agency rules and procedures.

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

Oregon Revised Statutes (ORS): The codified laws of the State of Oregon. The ORS is published every two years to incorporate each legislative session's new laws.

Other Payroll Expenses (OPE): An expense classification that includes the costs of payroll taxes, PERS, medical insurance, and other fringe benefits and payroll-related items accruing to an employee.

Other Resources: Revenue generated from various activities such as finance charges, sale of equipment, enforcement fees and other nominal, one-time miscellaneous amounts.

PERS: see Oregon Public Employees Retirement System.

Personal Services: An expenditure category that includes salaries and wages and other payroll expenses (OPE).

Plant Operations and Maintenance: Expense function covering the operation and maintenance of the physical plant, including grounds, facilities, utilities and property insurance.

Plant Additions: Expense function for land, land improvement, buildings, and major remodeling and renovation that is not a part of normal plant operation and maintenance.

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

Quasi-Endowment Fund: See Endowment Fund.

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 expenditure.

Revenue: Monies received or anticipated.

Salary Provision Budget: Contingency budget used to cover employee compensation increases during the fiscal year.

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

Special Revenue Fund (VIII): Budget fund that accounts for revenues that are legally restricted to expenditures for specific purposes, such as federal grants and contracts.

Special Revenue- Administratively Restricted Fund (IX): Budget fund for programs where monies are administratively restricted. Activities recorded in this fund generate revenue primarily through specifically-assessed tuition and fees, or through other revenue-generating activities.

Stabilization Reserve Fund: A separate fund, established at the request of the Board of Education, for the purpose of providing short-term stabilization in anticipation of possible shortfalls in revenue.

Student Services: Expense function covering activities to support students' success and development.

Total Public Resources: Revenue received from State funding as appropriated by the legislature and local property taxes as assessed by the counties.

Transfers Out: An expenditure category that includes resource funding for specific purposes.

Tuition: Revenue generated by assessing students per-credit-hour rates.

UAL: See Unfunded Actuarial Liability

Unappropriated Ending Fund Balance (UEFB): A special amount set aside in a budget for use as a resource in the beginning of the next fiscal year after it was budgeted.

Unfunded Actuarial Liability (UAL): Amount PERS has determined to be owed by participating governments to fully fund the retirement system.

Lane Community College
Budget Office
4000 East 30th Avenue
Eugene, Oregon 97405
(541) 463.5311
budgetdevelopment@lanecc.edu