



# **ANNUAL BUDGET AND OPERATING PLAN**



**Fiscal Year 2017-2018**

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## History of State College of Florida



On Sept. 17, 1957, the State Board of Education established Manatee Junior College as an approved college with the primary mission of providing college training for young people and adults. On Nov. 5, 1957, Dr. Samuel R. Neel, Jr. became the first president. The College began its first classes on Sept. 2, 1958, in a former senior high school with 502 students. In 1959 the first classes were held on the current southwest Manatee County campus with a full-fledged sophomore class and a large freshman class enrolled in university-parallel courses.

In 1973 classes were offered at Venice High School to provide higher education opportunities for the residents of south Sarasota County. The College's Venice Center, supported with contributions from citizens of the communities of North Port, Englewood and Venice, was established in 1977. In 1983 the College received an appropriation from the Florida Legislature to build the current full-service campus in Venice, which was dedicated on March 30, 1985.

The College's name was changed to Manatee Community College in 1985.

In January 2003, SCF opened the Center for Innovation and Technology at Lakewood Ranch Corporate Park on 5 acres of land donated by Schroeder-Manatee Ranch. This location offers both credit classes and a wide variety of noncredit, personal and professional development and workforce training classes. In 2007 Schroeder-Manatee Ranch donated an additional 5 acres, and the Medical Technology and Simulation Center opened in 2010.

In March 2009, the State Board of Education approved the College's proposal to deliver a complete Bachelor of Science in Nursing degree. In July 2009, the College changed its name to State College of Florida, Manatee-Sarasota to reflect the institution's new status as a four-year degree-granting state college. Presently, eight bachelor's degree programs are available.

State College of Florida Collegiate School (SCFCS) opened in fall 2010. The school includes sixth through twelfth grades. The first class will graduate in spring 2014. SCF's tuition-free public charter school provides students with the opportunity to graduate simultaneously with a high school diploma and associate college degree.

Dr. Carol Probstfeld became the college's sixth president on January 22, 2013, after serving as the college's interim president and vice president of business and administrative services.

Credit enrollment is 27,000 students annually and about 44,000 have graduated from the College. SCF consistently provides high-quality instruction as demonstrated by SCF graduates' proven success in careers and performance at the university level. As the College looks forward, SCF remains committed to being flexible and responsible to the needs of our community.

State College of Florida, Manatee-Sarasota (SCF) is an accredited, public Florida institution established to provide college training for the residents of Sarasota and Manatee counties. It is the area's oldest public institution of higher education and will celebrate its 60<sup>th</sup> anniversary in 2017.

**1957**

Responding to requests from local civic leaders and educators, the Florida Legislature established SCF as Manatee Junior College in September 1957.



**1959**

MJC graduated first class of three students.

**1963**

Full accreditation granted by the Southern Association of Colleges and Schools (SACS).

**1973**

First MJC classes offered in Venice at Venice High School.

**1976**

State Department of Education Report: MJC Grads Score Highest.

**1985**

In 1985, the College name was changed from Manatee Junior College to Manatee Community College (MCC) in recognition of its growing role in workforce training and community outreach.

That same year, Gov. Bob Graham dedicated a 100-acre campus in South Venice, signaling MCC's commitment to serve the growing area.



**2003**

In 2003, MCC expanded again, opening its third location in fast growing Lakewood Ranch.



MCC was awarded \$2.5 million for an endowed chair in nursing at MCC Venice.

**2005**

The College changed its name to State College of Florida, Manatee-Sarasota to reflect its role in the Florida College System.

**2009**

The College was approved to award workforce baccalaureate degrees.

**2010**

The Medical Simulation Technology Center opened at SCF Lakewood Ranch in 2010 with large support from the area's medical community.



SCF was the first college in the nation to offer a collegiate school on its campus for grades 6-12, which allows students the opportunity to complete their high school diploma and Associates in Arts degree at the same time.

**2017**

Breaking ground on Oct. 3<sup>rd</sup>, 2016 and expected to be completed in January 2018, the new Library and Learning Center will be housed "in the heart of campus" next to the Neel Performing Arts Center.



## Campus Locations and Distance Education

State College of Florida operates three campuses and an online division. SCF's district comprises the counties of Manatee and Sarasota in Southwest Florida.

### The Bradenton Campus

**5840 26<sup>th</sup> St. W,  
Bradenton, FL 34207**

941-752-5000



### The Lakewood Ranch Campus

**7131 Professional Pkwy. E,  
Sarasota, FL 34240**

941-363-7000



### The Venice Campus

**8000 S. Tamiami Tr.,  
Venice, FL 34293**

941-408-1300



## Campus Locations and Distance Education (Cont.)



## SCF Accreditation and Governance

State College of Florida, Manatee-Sarasota is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate and baccalaureate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of State College of Florida, Manatee-Sarasota.

State College of Florida, Manatee-Sarasota (SCF) is governed by the Florida Legislature and by the SCF District Board of Trustees. Fees are subject to change without prior notice whenever conditions make it necessary.



## Health Profession Programs Accreditations

### Bachelor of Science, Nursing

State College of Florida, Manatee-Sarasota's Bachelor of Science in Nursing program is approved by the Florida Board of Nursing and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Rd., NE, Suite 850, Atlanta, GA 30326, (404) 975-5000.



### Associate in Science, Dental Hygiene

The State College of Florida, Manatee-Sarasota Dental Hygiene program is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of approval without reporting. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611-2678. The Commission's Web address is: <http://www.ada.org/100.aspx>.

### Associate in Science, Nursing

State College of Florida, Manatee-Sarasota's Associate in Science in Nursing program is approved by the Florida Board of Nursing and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Rd., NE, Suite 850, Atlanta, GA 30326, (404) 975-5000.



### **Associate in Science, Occupational Therapy Assistant**

The Occupational Therapy Assistant program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449. ACOTE's telephone number c/o AOTA is (301)652-AOTA and its Web address is [acoteonline.org](http://acoteonline.org). Graduates of the program are eligible for the national certification examination of the occupational therapy assistant, administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of the exam, the individual will be a Certified Occupational Therapy Assistant (COTA). Most states require licensure in order to practice; state licenses are usually based on the results of the NBCOT Certification Examination.

### **Associate in Science, Physical Therapist Assistant**

The Physical Therapist Assistant Program at State College of Florida, Manatee-Sarasota is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: (703)706-3245; email: [accreditation@apta.org](mailto:accreditation@apta.org), website: [www.capteonline.org](http://www.capteonline.org).

### **Associate in Science, Radiography**

State College of Florida, Manatee-Sarasota Radiography program is accredited by the Joint Review Committee on Education in Radiologic Technology, 20 North Wacker Drive, Suite 2850, Chicago, IL 60656-3182, (312) 704-5300, Email: [mail@jcert.org](mailto:mail@jcert.org).

## Administration

Designated officials in College administrative divisions are responsible for:

**Academic Affairs:** Bachelor's degrees, A.A. degree and prerequisites, A.S. programs, certificate programs and course descriptions; academic support; and Center for Corporate and Community Development.

**Student Services:** Educational records, admissions and enrollment policies, student services, financial aid, student code of conduct and academic calendar.

**Finance and Administrative Services:** Finance and payroll, cost and fee information, human resources, facilities, information technology, and business services.

**Communications and Marketing:** Preface information, including accreditation and legal statements; greetings, board of trustees, College history, mission and goals; general information and general overview.

**Planning and Institutional Effectiveness:** Institutional research and development.

**The State College of Florida Foundation Inc.:** College Foundation.

## Administrative Departments

In addition to academic departments, SCF has several administrative departments that serve the College to ensure our students and community receive the best possible educational experience.

**Business Services:** Includes the bookstore, purchasing, food services and central services.

**Facilities Management:** Oversees the entire physical plant of the College. Develops, operates and maintains a high quality physical environment.

**Finance:** Manages the SCF budget and financial recordkeeping, which includes providing financial statements, accounts receivable and payable, and payroll and benefits.

**Human Resources:** Responsible for employment, training, employee relations, competitive benefits and compensation for the College.

**Information Technology Services:** Supports the College faculty, students and staff with their computer and telecommunication needs.

**Institutional Research:** Collects, analyzes and provides information that supports state reporting, institutional planning and decision-making functions for SCF.

**Communications and Marketing:** Serves as the central source of information and communications for the College.

**Resource Development:** Assists with the acquisition of grant funding to further the mission of the College and achieve its strategic plan.

## Academics

State College of Florida, Manatee-Sarasota offers a broad variety of credit and noncredit educational opportunities.

- Associate degrees and certificate programs
- Baccalaureate degrees
- Noncredit courses

Credit courses and degree programs are offered by several departments.

- Art, Design, Humanities
- Business and Technology
- Dental Hygiene
- Language and Literature
- Mathematics
- Music
- Natural Science
- Nursing
- Occupational Therapy Assistant
- Physical Therapist Assistant
- Radiography
- Social and Behavioral Sciences
- Theatre

The Career and Technical Education office provides services to career-track students pursuing A.S./A.A.S. degrees. Services include program support, internship and advising assistance, linkage to health professions, assistance with CEL (Credit for Experiential Learning) and tech-prep articulation.

SCF's noncredit division, the Center for Corporate & Community Development, is comprised of:

- Continuing & Community Education
- Traffic Safety Institute
- Workforce Solutions

## Student Services

- Policies and Procedures for Educational Records
- Grading System
- Withdrawal Policies
- Academic Standing
- Academic Record Changes
- Excess Hours
- Graduation Requirements and Procedures
- Honors Convocation
- Student Services and Campus Life
- Student Services and Special Programs
- Student Code of Conduct
- Family Educational Rights and Privacy Act

## Board of Trustees

The Board of Trustees of State College of Florida is charged by Florida Statute and State Board of Education Rules with responsibility for establishing the policies which are required by law or necessary to the operation of State College of Florida.

The Boards of Trustees are responsible for cost-effective policy decisions appropriate to the College's mission, the implementation and maintenance of high-quality education programs with law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting and education standards. Trustees are appointed by the Governor of the State of Florida and confirmed by the Senate in regular session and serve without compensation.



Edward A. Bailey



Dom DiMaio



Richard Dorfman



Rick Hager



Tracy Knight



Peter Logan



Rod Thomson



Robert Wyatt

## 2015-2020 Strategic Plan



### Boldly Engaging...

Words that reflect how we will achieve the dynamic future we envision for the State College of Florida, Manatee-Sarasota in 2020. We will boldly engage our community, students, donors and our faculty and staff to create a future for the next five years and beyond that allows us to grow, adapt and achieve. Our four strategic priorities allow us to set bold goals that reflect the expected continued rapid growth of our community, the changing educational needs of our students and employers, and position our college at the center of the economic, educational and cultural life of our community. The seven enabling strategies represent those activities that we must complete to achieve our strategic priorities. Each enabling strategy contributes to multiple priorities and allows us to progressively accomplish our strategic plan and build a better, more impactful SCF. SCF's 2015-2020 Strategic Plan is a melding of my vision for the college with the invaluable input from both the community and our own students, faculty and staff. This plan is the result of multiple surveys, focus groups and feedback sessions. We are the Manatee-Sarasota community's college and I believe this plan will take us into the future together with a shared vision. I invite you to boldly engage with us as we turn our vision for SCF into reality.

### Dr. Carol F. Probstfeld



### SCF President



# SCF Mission, Values and Priorities

## SCF Mission Statement

State College of Florida, Manatee-Sarasota, guided by measurable standards of institutional excellence, provides engaging and accessible learning environments that result in student success and community prosperity.

## SCF Vision

State College of Florida, Manatee-Sarasota is the region's first choice for innovative, responsive, quality education, workforce training and community partnership.

## Pride in Excellence

Pride in Excellence is SCF's initiative to create a culture of service excellence.

## Mission Statement

We enrich lives by providing a welcoming and supportive learning community that fosters success.

## Service Standards

- Respectful
- Responsive
- Accurate
- Collaborative

## Strategic Priorities

State College of Florida, Manatee-Sarasota, used the time period of September 2014 through June 2015 to develop its Strategic Plan for 2015-2020. An inductive process was used to maximize involvement from across all stakeholder groups (students, faculty, staff, community, administrators, and Board members) of the College. Focus group meetings and electronic surveys were used to develop the bold vision that resulted in a written plan approved by the Board of Trustees in June, 2015. After thousands of inputs, four Strategic Priorities (listed below) were developed with seven enabling strategies.

### Strategic Priority #1

Ensure that SCF programs are available to students in all geographic locations of our service region.

- Implement a virtual Online Campus to assist students from recruitment to graduation, allowing students to take credit courses at their most convenient time and place to learn.
- Increase physical presence in the rapid growth area east of I-75 and north of the Manatee River.
- Increase flagship programs unique to SCF Venice.
- Centralize high cost/high demand Health Science programs within the two-county service district.

## **Strategic Priority #2**

Develop a concierge-style student experience focused on enhancing student recruitment and performance outcomes.

- Increase student enrollment, retention rates and completion rates.
- Increase student job placement/continuing education rates.
- Increase investment in technology solutions and skill development.

## **Strategic Priority #3**

Aggressively engage faculty/program managers/business and community leaders in collaborative curriculum development from start to implementation for programs that are rapidly responsive to workforce needs.

- Increase the number and quality of workforce program offerings to address employer demand and student interest.
- Increase the number of internships for students.
- Implement a program development fund to encourage and reward creative and collaborative curriculum development.
- Increase faculty and staff expertise in data analysis and use, performance management and project planning.

## **Strategic Priority #4**

Establish SCF's central role in the educational, cultural and workforce development of our service region.

- Increase brand awareness and vision that “you can get anywhere from here.”
- Increase recruitment, training and retention of the highest quality faculty, staff and administrative leaders in our service area.
- Increase public demand for SCF faculty and leadership subject matter expertise.
- Increase the region's selection of SCF as investment of choice based on demonstrated strong return on investment.

# Community Profile

## Largest Employers by County

Originally, Southwest and West Central Florida was best known as an agricultural region with cattle ranches and gladiolus fields. Today there are still several hundred farms located in the area. Major crops include vegetables (citrus, sweet corn, cucumbers, eggplant, peppers, potatoes, chrysanthemums, and ornamentals). Seafood is also a large industry in the region. Annually, over five million pounds of fish and two million pounds of shellfish are harvested in the area.

The growth of new jobs continue to increase as high technology industries move into the area. Today, tourism, construction, and other service related industries dominate the local economy. Tourism is the area's leading industry, contributing \$2.7 billion annually to the local economy, according to bureau research.

### Manatee County

<u>Employer Name</u>	<u>Employees</u>	<u>Industry</u>
1. Manatee County School District	5,300	Public Education
2. Beall's Inc.	1,732	Retail
3. Manatee County Government	1,700	City Government
4. Manatee County Sherriff's Dept.	1,300	Law Enforcement
5. Manatee Memorial Hospital	1,200	Healthcare

### Sarasota County

<u>Employer Name</u>	<u>Employees</u>	<u>Industry</u>
1. School Board of Sarasota County	5,070	Public Education
2. Sarasota Memorial Health Care	3,024	Health Care
3. Publix Supermarkets, Inc.	2,677	Grocery Store
4. PGT Industries	2,079	Manufacturer
5. Sarasota County Government	2,027	City Government

### Charlotte County

<u>Employer Name</u>	<u>Employees</u>	<u>Industry</u>
1. Publix Supermarkets, Inc.	1,361	Grocery Store
2. Wal-Mart Stores Inc.	1,300	Retail
3. Fawcett Memorial Hospital	854	Healthcare
4. Bayfront Health Port Charlotte	825	Healthcare
5. Palm Auto Mall	670	Retail Automotive

# Demographics

## Service Area Population by Gender and Race/Ethnicity

The overall population of the State College of Florida, Manatee-Sarasota (SCF) service area, consisting of Manatee and Sarasota counties, is 712,581. The combined projected population of SCF's service area is expected to grow to 759,026 in 2017

<b>Manatee County By Gender</b>	<b>2010 Census</b>	<b>% of Total</b>	<b>2013</b>	<b>% of Total</b>	<b>2017</b>	<b>% of Total</b>
<b>Total Population</b>	322,833		329,487		352,812	
<b>Male</b>	156,115	48.4%	159,383	48.4%	170,462	48.3%
<b>Female</b>	<b>166,718</b>	<b>51.6%</b>	<b>170,104</b>	<b>51.6%</b>	<b>182,350</b>	<b>51.7%</b>
<b>Sarasota County By Gender</b>	<b>2010 Census</b>	<b>% of Total</b>	<b>2013</b>	<b>% of Total</b>	<b>2017</b>	<b>% of Total</b>
<b>Total Population</b>	379,448		383,094		406,214	
<b>Male</b>	181,041	47.7%	182,791	47.7%	193,927	47.7%
<b>Female</b>	198,407	52.3%	200,303	52.3%	212,287	52.3%
<b>Manatee County By Race/Ethnicity</b>	<b>2010 Census</b>	<b>% of Total</b>	<b>2013</b>	<b>% of Total</b>	<b>2017</b>	<b>% of Total</b>
<b>Caucasian</b>	264,322	81.9%	276,626	84.0%	288,953	81.9%
<b>African-American</b>	28,230	8.7%	29,569	8.9%	29,989	8.5%
<b>American Indian or Alaska Native</b>	1,044	0.3%	962	0.3%	1,059	0.3%
<b>Asian or Pacific Islander</b>	5,493	1.7%	5,954	1.8%	5,645	1.6%
<b>Some Other Race</b>	17,260	5.4%	11,709	3.6%	20,110	5.7%
<b>Two or More Races</b>	6,484	2.0%	4,767	1.4%	7,056	2.0%
<b>Hispanic Ethnicity</b>	47,955	14.9%	49,388	15.0%	52,568	14.9%
<b>Not Hispanic or Latino</b>	274,878	85.1%	280,099	85.0%	300,244	85.1%
<b>Sarasota County By Race/Ethnicity</b>	<b>2010 Census</b>	<b>% of Total</b>	<b>2013</b>	<b>% of Total</b>	<b>2017</b>	<b>% of Total</b>
<b>Caucasian</b>	342,090	90.2%	349,248	91.2%	365,998	90.1%
<b>African-American</b>	17,815	4.7%	17,396	4.5%	19,092	4.7%
<b>American Indian or Alaska Native</b>	945	0.2%	1,016	0.3%	813	0.2%
<b>Asian or Pacific Islander</b>	5,037	1.3%	5,559	1.4%	4,875	1.2%
<b>Some Other Race</b>	7,556	2.0%	3,731	1.0%	9,343	2.3%
<b>Two or More Races</b>	6,005	1.6%	6,144	1.6%	6,093	1.5%
<b>Hispanic Ethnicity</b>	30,033	7.9%	31,343	8.2%	32,497	8.0%
<b>Not Hispanic or Latino</b>	349,415	92.1%	351,751	91.8%	373,717	92.0%

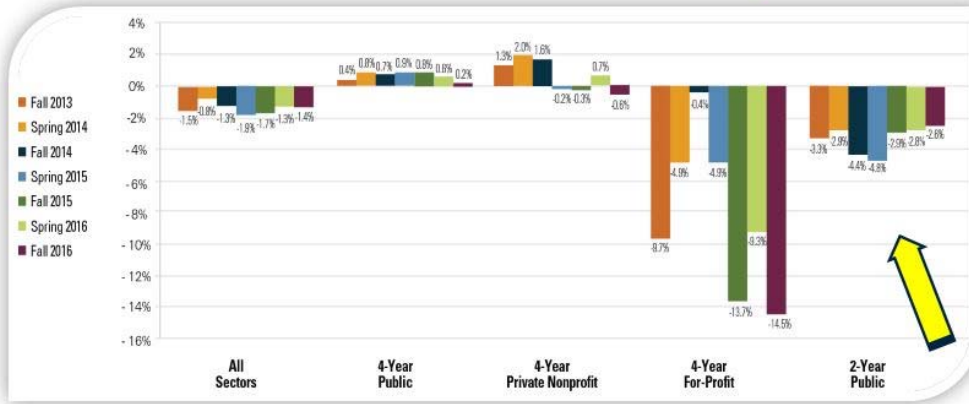
# SCF Student Enrollment

## College Credit Headcount

YEAR	HEADCOUNT	YEAR	HEADCOUNT	YEAR	HEADCOUNT
1958	502	1977	4,548	1996	7,308
1959	663	1978	4,644	1997	7,208
1960	757	1979	5,280	1998	7,219
1961	993	1980	5,277	1999	7,085
1962	1,256	1981	5,907	2000	7,299
1963	1,427	1982	6,407	2001	7,754
1964	1,772	1983	6,604	2002	8,303
1965	2,056	1984	6,025	2003	8,634
1966	2,213	1985	6,255	2004	8,730
1967	2,274	1986	6,376	2005	8,908
1968	2,375	1987	6,643	2006	9,143
1969	2,321	1988	7,163	2007	9,912
1970	2,485	1989	7,804	2008	10,715
1971	2,958	1990	7,961	2009	12,026
1972	3,125	1991	8,529	2010	11,439
1973	3,458	1992	7,830	2011	11,141
1974	3,668	1993	8,144	2012	10,800
1975	4,137	1994	7,911	2013	10,400
1976	4,269	1995	7,605	2014	10,411
				2015	10,237
				2016	9,984
Total Headcount Since 1958 : 364,278					



## Enrollment National Perspective



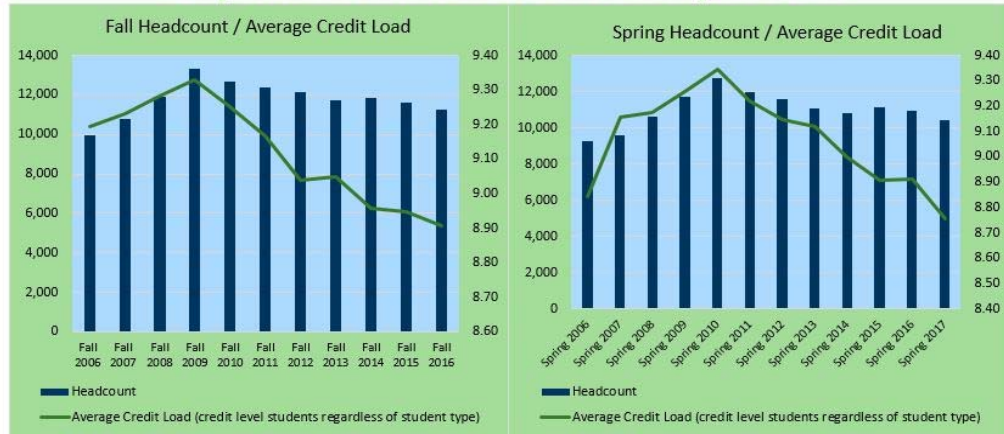
(National Student Clearinghouse Research Center)



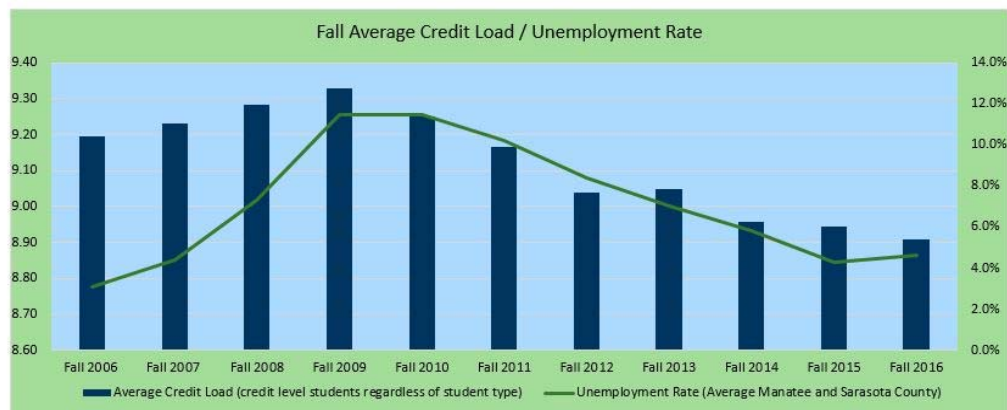
## Enrollment State Perspective

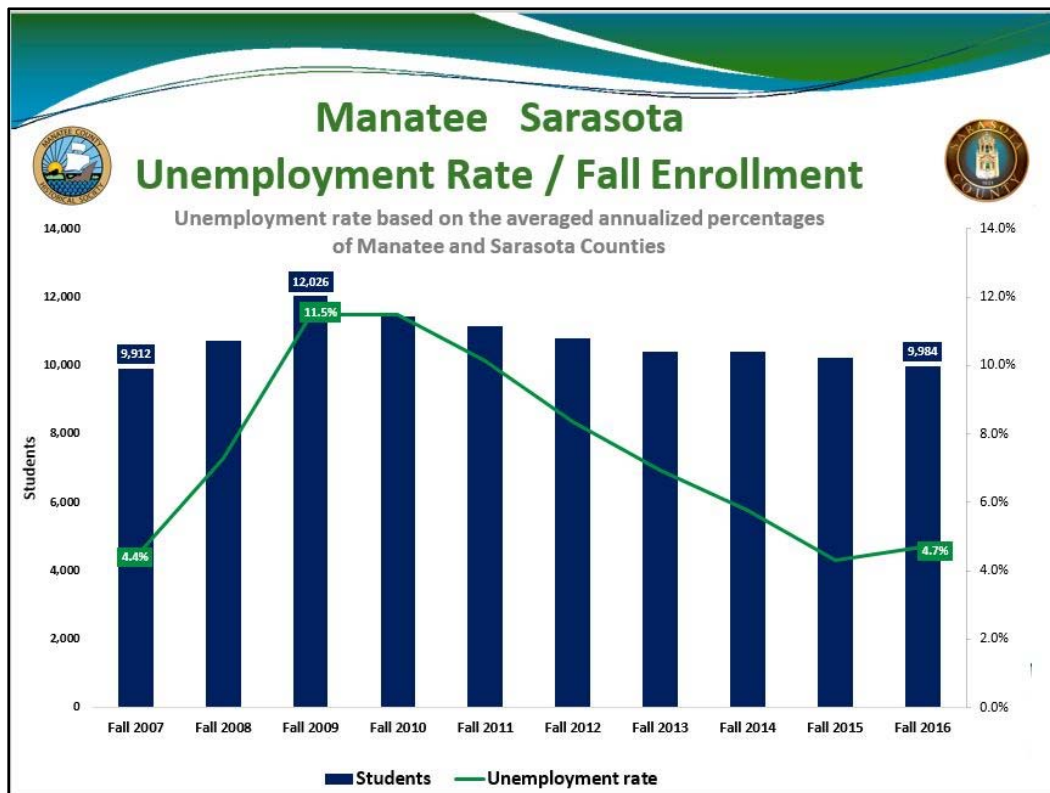
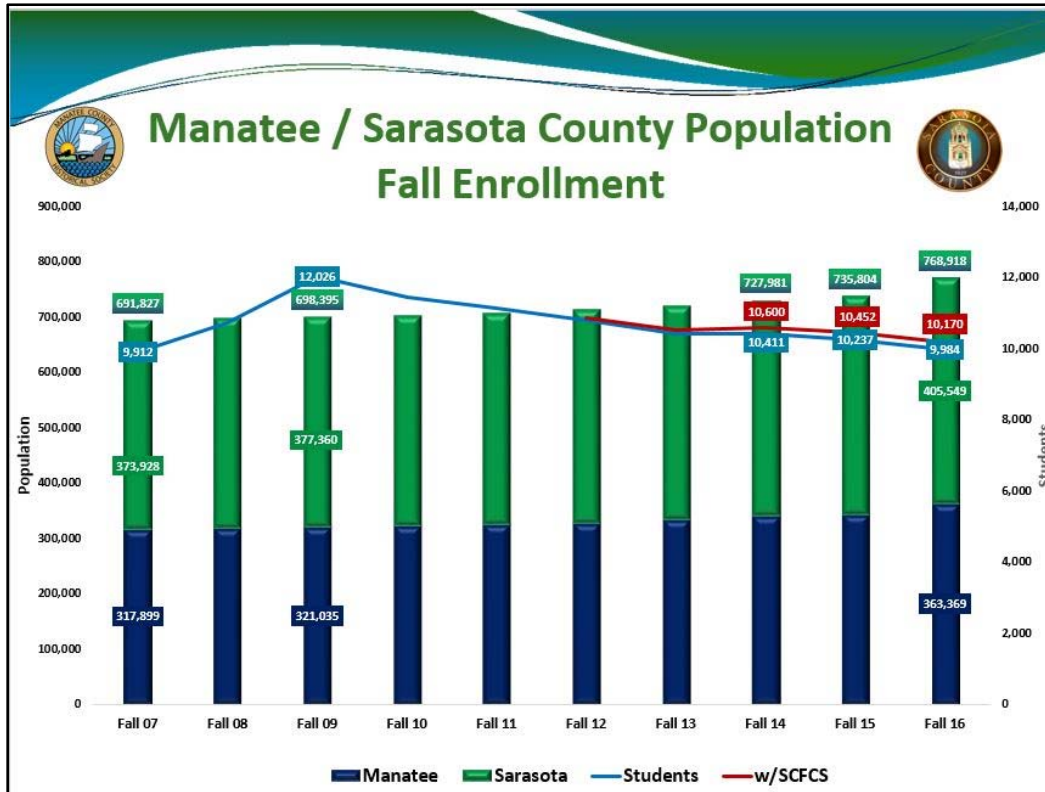


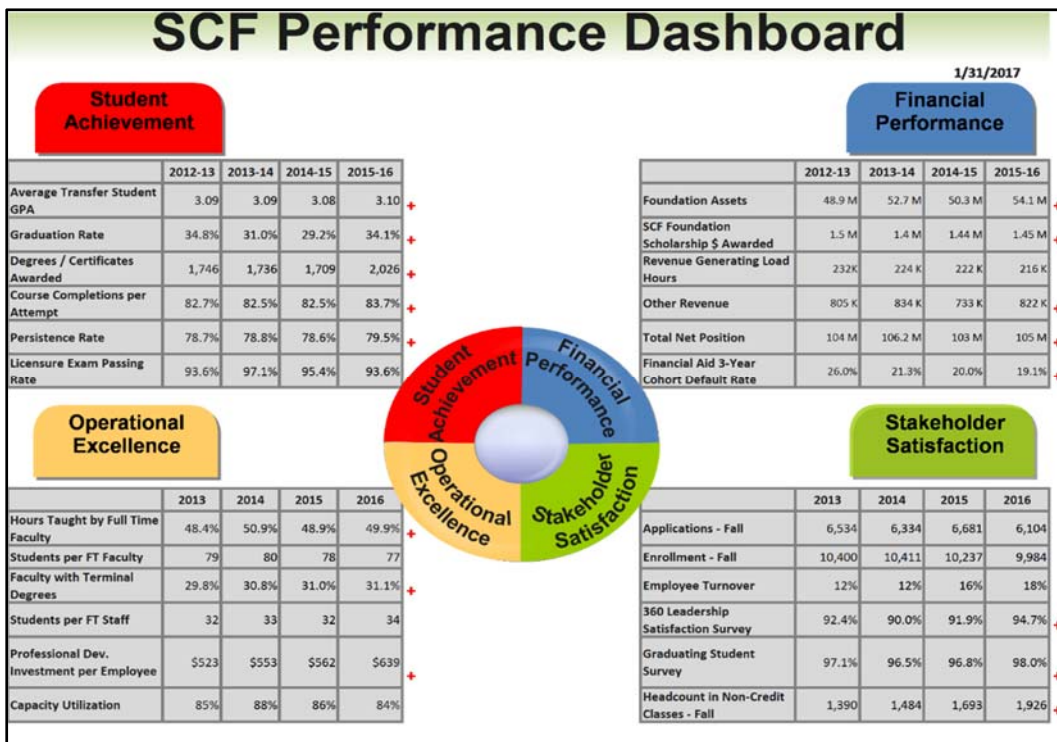
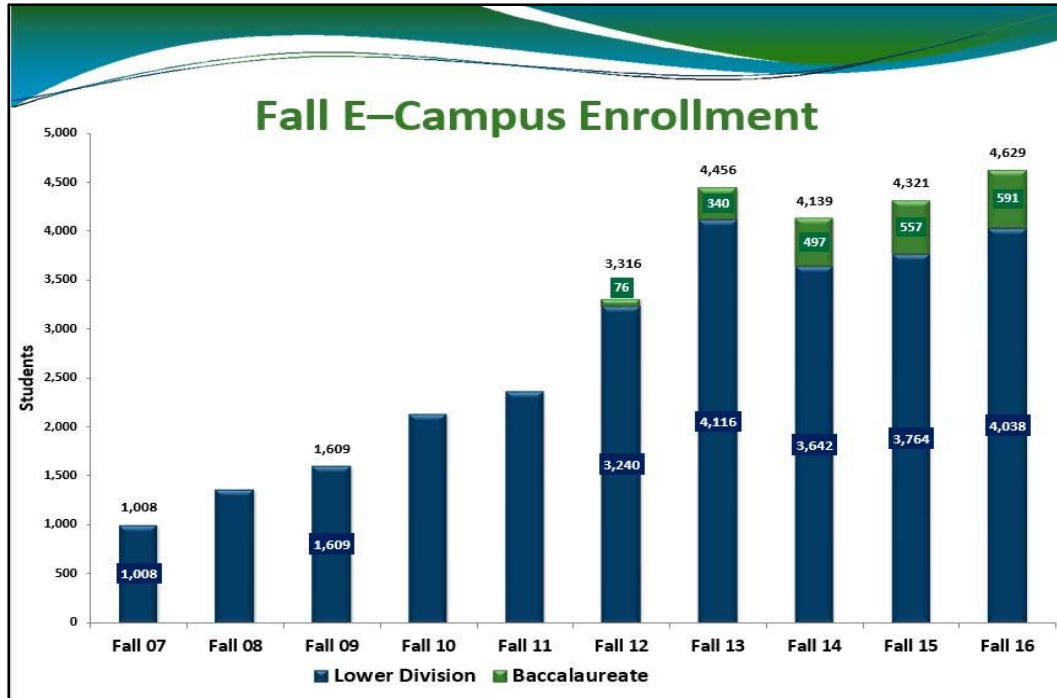
## SCF Enrollment: Expense Vs. Revenue Perspective



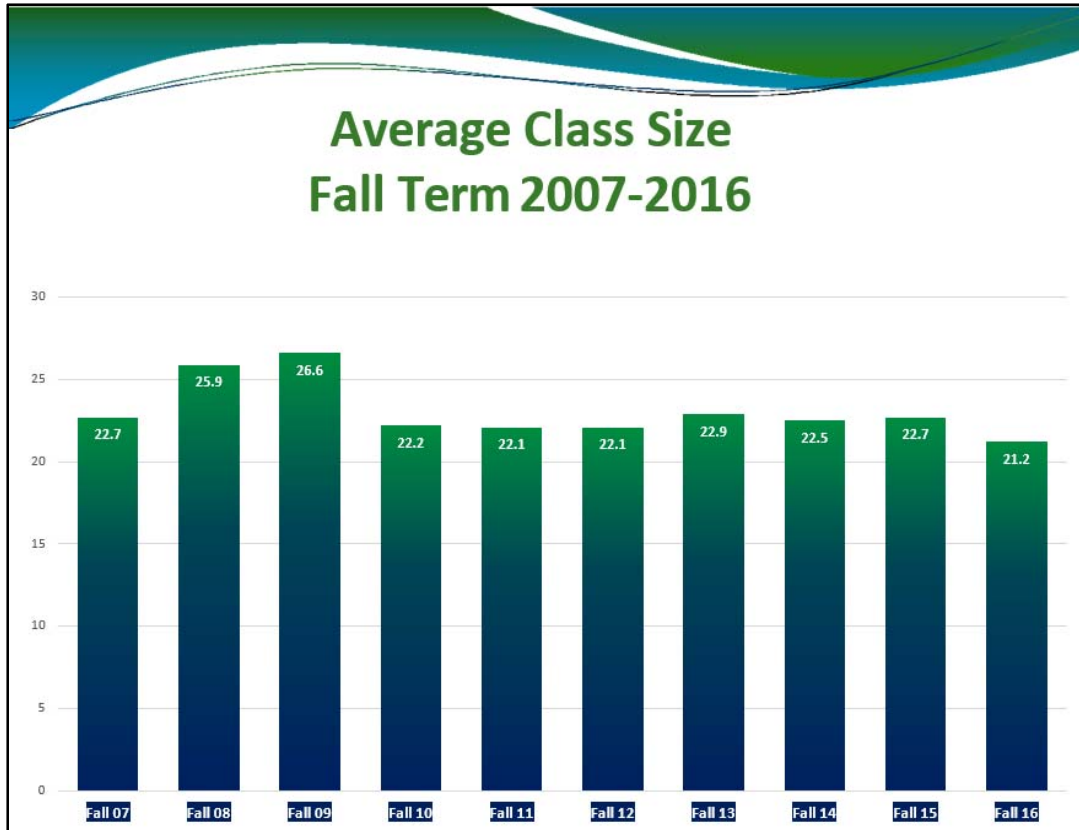
## SCF Average Credit Load/Unemployment Rate







\* + indicates increase over previous year





## Tuition, Fees, and Payment Options

All students are under the current tuition rate which is set for the Fall, Spring, and Summer semesters and is subject to annual increases.

### **Lower division courses ( per credit hour )**

In-state residents - \$102.48\*

Out-of-state residents - \$386.52\*

### **Upper division courses ( per credit hour )**

In-state residents - \$112.08\*

Out-of-state residents - \$442.08\*

\*Note:

Lower division in-state resident - Tuition: \$78.84 per credit hour + Mandatory Fees: \$23.64  
per credit hour = \$102.48 per credit hour

Lower division out-of-state resident - Tuition: \$78.84 per credit hour + Mandatory Fees: \$307.68  
per credit hour = \$386.52 per credit hour

Upper division in-state resident - Tuition: \$91.79 per credit hour + Mandatory Fees: \$20.29  
per credit hour = \$112.08 per credit hour

Upper division out-of-state resident - Tuition: \$91.79 per credit hour + Mandatory Fees: \$350.29  
per credit hour = \$442.08 per credit hour

NOTE: Fees are due and payable on the assigned date.

## Audit Students

Audit Students pay the same application, matriculation, tuition and special fees as credit students.

## College Level Non-Credit Courses

Fees for non-credit courses are designed to cover, at a minimum, the expense of conducting the course, and they vary from course to course.

## Fees for Special Programs

Special programs of varying duration may be offered appropriate to the needs of the community. Fees will be detailed in program brochures and in all cases will be in addition to those incurred as a student enrolled in regular degree courses listed in the catalog.

## Payment Plans

Tuition payment plans break down the tuition balance into affordable monthly payments.

### Payment Methods

- Automatic bank payment (ACH)
- Debit Card/Credit Card

### Cost to Participate

- \$30, \$35, \$40 enrollment fee
- \$30 returned payment fee if a payment is returned

## Personal Expenses

Room, board, and transportation expenses are not included in student course costs. Students wishing to live in the vicinity must contract for their own living accommodations

## Refund Policy

Access, application, deferred examination, graduation, I.D. card replacement, late, reinstatement, testing, and transcript fees are non-refundable.

Refunds during posted add/drop period: Refunds of 100 percent (less nonrefundable fees) will be made until the last day of registration (end of the posted add/drop period). Refunds are processed 10 days after the posted add/drop date of the term, and sent via the option chosen by the student.

Refund options include:

1. Easy Refund = Same Day
2. ACH transfer = 1-3 Days

Students who register for accelerated or short-term classes will follow the same procedures but may have separate add/drop refund deadlines.

Refunds during the withdrawal period: Students who withdraw from a course based upon a documented College error after the close of registration (end of posted add/drop period) may petition the College Refund Committee for a refund of fees.

## Returned Check Policy

SCF has adopted the following policies to apply to all checks returned to the College due to insufficient funds:

A minimum fee of \$20 will be charged for each returned check. The maximum charge permitted by law is the greater of \$40 or 5% of the face amount of the check. The check writer is also responsible for all of the cost of collection.

## Returned Check Policy (Cont.)

The return of a check shall result in cancellation of registration during the posted add/drop period. To be permitted to re-register, the amount of the returned check, plus the \$20 returned check charge, must be paid.

A returned check given for any purpose by a student following the posted add/drop period will result in the student being withdrawn from class. Readmission will be permitted only after payment is made in the amount of the returned check, plus the \$20 penalty.

A financial hold will be placed on the records of a student who submits a "bad" check and will stay until the check has been "made good." Any student whose records indicate a returned check which has not been "made good" will not be permitted to register for future courses at SCF, and any request for transcript of the student's college record will be refused. The college reserves the right to refuse payment by check for any student whose record indicates returned check activity for past transactions.

# State College of Florida Foundation

## About the State College of Florida Foundation



In 1978, a small group of concerned community leaders gathered to address a growing concern – how best to ensure that our local college would be able to meet the growing challenges of the future. A result of this meeting was the birth of what is today called The State College of Florida Foundation, Inc. The Foundation's founders understood the critical nature of the need to sustain a great college.

Their vision was a Foundation that would make a great college better – a Foundation that would provide scholarship opportunities to ensure access to all who desired to pursue higher education and raise funds to better equip the College's classrooms as well as to provide funds for faculty development. The founders visualized an organization that would contribute to the community's cultural and economic heritage and empower The State College of Florida through financial flexibility.

Investments include fixed assets (bonds), equities (stocks), and cash. In most cases, funds received by the Foundation are co-mingled for investment purposes. Earnings from the total investment portfolio are distributed on a pro-rata basis to individual accounts. Individual accounting is maintained for each Foundation account. Currently, the Foundation hosts endowed and annual scholarship programs supporting students in all programs of study. We also provide vehicles to affect physical change on each campus and purchase classroom equipment and technology.

## Mission

We connect donors' passions and regional partners with State College of Florida's outstanding students, faculty, programs and community, and we steward foundation assets consistent with our donors' intent.

## Vision

We aspire to double our endowment to remove the financial obstacles for all deserving students who want to improve their lives with a State College of Florida education, in order to contribute to the vitality of our community and to expand innovative, academic enhancements of the college to make it the best educational experience in the region.

## Foundation Board of Directors



President  
Cathy Kuhlman  
Turbine Weld, Inc.



Vice President  
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Treasurer  
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Board Director  
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Board Director  
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Swain Properties



## Schedule of Facilities and Fees

<b>SCF Facility Rental Fees</b>			
<b>SCF General</b>	<b>Per</b>	<b>Corp. Rate</b>	<b>Non-Profit</b>
Classroom (50 seats or lower)	Hr.	\$45.00	\$30.00
Classroom (more than 50 seats)	Hr.	\$55.00	\$40.00
Classroom with computers	Hr.	\$95.00	\$65.00
Science Laboratories	Hr.	\$230.00	\$165.00
Conference Room – small	Hr.	\$40.00	\$28.00
Conference Room – large	Hr.	\$60.00	\$42.00
Library Studio (Bradenton Campus)	Hr.	\$75.00	\$55.00
Library Teleconference Room	Hr.	\$45.00	\$30.00
<b>Multi-function Rooms</b>			
SCF Bradenton Student Union Café	Hr.	\$95.00	\$75.00
SCF Bradenton Staff Dining Room	Hr.	\$45.00	\$30.00
SCF Bradenton SU Multi-purpose Room (147/148) – Full Room	Hr.	\$80.00	\$60.00
SCF Bradenton SU Multi-purpose room (147/148) – Half Room	Hr.	\$40.00	\$30.00
SCF Bradenton Chapel	Hr.	\$45.00	\$30.00
SCF Bradenton Art Gallery	Hr.	\$55.00	\$40.00
SCF Lakewood Ranch Auditorium	Hr.	\$195.00	\$165.00
SCF Lakewood Ranch Selby Room – Full Room	Hr.	\$80.00	\$60.00
SCF Lakewood Ranch Selby Room – Half Room	Hr.	\$40.00	\$30.00
SCF Venice Selby Room – Full Room	Hr.	\$120.00	\$100.00
SCF Venice Selby Room – Half Room	Hr.	\$75.00	\$65.00
SCF Venice Student Union Cafeteria	Hr.	\$75.00	\$65.00
<b>Bradenton Gymnasium</b>			
Gymnasium	Hr.	\$95.00	\$65.00
Concession	Hr.	75.00	\$55.00
Activity Room	Hr.	\$55.00	\$40.00
Baseball/Softball Field (No Lights)	Hr.	\$150.00	\$105.00
Tennis Court	Hr.	\$45.00	\$30.00
General Equipment Package/Lights for Baseball or Softball Fields	Event	\$40.00	\$30.00
Volleyball Equipment Package	Event	\$60.00	\$50.00
Basketball Equipment Package	Event	\$50.00	\$40.00
<b>Outdoor Areas</b>			
Parking Lot	Day	\$200.00	\$140.00
Unpaved Open Space	Day	\$175.00	\$150.00
Performance Pavilion	Hr.	\$50.00	\$40.00

## Capital Assets

College capital assets consist of land; artwork and artifacts; construction in progress; buildings; other structures and improvements; furniture, machinery, and equipment; and assets under capital leases. These assets are capitalized and recorded at cost at the date of acquisition or at acquisition value at the date received in the case of gifts and purchases of State surplus property.

Additions, improvements, and other outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. The College has a capitalization threshold of \$5,000 for tangible personal property and \$25,000 for buildings and other structures and improvements. Depreciation is computed on the straight-line basis over the following estimated useful lives:

- Buildings – 40 years
- Other Structures and Improvements – 10 years
- Furniture, Machinery, and Equipment:
  - Computer Equipment – 3 years
  - Vehicles, Office Machines, and Educational Equipment – 5 years
  - Furniture – 7 years
- Asset(s) Under Capital Lease(s) – 10 years

## 2016 Health Benefits

State College of Florida offers a wide variety of competitive benefits to its employees.

### Health Insurance

Provider: Florida Blue. Information on PPO plans (2) and HMO plan, premiums, and other programs.

### Dental Insurance

Two dental plans through Delta Dental, premiums, and link to find a doctor.

### Vision Insurance

Information on SCF's vision plan through VSP, premiums, and link to find a doctor.

### Life Insurance, Universal Life, and Long Term Care Insurance Plans

Information on SCF's college paid life insurance, supplemental life insurance, Cancer Insurance, Universal Life Insurance, and Long Term Care.

### Disability Insurance

Information on SCF's Short Term Disability and Long Term Disability Insurance.

### Flexible Spending Account

Tax free account to be used for eligible medical expenses or eligible dependent care expenses.

### Employee Assistance Program

Free to all benefit eligible employees and members of their household.

## 2016 Health Benefits (Cont.)

### **Wellness Programs**

SCF offers the opportunity to participate in our Pride in Wellness program. If you elect the college's medical insurance, you also have access to the Florida Blue, Blue Rewards program.

## Retirement

State College of Florida offers a wide variety of Retirement benefits to its employees.

### **FICA Alternative Plan**

Alternative retirement plan for Adjunct employees.

### **Florida Retirement System**

All employees that work 20 or more hours per week must participate in a retirement plan. Rates are approved annually by the Florida legislature. Employees who participate in the (local) State College of Florida Defined Contribution Senior Management Retirement Plan, are not required to contribute. For more information on FRS, please visit [www.myfrs.com](http://www.myfrs.com).

### **Community College Optional Retirement Program (CCORP)**

Faculty, Directors, and above are eligible to join the Community College Optional Retirement Program (CCORP).

### **Tax Sheltered Annuities**

Supplemental retirement accounts to include 403(b), 457(b), Roth 403(b).

### **TSA Consulting**

SCF's plan administrator. Contact TSA Consulting at (888) 796-3786 for distribution requests.

# Investment of Surplus Funds

**Number:** 6HX14-5.14

**Authority:** F.S. 218.415, 1001.64

**Date:** 10/23/13

**History:** 1/18/84, 08/16/00, 6/23/05, 4/19/06

**Source:** Vice President, Finance & Administrative Services

1. Investment activity by the College must be consistent with a written investment plan (if one exists) adopted by the Board Trustees for any public funds in excess of the amounts needed to meet current expenses. Such policy shall be structured to place the highest priority on the safety of principal and liquidity of funds. The optimization of investment returns shall be secondary to the requirements for safety and liquidity.

Such policy shall address the guidelines found in subsections (1) – (16) of Section 218.415, Florida Statutes.

If no written policy exists, the College may invest or reinvest any surplus public funds in their control or possession in any of the following pursuant to Section 218.415(17), Florida Statutes:

2. The Local Government Surplus Funds Trust Fund, or any intergovernmental Investment pool authorized pursuant to the Florida Inter-local Cooperation Act, as provided in Section 163.01, Florida Statutes.
3. Securities and Exchange Commission registered money market funds with the highest credit quality from a nationally recognized rating agency.
4. Interest bearing time deposits or savings accounts in qualified public depositories, as defined in Section 280.02, Florida Statutes.
5. Direct obligations of the U.S. Treasury.

The above securities shall be invested to provide sufficient liquidity to pay obligations as they come due.

The College President and the Vice President for Finance and Administrative Services shall have the authority to make investments of excess College funds in accordance with Section 218.415, Florida Statutes.

# SCF Budget

## Budget Narrative 2017-18 Operating Budget

### BUDGET SUMMARY

These reports are summaries of the financial plan for each of the funds through which revenues will be received and expenditures will be disbursed throughout the budget year. The summaries of Funds 1, 2, and 7 for the lower division, upper division, and Collegiate School reflect the budgets as presented on succeeding reports for review and approval.

### BUDGET JUSTIFICATION

This report presents information to support the budget request. Included are student fee amounts per credit hour, transfers, and federal funds information.

## Revenues Current Funds

**Tuition and Non-Resident Fees for Two Year Programs** - for 2017-18 are estimated at \$14,696,328 for in state fees for credit courses (186,407 student load hours) and \$2,096,127 for out-of-state fees for credit courses (8,856 student load hours). The fee rate is the same as the 2016-17 rate (no increase), however the cumulative fees are \$510,748 lower due to a 5% decrease in load hours from 2015-16 to 2016-17. Included in the fees are designated amounts for financial aid, student activities and services, technology and capital improvements. The portion of the fee for technology will be restricted to the enhancement of service to students by providing current technology standards as they relate to administrative services, student email, portal, instructional technology and online learning. Excess fees over expenses, should they occur, will be reserved in fund balance for future year student technology expenses.

**Florida College System Program Fund and State Lottery** – are budgeted at \$18,767,773 in recurring funds, \$1,381,510 in non-recurring funds and \$4,643,537 in lottery funds, respectively, for a total allocation of \$24,792,820. Additional Performance Based Equity Funding of \$1,251,806 is also budgeted in 2017-18.

**Other Revenue** – is budgeted at \$4,134,897 for 2017-18, which includes non-credit at a minimum average rate of \$7.57 per hour, other student fees, indirect revenues, interest, cell tower lease, transfers-in from the Auxiliary Fund, proceeds from sales and services and rental of college facilities.

**Baccalaureate Programs Revenue** - is recorded in the current unrestricted fund as required by law. Tuition is estimated at \$1,335,086 in state (14,545 student load hours) and \$32,725 for out-of-state (119 student load hours) for the continuation of eight programs (BAS Technology Management, BAS International Business and Trade, BS Nursing, BS Early Childhood Education, BAS Health Services Administration, BAS Homeland Security, BAS Public Safety Administration and BAS Energy Technology Management). The tuition rate is the same as the 2016-17 rate. Included in the per-hour fees to students are designated fund amounts for financial aid, student activities and services, technology and capital improvements, and total \$288,737. Other budgeted revenues include college program funds at \$178,164, and other student fees at \$112,600.

**Collegiate School Revenue** – are recorded in the current restricted fund. State funding through the School Board of Manatee County is budgeted at \$2,995,732. Other revenues are budgeted at \$5,000.

## Expenditures

### Current Funds

**Personnel Expenses Lower Division** – for 2017-18, are budgeted at \$36,520,087 as compared with \$35,458,234 budgeted in 2016-17, an increase of \$1,061,853. Personnel costs are at 70.8% of total operating costs as compared to 72.9% for 2016-17. Included are earned faculty promotions (T.O.P. for career employees), and organizational changes to take best advantage of the considerable talents of individuals at the college. Also reflected in the personnel expenses is a continuation of supplemented dependent health coverage, a 6% increase in health insurance premiums and an increase in the retirement expenses paid by the College for all classes of employees. Employees will continue contributing 3% of their retirement cost.

**Current Expenses Lower Division** – for 2017-18 are budgeted at \$13,223,401 an increase of \$499,358 over 2016-17. The difference is due to an increase in administrative software related to ongoing software improvements and other expenses associated with strategic and performance goals.

**Capital Outlay Lower Division** – for 2017-18 are budgeted at \$1,360,000, which is a net increase of \$900,000 from 2016-17 mainly due to technology equipment upgrades. This budget represents general facilities equipment, labs and classroom improvements and equipment upgrades.

**Baccalaureate Programs Expenditures** - are recorded in both the current unrestricted and restricted funds to include state, student and private grant supported expenses. Personnel expenses are budgeted at \$1,303,713. Current expenditures are budgeted at \$228,239, and include operating expenses for eight ongoing programs. There are no capital outlay expenditures budgeted for 2017-18.

**Collegiate School Expenditures** – are recorded in the current restricted fund as required by contract. Personnel expenses are budgeted at \$1,951,246 for thirty-two full and part-time personnel, including administrative, full and part time instructors, and technical and professional staff. Current expenses are budgeted at \$1,034,859 and include purchased services, technology, materials and supplies. Rent of \$84,500 is budgeted in the unexpended plant fund.

## Plant Fund and Expenditures

The report for plant fund expenditures consists of three sections. Section A is a recapitulation of the unexpended plant fund by source of funds. Sections B and C project anticipated expenditures based upon state funding. Funds allocated from 2017-18 PECO appropriations will be used for general renovation and remodeling and deferred maintenance college-wide (\$861,705).

The report also reflects funds generated from the Student Capital Improvement Fees to be used for various capital projects system-wide (\$1,655,680) and technology refresh (\$250,000), and from Capital Outlay and Debt Service funds of \$300,000 to be used for campus improvements.

### CONCLUSION

The 2017-18 budget is a planning document. During the fiscal year budget amendments will be presented for formal approval to reflect actual revenues and expenditures to meet the ever-changing needs of the College.



## Student Fees

### I. Student Fees for 2017-18 - Two Year Programs

	In State	Out-of-State
Per Credit or Load Hour:		
Tuition	\$ 78.84	\$ 78.84
Out-of-State Fee	.00	236.69
Financial Aid Fee	3.94	15.78
Capital Improvement Fee	7.88	31.55
Student Activity and Service Fee	7.88	7.88
Technology Fee	3.94	15.78
Total Per Credit or Load Hour	\$ 102.48	\$ 386.52

The District Board of Trustees is appropriating \$1,377,101 for Student Activities in 2017-18 that will be received from Student Activity and Service Fee assessment.

### II. Student Fees for 2017-18 – Baccalaureate Programs

	In State	Out-of-State
Per Credit or Load Hour:		
Tuition	\$ 91.79	\$ 91.79
Out-of-State Fee	.00	275.00
Financial Aid Fee	4.37	18.12
Capital Improvement Fee	6.56	34.06
Student Activity and Service Fee	6.55	6.55
Technology Fee	2.81	16.56
Total Per Credit or Load Hour	\$ 112.08	\$ 442.08

### III. Transfers Information

#### Transfers In:

Business Hospitality	\$ 10,848	from Fund 3 to Fund 1
Presidential Discretionary Fund	\$ 55,000	from Fund 3 to Fund 1
Human Resources – Mgmt. Development	\$ 7,200	from Fund 3 to Fund 1
Recognition	\$ 10,000	from Fund 3 to Fund 1
Wellness	\$ 34,400	from Fund 3 to Fund 1
VP's Deans In-District Meals	\$ 7,000	

#### Transfers Out:

Debt Service – Performance Contract	\$ 0	from Fund 1 to Fund 8
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### IV. Federal Funds Information

U.S. Department of Education - Federal Work-Study Program Award of \$216,300

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**BUDGET SUMMARY**  
**2017 - 2018 FISCAL YEAR**

	Lower Division Current Funds Unrestricted	Lower Division Current Funds Restricted	Lower Division UnExpended Plant & Renewals/Replacement Fund
<b>Current Year Fund Balance July 1, 2017</b>	\$ 2,651,222	\$ 399,035	\$ 17,207,455
Add: Revenues, Exclusive of Transfers	46,847,530	3,804,429	3,067,385
Transfers In	124,448	0	0
Fund Balance Reserve	1,500,000	0	0
<b>Total Available</b>	\$ 51,123,200	\$ 4,203,464	\$ 20,274,840
Deduct: Expenditures, Exclusive of Transfers	51,103,488	3,804,429	14,616,629
Transfers Out	0	0	0
<b>Estimated Fund Balance June 30, 2018</b>	\$ 19,712	\$ 399,035	\$ 5,658,211

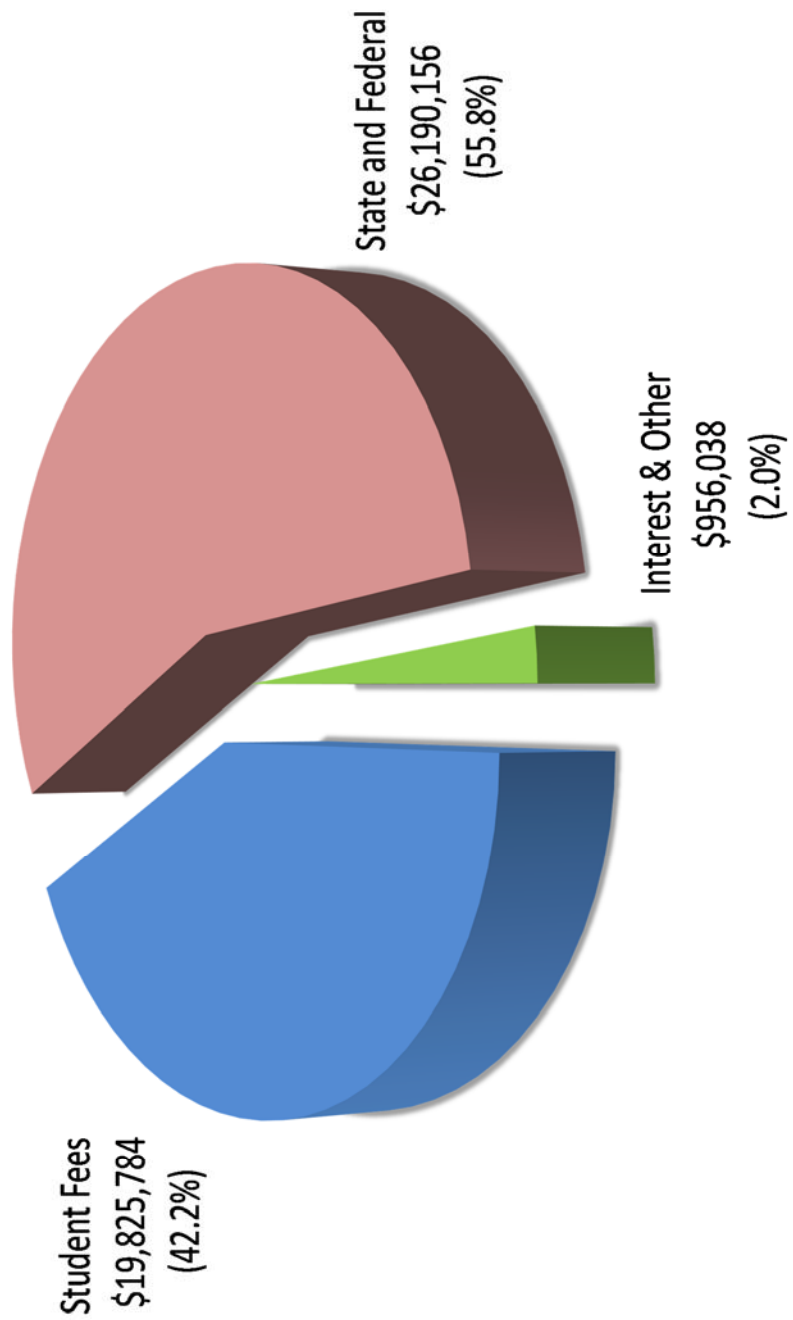
# STATE COLLEGE OF FLORIDA

2017 - 2018

Revenue

Lower Division

- Student Fees
- State and Federal
- Interest & Other



**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**SCHEDULE OF REVENUES**  
**2017 - 2018 FISCAL YEAR**

	LOWER DIVISION				LOWER DIVISION				LOWER DIVISION			
	CURRENT UNRESTRICTED				CURRENT RESTRICTED				UNEXPENDED			
	Estimated Actual	Original	Proposed		Estimated Actual	Original	Proposed		Original	Proposed	Plant Renewals/ Replacements	
	Revenues	Budget	Budget		Revenues	Budget	Budget		Budget	Budget	2017-2018	2017-2018
	2016-2017	2016-2017	2017-2018		2016-2017	2016-2017	2017-2018		2016-2017	2017-2018		
<b>Student Fees</b>												
40110 Tuition - Advanced & Professional	\$ 12,200,500	\$ 13,326,070	\$ 12,659,812	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0	0
40116 Tuition - Advanced & Professional DE	1,083,155	1,000,000	1,100,000	0	0	0	0	0	0	0	0	0
40119 Tuition - Refunds	-1,202,049	0	-1,400,000	0	0	0	0	0	0	0	0	0
40120 Tuition - Postsecondary Vocational	1,346,300	1,413,843	1,346,351	0	0	0	0	0	0	0	0	0
40126 Tuition - Postsecondary Vocational DE	4,823	4,356	5,000	0	0	0	0	0	0	0	0	0
40150 Tuition - Developmental Education	570,386	726,524	690,165	0	0	0	0	0	0	0	0	0
40160 Tuition - Educator Preparatory Institutes	58,507	60,022	58,578	0	0	0	0	0	0	0	0	0
40240 Tuition - Continuing Workforce Education	378,765	320,000	397,250	0	0	0	0	0	0	0	0	0
40261 Repeat Course Fee - Advanced & Professional	396,231	375,000	396,231	0	0	0	0	0	0	0	0	0
40262 Repeat Course Fee - Postsecondary Vocational	13,491	4,950	13,491	0	0	0	0	0	0	0	0	0
40265 Repeat Course Fee - Developmental Education	20,045	25,000	23,750	0	0	0	0	0	0	0	0	0
40270 Tuition - Self Supporting	124,396	138,600	150,760	0	0	0	0	0	0	0	0	0
40310 Out of State Fee - Advanced and Professional	1,811,707	1,600,278	1,811,862	0	0	0	0	0	0	0	0	0
40320 Out of State Fee - Postsecondary Vocational	156,458	169,783	161,186	0	0	0	0	0	0	0	0	0
40350 Out of State Fee - Developmental Education	122,875	87,246	123,079	0	0	0	0	0	0	0	0	0
40360 Out of State Fee - EPI	710	6,831	710	0	0	0	0	0	0	0	0	0
40400 Laboratory Fees	457,372	518,760	457,372	0	0	0	0	0	0	0	0	0
40500 Application Fees	1,978	2,621	2,490	0	0	0	0	0	0	0	0	0
40510 Application Fees - Health Sciences	13,420	15,411	14,640	0	0	0	0	0	0	0	0	0
40600 Graduation Fees	39,260	30,000	39,260	0	0	0	0	0	0	0	0	0
40700 Transcript Fees	2,675	5,600	5,320	0	0	0	0	0	0	0	0	0
40710 Transcript Fees - Credentials	48,799	49,000	48,799	0	0	0	0	0	0	0	0	0
40850 Student Activities and Service Fees	0	0	0	0	1,405,000	1,621,956	1,377,101	1,905,680	1,621,956	1,377,101	1,905,680	1,905,680
40870 Technology Fees	841,856	871,200	841,856	0	0	0	0	0	0	0	0	0
40900 Other Student Fees	0	0	0	0	674,116	734,356	759,111	0	734,356	759,111	0	0
40910 Late/Reinstatement Fees	0	2,213	2,102	0	0	0	0	0	0	0	0	0

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**SCHEDULE OF REVENUES**  
**2017 - 2018 FISCAL YEAR**

	LOWER DIVISION CURRENT UNRESTRICTED			LOWER DIVISION CURRENT RESTRICTED			LOWER DIVISION UNEXPENDED		
	Estimated Actual	Original	Proposed	Estimated Actual	Original	Proposed	Plant Renewals/ Replacements		
	Revenues 2016-2017	Budget 2016-2017	Budget 2017-2018	Revenues 2016-2017	Budget 2016-2017	Budget 2017-2018	2017-2018		
<b>Student Fees (cont.)</b>									
40913 SCF OneCard Replacement Fee	\$ 0	\$ 400	\$ 170	\$ 0	\$ 0	\$ 0	\$ 0		0
40915 Degree Check Credentials	1,267	1,328	1,262	0	0	0	0		0
40920 Testing Fees	28,202	24,246	37,288	0	0	0	0		0
40930 Student Insurance Fees	6,998	7,500	6,500	0	0	0	0		0
40950 Access Fee	829,818	866,250	830,000	0	0	0	0		0
40960 Replacement Fee - Student ID Card	590	3,500	500	0	0	0	0		0
<b>Total Student Fees</b>	\$ 19,358,535	\$ 21,656,532	\$ 19,825,784	\$ 2,079,116	\$ 2,356,312	\$ 2,136,212	\$ 1,905,680		
<b>Support from State Government</b>									
42110 Florida College System Program Fund	\$ 19,129,817	\$ 17,853,029	\$ 18,767,773	\$ 0	\$ 0	\$ 0	\$ 0		0
42210 License Tag Fees	0	0	0	0	0	0	0		300,000
42310 Public Education Capital Outlay	0	0	0	0	0	0	0		861,705
42500 Grants and Contracts from State	0	0	0	88,139	38,434	98,567	0		0
42501 Misc State Appropriation	0	0	1,381,510	0	0	0	0		0
42510 Performance Based Incentive Funding	1,251,806	1,251,806	1,251,806	0	0	0	0		0
42515 Equity Funding	0	962,437	0	0	0	0	0		0
42610 Lottery Funds - FCSFP	5,535,260	5,535,261	4,643,537	0	0	0	0		0
42900 Indirect Cost Recovered - State	0	74,250	74,250	0	0	0	0		0
<b>Total Support from State</b>	\$ 25,916,883	\$ 25,676,783	\$ 26,118,876	\$ 88,139	\$ 38,434	\$ 98,567	\$ 1,161,705		
<b>Support from Federal Government</b>									
43510 Grants and Contracts from Federal Gov't.	\$ 0	\$ 0	\$ 0	\$ 588,491	\$ 471,456	\$ 740,526	\$ 0		0
43900 Indirect Cost Recovered - Federal	60,125	71,280	71,280	0	0	0	0		0
<b>Total Support Federal</b>	\$ 60,125	\$ 71,280	\$ 71,280	\$ 588,491	\$ 471,456	\$ 740,526	\$ 0		0



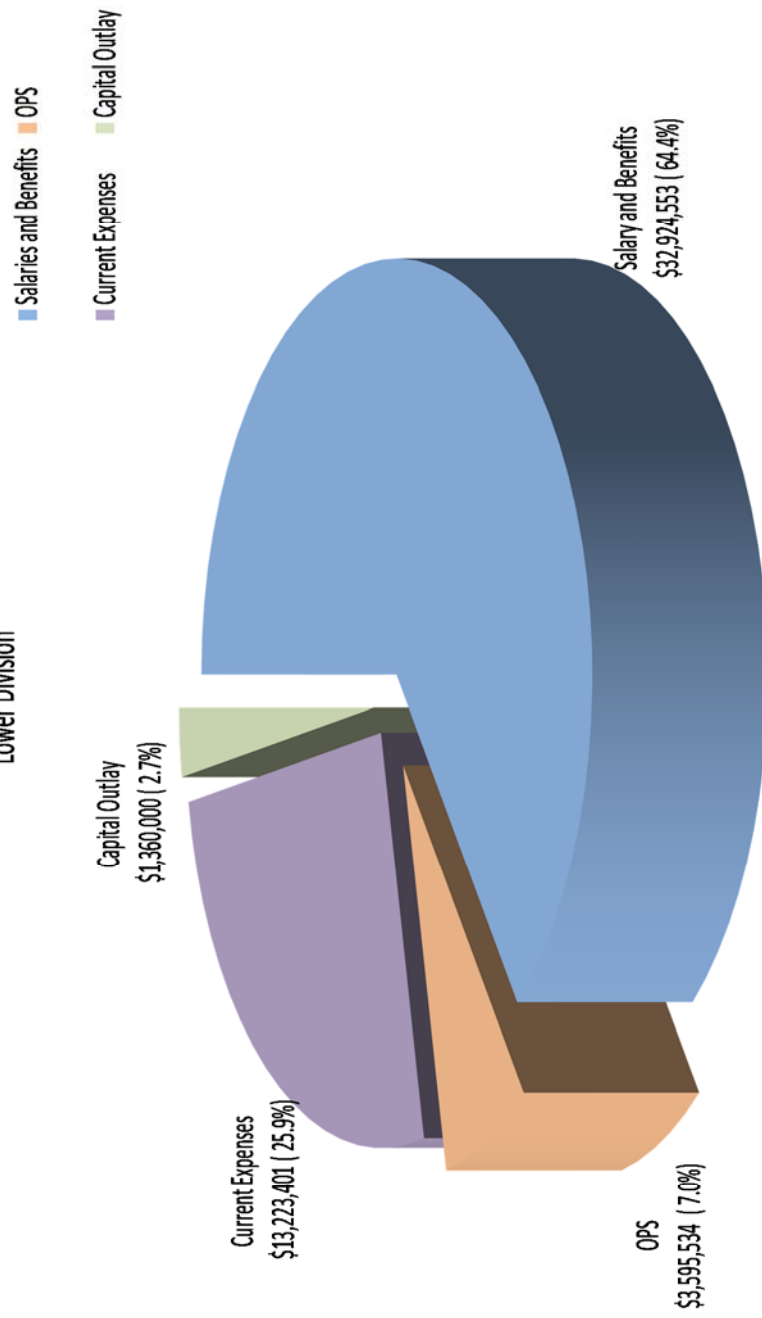
**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**SCHEDULE OF REVENUES**  
**2017 - 2018 FISCAL YEAR**

	LOWER DIVISION CURRENT UNRESTRICTED			LOWER DIVISION CURRENT RESTRICTED			LOWER DIVISION UNEXPENDED		
	Estimated Actual Revenues 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Revenues 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018	Original Budget 2016-2017	Proposed Budget 2017-2018	Plant Renewals/ Replacements 2017-2018
<b>Gifts &amp; Private Grants</b>									
44110 Gifts From Individuals Operating	\$ 0 \$	0 \$	0 \$	0 \$	12,705 \$	0 \$	12,705 \$	0 \$	0
44400 Private Grants and Contracts	0	0	0	268,885	349,038	357,325	349,038	357,325	0
<b>Total Gifts &amp; Private Grants</b>	\$ 0 \$	0 \$	0 \$	268,885 \$	361,743 \$	357,325 \$	361,743 \$	357,325 \$	0
<b>Sales &amp; Services</b>									
45600 Food Service Sales and Commissions	\$ 0 \$	0 \$	0 \$	5,364 \$	5,800 \$	7,300 \$	5,800 \$	7,300 \$	0
46400 Use of College Facilities	26,710	60,000	55,350	11,953	40,067	40,067	40,067	40,067	0
46410 Clearwire XOHM ATT/IT (Sprint)	207,917	233,061	240,053	0	0	0	0	0	0
46600 Other Sales and Services	24,153	21,000	24,650	0	0	0	0	0	0
46601 Recyclable Materials	0	10,000	1,300	0	0	0	0	0	0
46603 Debit Card Copier Sales	12,161	15,000	14,500	0	0	0	0	0	0
46900 Interdepartmental Sales	193,523	260,000	254,250	0	0	0	0	0	0
<b>Total Sales &amp; Services</b>	\$ 464,464 \$	599,061 \$	590,103 \$	17,317 \$	45,867 \$	47,367 \$	45,867 \$	47,367 \$	0
<b>Other Revenue</b>									
48100 Interest and Dividends - SBA	\$ 136,687 \$	54,650 \$	136,687 \$	18,536 \$	6,298 \$	18,993 \$	6,298 \$	18,993 \$	0
48102 Investment Interest - BOA	14,082	13,000	13,000	0	0	0	0	0	0
48700 Fines and Penalties	820	1,700	700	0	0	0	0	0	0
48900 Miscellaneous Revenue	32,241	19,008	20,000	26,030	22,873	37,873	22,873	37,873	0
48910 Recovery of Bad Debts	81,694	70,000	70,000	0	0	0	0	0	0
48940 Ticket Sales and Gate Receipts	0	0	0	9,029	4,935	7,435	4,935	7,435	0

# SCHEDULE OF REVENUES 2017 - 2018 FISCAL YEAR

	LOWER DIVISION				LOWER DIVISION				LOWER DIVISION	
	CURRENT UNRESTRICTED				CURRENT RESTRICTED				UNEXPENDED	
	Estimated Actual	Original	Proposed		Estimated Actual	Original	Proposed		Proposed	Plant Renewals/ Replacements
	Revenues	Budget	Budget		Revenues	Budget	Budget		2017-2018	2017-2018
	2016-2017	2016-2017	2017-2018		2016-2017	2016-2017	2017-2018		2017-2018	2017-2018
<b>Other Revenue (cont.)</b>										
48941 Reimbursed Rent - Athletics	\$ 0 \$	0 \$	0 \$		35,289 \$	97,017 \$	105,817 \$		0	0
48942 Reimbursed Utilities - Athletics	0	0	0		5,805	10,795	10,795		0	0
<b>Total Other Revenue</b>	\$ 265,524 \$	158,358 \$	240,387 \$		94,689 \$	141,918 \$	180,913 \$		0	0
<b>Non-Revenue Receipts</b>										
49210 Non Mand Transfers In - From Curr Unrest Fd	\$ 0 \$	0 \$	0 \$		0 \$	0 \$	0 \$		0	0
49220 Non Mand Transfers In - From Curr Rest Fd	0	0	0		105,773	117,194	118,051		0	0
49230 Non Mandatory Transfers In - From Aux Fund	0	92,448	124,448		75,000	75,000	125,468		0	0
49500 Proceeds from Sale of Capital Assets	0	1,000	1,000		0	0	0		0	0
49900 Cash Over and Short	0	100	100		3	0	0		0	0
<b>Total Non-Revenue Receipts</b>	\$ 0 \$	93,548 \$	125,548 \$		180,776 \$	197,194 \$	243,519 \$		0	0
<b>Total Revenues</b>	\$ 46,065,531 \$	48,255,562 \$	46,971,978 \$		3,317,413 \$	3,607,924 \$	3,804,429 \$		3,067,385	

STATE COLLEGE OF FLORIDA  
2017 - 2018  
Expenditures by Object Categories  
Lower Division



**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**EXPENDITURES BY OBJECT**  
**2017 - 2018 FISCAL YEAR**

		LOWER DIVISION			LOWER DIVISION			LOWER DIVISION			LOWER DIVISION UNEXPENDED PLANT RENEWALS/ REPLACEMENTS 2017-2018
		Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	
<b>Salaries</b>											
51000	Executive Management	\$ 801,634	\$ 793,280	\$ 819,310	\$	0	\$	0	0	\$	0
51100	Instructional Management	252,190	264,235	277,028	0	0	0	0	0	0	0
51101	Department Chair Supplement	81,000	81,000	81,000	0	0	0	0	0	0	0
51201	Non-Instructional Administrators	1,745,643	1,687,111	1,757,998	238,267	235,909	238,267	238,267	235,909	238,267	0
51202	Middle Managers	502,685	584,009	516,584	25,075	32,237	32,559	25,075	32,237	32,559	0
52001	Instructional - 9 Months	6,422,149	6,901,359	6,931,492	104,227	156,862	157,893	104,227	156,862	157,893	0
52002	Instructional - Librarians	276,209	346,370	357,132	0	0	0	0	0	0	0
52004	Instructional - Coach	0	0	0	121,746	118,830	111,710	121,746	118,830	111,710	0
52005	Instructional - Program Managers	29,312	35,685	28,000	2,250	0	0	2,250	0	0	0
52006	Instructional - Supplemental Pay	150,162	94,169	159,569	12,692	20,000	11,000	12,692	20,000	11,000	0
52007	Instructional - Adjunct Training	0	7,000	0	0	0	0	0	0	0	0
52101	Instructional - Overload - Fall	501,990	530,447	547,908	1,000	0	0	1,000	0	0	0
52102	Instructional - Overload - Spring	479,836	480,779	412,756	0	0	0	0	0	0	0
52103	Instructional - Overload - Summer	646,755	663,774	630,586	0	0	0	0	0	0	0
52105	Instructional - Overload - Clinical	2,000	2,000	2,000	0	0	0	0	0	0	0
52110	Instructional - Overload - Non Credit	9,084	10,000	10,000	0	0	0	0	0	0	0
52200	Instructional - Substitution	5,618	3,900	3,900	0	0	0	0	0	0	0
52301	Instructional - Para-Prof 9 - 10 Months	175,110	191,297	188,793	0	0	0	0	0	0	0
52302	Instructional - Para-Prof 11 - 12 Months	171,204	168,324	171,028	0	0	0	0	0	0	0
53001	Other Professional - Technical	0	0	0	0	0	70,700	0	0	70,700	0
53010	Professional Support - Academic	395,926	549,313	467,422	38,825	35,838	48,800	38,825	35,838	48,800	0
53020	Professional Support - Student Services	664,558	655,455	691,073	39,279	15,271	85,387	39,279	15,271	85,387	0
53030	Professional Support - Institutional Support	1,991,408	2,321,762	2,437,191	36,232	62,454	104,222	36,232	62,454	104,222	0
53099	Supplemental Pay - Other Professional Staff	0	0	0	900	0	0	900	0	0	0
53310	Para-Professional - Academic	235,547	260,010	211,800	59,089	41,063	61,514	59,089	41,063	61,514	0
53320	Para-Professional - Student Services	692,323	719,131	839,513	479,453	450,336	349,748	479,453	450,336	349,748	0

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**EXPENDITURES BY OBJECT**  
**2017 - 2018 FISCAL YEAR**

	LOWER DIVISION			LOWER DIVISION			LOWER DIVISION UNEXPENDED PLANT RENEWALS/ REPLACEMENTS 2017-2018
	CURRENT UNRESTRICTED			CURRENT RESTRICTED			
	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	
Salaries (cont.)							
53330	Para-Professional - Institutional Support	\$ 119,327	\$ 118,024	\$ 119,204	\$ 0	\$ 0	\$ 0
54000	Technical - Programmers, Etc.	505,971	603,073	683,185	0	0	0
54010	Career Staff - Clerical and Secretarial	2,956,290	3,108,623	3,375,961	285,466	290,840	278,526
54011	Career Staff - Skilled Craft	758,478	877,128	819,567	0	0	0
54099	Supplemental Pay - Career	10,177	4,160	4,160	975	0	0
54100	Overtime - Non-Instructional Staff	68,899	40,000	40,000	127	0	0
54101	Straight Time in Excess of Regular Hours	40,746	50,000	51,000	597	0	0
54500	Regular Part Time > 20 hrs Full Benefits	31,729	42,696	28,329	0	10,974	0
54510	Regular Part Time <= 20 hrs FRS Only	194,889	244,814	281,148	0	0	0
54550	OPS - Temporary PT FRS Only	0	1,000	26,000	0	0	0
Total Salaries		\$ 20,918,849	\$ 22,439,927	\$ 22,970,637	\$ 1,446,200	\$ 1,470,614	\$ 1,550,326
Other Personnel Services							
56004	OPS - Coach	\$ 0	\$ 0	\$ 0	\$ 2,967	\$ 650	\$ 782
56006	OPS - Instructional Para Professional	29,897	56,401	11,701	1,475	0	0
56007	OPS - Adjunct Training	0	18,800	0	0	0	0
56101	OPS - Instructional - Fall	1,498,354	1,458,043	1,434,133	3,160	0	0
56102	OPS - Instructional - Spring	1,431,356	1,518,529	1,382,600	833	0	0
56103	OPS - Instructional - Summer	372,126	383,429	350,300	0	0	0
56105	OPS - Instructional - Clinical	130,160	130,000	130,000	0	0	0
56110	OPS - Instructional - Non Credit	114,144	100,000	97,400	96,467	97,000	95,000
56120	OPS - Substitute	5,549	7,400	7,400	0	0	0
57000	OPS - Non Instructional	6,865	25,000	7,000	2,940	6,800	4,000

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**EXPENDITURES BY OBJECT**  
**2017 - 2018 FISCAL YEAR**

	LOWER DIVISION			LOWER DIVISION			LOWER DIVISION UNEXPENDED PLANT RENEWALS/ REPLACEMENTS 2017-2018
	CURRENT UNRESTRICTED		Current Budget 2016-2017	CURRENT RESTRICTED		Current Budget 2016-2017	
	Estimated Actual Expense 2016-2017	Proposed Budget 2017-2018		Estimated Actual Expense 2016-2017	Proposed Budget 2017-2018		
Other Personnel Services (cont.)							
58000	SCF Student Help	\$ 148,830	\$ 150,000	\$ 150,000	\$ 34,700	\$ 49,176	\$ 28,775
58100	Federal Work Study Student Help	0	0	0	205,160	205,160	216,300
58200	Student Help - College Work Experience	11,868	25,000	25,000	0	0	0
58300	Student Help Peer Advisors	0	0	0	94,731	96,560	101,400
Total Other Personnel Services		\$ 3,749,149	\$ 3,872,602	\$ 3,595,534	\$ 442,433	\$ 455,346	\$ 446,257
Personnel Benefits							
59100	Social Security Taxes	\$ 1,296,969	\$ 1,496,727	\$ 1,440,864	\$ 89,664	\$ 91,093	\$ 96,060
59101	Medicare Taxes	355,356	406,887	391,541	22,534	22,711	22,549
59203	Florida Retirement System	1,544,978	1,714,336	1,877,858	119,868	117,722	139,438
59206	Optional Retirement Contribution	238,152	252,000	252,000	10,295	0	0
59300	Accrued Leave Expense	100,000	100,000	40,000	0	0	0
59400	Accrued Severance Pay Expense	499,574	300,000	721,563	0	0	0
59402	Accrued Severance Pay - Bencor	300,000	300,000	0	0	0	0
59500	Other Taxable Benefits	2,589	10,000	10,000	16,501	0	0
59506	College Provided FSA	13,544	20,000	20,000	1,296	0	0
59701	Health Insurance	2,733,026	3,386,493	3,616,852	197,569	237,354	257,380
59702	Life Insurance	77,041	75,075	90,200	6,253	5,101	6,823
59703	Dental Insurance Contributions	730	500	800	0	0	0
59704	Disability Insurance Contributions	34,041	38,757	39,838	2,760	2,633	2,793
59707	Vision Insurance Contributions	69	500	200	0	0	0
59751	Health Insurance - OPEB Expense	7,000	7,000	7,000	0	0	0
59752	Life Insurance - OPEB Expense	200	200	200	0	0	0
59900	Personnel Contingency	0	1,037,230	1,445,000	0	0	0
Total Personnel Benefits		\$ 7,203,269	\$ 9,145,705	\$ 9,953,916	\$ 466,740	\$ 476,614	\$ 525,043
Total Personnel Expenses		\$ 31,871,267	\$ 35,458,234	\$ 36,520,087	\$ 2,355,373	\$ 2,402,574	\$ 2,521,626



**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**EXPENDITURES BY OBJECT**  
**2017 - 2018 FISCAL YEAR**

	LOWER DIVISION				LOWER DIVISION				LOWER DIVISION UNEXPENDED PLANT RENEWALS/ REPLACEMENTS 2017-2018					
	CURRENT UNRESTRICTED		CURRENT RESTRICTED		CURRENT RESTRICTED		Proposed Budget 2017-2018							
	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017									
Current Expenses														
Services														
60501	Travel - In District	\$	62,689	\$	79,935	\$	89,674	\$	4,306	\$	4,200	\$	6,800	\$
60502	Travel - Out of District		103,856		101,773		91,408		31,132		26,524		29,575	
60503	Travel - Out of State		106,184		301,984		293,815		12,886		12,100		8,000	
60506	Travel - Student		17,867		17,060		15,230		154,714		153,652		173,844	
60508	Travel - Employee Recruitment		13,580		23,000		23,000		0		0		0	
61000	Freight and Postage		77,092		120,232		118,124		895		2,955		1,960	
61501	Local Telephone Service		92,797		95,790		95,790		8,749		11,480		11,480	
61502	Long Distance Telephone		4,196		10,004		10,004		0		0		0	
61503	Suncom Service		1,142		615		615		0		0		0	
61504	Other Communication Service		244,127		244,810		245,862		3,900		3,000		3,000	
62001	Printing - Vendor		61,942		100,882		92,757		24,431		27,190		9,950	
62002	Printing - College		109,953		177,921		186,883		7,108		13,355		11,065	
62501	Repairs and Maintenance - Building		221,072		215,000		215,000		3,321		2,450		2,450	
62502	Repairs and Maintenance - Equipment		175,002		193,319		158,029		786		1,800		1,185	
62503	Repairs and Maintenance - Grounds		17,935		15,800		17,300		0		0		0	
62504	Service Contracts		1,408,617		1,409,951		1,449,601		0		250		250	
62505	Repairs and Maintenance - Other		29,137		62,132		55,682		0		0		0	
63001	Rentals - Facilities		39,534		45,300		46,650		199,315		207,542		266,610	
63002	Rentals - Equipment		13,920		13,500		13,875		0		500		286	
63003	Rentals - Film		0		500		500		0		50		0	
63005	Rentals - Other		5,090		7,500		7,500		0		1,100		300	
63006	Lease/Purchase Payments		14,815		42,400		40,400		0		0		0	

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**EXPENDITURES BY OBJECT**  
**2017 - 2018 FISCAL YEAR**

		LOWER DIVISION			LOWER DIVISION			LOWER DIVISION			LOWER DIVISION UNEXPENDED PLANT RENEWALS/ REPLACEMENTS 2017-2018
		CURRENT UNRESTRICTED			CURRENT RESTRICTED			CURRENT RESTRICTED			
		Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	
Services (cont.)											
63501	Insurance - Property	\$ 336,111	\$ 293,488	\$ 326,020	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0
63502	Insurance - Workers Compensation	177,149	203,918	250,547	0	0	0	0	0	0	0
63503	Insurance - Student	20,147	19,800	21,800	86,606	99,514	90,363				0
63505	Insurance - General Liability	43,599	74,300	69,940	0	0	0				0
64001	Heating Fuels	154,798	187,000	185,900	0	0	0				0
64002	Water and Sewer	115,739	93,160	100,120	11,258	12,640	12,640				0
64003	Electricity	998,450	1,233,227	1,223,920	22,009	21,350	21,350				0
64004	Garbage Collection	47,480	45,684	46,669	0	0	0				0
64005	Vehicular Fuel	29,411	27,030	27,030	0	0	0				0
64006	Hazardous Waste Removal	34,930	40,000	30,000	0	0	0				0
64008	Cable/Direct TV	5,508	3,218	5,680	0	0	0				0
64501	Other Contractual Services	185,484	226,132	230,258	209,477	127,215	102,465				0
64502	Institutional Memberships	108,457	123,464	136,635	12,514	16,465	14,026				0
64504	Collection Services	53	8,000	0	0	0	0				0
64505	Advertising (Required By Law)	7,000	7,000	6,500	0	0	0				0
64507	Contracted Instructional Service	112,692	73,549	93,549	0	0	0				0
64508	Contracted Non Instructional	1,090,131	1,154,036	1,086,967	858	0	0				0
64509	Other Services - Non-Contracted	21,648	23,400	34,400	34,700	39,750	39,750				0
64510	Advertising (Not Required By Law)	322,574	409,571	419,571	624	4,850	4,050				0
64512	Tuition Reimbursement - Undergrad Non Tax	17,586	18,000	18,000	65	0	0				0
64514	Contracted Temporary Services	171,271	163,400	172,948	44,268	16,500	17,800				0
64515	Contracted Temporary Services - Instructional	43,980	53,400	53,400	39,969	30,000	15,000				0
64517	Contracted - Out of Area Adjunct Contract	192,176	174,000	0	0	0	0				0
64519	Contracted Services - Temp - Dept	81,716	0	0	4,236	0	7,500				0
65001	Consultant Fees	99,504	39,584	46,950	0	0	0				0

# STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA

## EXPENDITURES BY OBJECT

2017 - 2018 FISCAL YEAR

	LOWER DIVISION CURRENT UNRESTRICTED				LOWER DIVISION CURRENT RESTRICTED				LOWER DIVISION UNEXPENDED PLANT RENEWALS/ REPLACEMENTS 2017-2018	
	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	
<b>Services (cont.)</b>										
65002 Honoraria Fees	\$ 14,450	\$ 7,602	\$ 7,452	\$ 3,916	\$ 5,000	\$ 5,800	\$ 3,916	\$ 5,000	\$ 5,800	\$ 0
65003 Legal Fees	41,104	22,000	22,000	0	500	500	0	500	500	0
65004 Auditing Fees	72,665	38,000	38,000	10,160	11,200	11,200	10,160	11,200	11,200	0
65007 Other Professional Fees	134,310	201,300	208,950	32,700	31,650	30,685	32,700	31,650	30,685	0
65008 Accreditation Fees	13,140	16,070	17,640	0	0	0	0	0	0	0
65009 Bank Service Fees	144,085	201,000	200,400	5,173	10,250	10,250	5,173	10,250	10,250	0
<b>Total Services</b>	\$ 7,657,895	\$ 8,459,741	\$ 8,348,945	\$ 970,076	\$ 895,032	\$ 910,134	\$ 970,076	\$ 895,032	\$ 910,134	\$ 0
<b>Materials and Supplies</b>										
65501 Educational Materials and Supplies	\$ 348,333	\$ 444,948	\$ 459,140	\$ 29,327	\$ 55,472	\$ 42,601	\$ 29,327	\$ 55,472	\$ 42,601	\$ 0
65502 Office Materials and Supplies	165,583	220,994	224,946	13,997	28,700	27,700	13,997	28,700	27,700	0
65503 Diplomas and Covers	2,054	21,050	21,050	718	0	160	718	0	160	0
65701 Data Software - Educational	316,764	541,019	585,470	25,232	13,850	13,850	25,232	13,850	13,850	0
65702 Data Software - Administrative	906,923	1,090,755	1,195,868	2,500	2,500	5,550	2,500	2,500	5,550	0
66001 Maintenance Materials and Supplies	151,046	161,300	160,300	0	500	500	0	500	500	0
66002 Janitorial Materials and Supplies	67,063	73,620	65,620	0	0	0	0	0	0	0
66003 Automotive Materials and Supplies	9,363	30,575	30,575	0	0	0	0	0	0	0
66004 Grounds Materials and Supplies	62,459	58,796	62,796	0	0	0	0	0	0	0
66008 Materials and Supplies - HVAC	19,778	23,000	23,000	0	0	0	0	0	0	0
66501 Athletic Materials and Supplies	4,465	0	0	24,020	23,920	27,499	24,020	23,920	27,499	0
66502 Athletic Uniforms	0	0	0	27,373	17,665	20,371	27,373	17,665	20,371	0
66503 Food and Food Products	23,062	30,848	58,723	22,927	32,210	21,669	22,927	32,210	21,669	0
66504 Materials and Supplies - Other	2,526	0	4,000	0	0	0	0	0	0	0
66505 Departmental Uniforms	18,734	21,280	21,975	20,542	0	0	20,542	0	0	0
66506 Minor Equipment (100.01-999.99)	113,550	150,000	150,000	0	0	6,500	0	0	6,500	0

STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA

EXPENDITURES BY OBJECT

2017 - 2018 FISCAL YEAR

	LOWER DIVISION				LOWER DIVISION				LOWER DIVISION UNEXPENDED PLANT RENEWALS/ REPLACEMENTS 2017-2018
	CURRENT UNRESTRICTED		CURRENT RESTRICTED		CURRENT RESTRICTED		Proposed Budget 2017-2018		
	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017				
Materials and Supplies (cont.)									
66507	Minor Computer Equipment (100.01-999.99)	\$ 32,128	\$ 0	\$ 0	\$ 731	\$ 0	\$ 0	\$ 0	125,000
67001	Subscriptions (Library Only)	0	125	125	0	0	0	0	0
67002	Periodicals (Library Only)	36,603	30,943	30,943	0	0	0	0	0
67003	Books (Library Only)	81,437	102,925	100,000	0	0	0	0	0
67004	Other Library Collections	4,457	8,044	9,000	0	0	0	0	0
67006	e-Resources Licenses (Library Only)	107,733	91,396	92,539	0	0	0	0	0
Total Materials and Supplies		\$ 2,474,061	\$ 3,101,618	\$ 3,296,070	\$ 167,367	\$ 174,817	\$ 166,400	\$ 125,000	
Other Current Expenses									
67507	Central Stores - Resale	\$ 21,009	\$ 35,000	\$ 35,000	\$ 0	\$ 0	\$ 0	\$ 0	0
67512	Personal Property Tax	0	150	150	0	0	0	0	0
67602	Indirect Cost Expense - Other	0	0	0	23,218	61,413	61,413	0	0
68001	Scholarships	19,423	32,000	32,000	6,372	74,088	74,078	0	0
68511	Interest on Unfunded OPEB	0	1,500	0	0	0	0	0	0
69500	Other Expense	50,000	727,178	1,144,380	0	0	70,778	0	0
69501	Bad Debt Expense	241,334	281,856	281,856	0	0	0	0	0
69503	Unemployment Compensation	15,198	75,000	75,000	0	0	0	0	0
69504	Uninsured Losses	6,847	10,000	10,000	0	0	0	0	0
69600	Prior Year Corrections	0	0	0	0	0	0	0	0
Total Other Current Expenses		\$ 353,811	\$ 1,162,684	\$ 1,578,386	\$ 29,590	\$ 135,501	\$ 206,269	\$ 0	
Total Current Expenses		\$ 10,485,767	\$ 12,724,043	\$ 13,223,401	\$ 1,167,033	\$ 1,205,350	\$ 1,282,803	\$ 125,000	

# STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA

## EXPENDITURES BY OBJECT

### 2017 - 2018 FISCAL YEAR

	LOWER DIVISION				LOWER DIVISION				LOWER DIVISION	
	CURRENT UNRESTRICTED				CURRENT RESTRICTED				UNEXPENDED	
	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Proposed Budget 2017-2018	Proposed Budget 2017-2018	PLANT RENEWALS/ REPLACEMENTS 2017-2018	
<b>Capital Outlay</b>										
70601 Educ. Computer Equipment (\$1000 - \$4999)	\$ 6,467	\$ 450,000	\$ 1,350,000	\$ 17,013	\$ 0	\$ 0	\$ 0	\$ 0	125,000	
70602 Office Computer Equipment (\$1000 - \$4999)	200,692	0	0	2,197	0	0	0	0	0	
70603 Non-Comp Educ. Furn. & Equip. (\$1000 - \$4999)	21,676	0	0	0	0	0	0	0	0	
70604 Non-Comp Office Furn. & Equip. (\$1000 - \$4999)	45,631	0	0	0	0	0	0	0	0	
71001 Educational Equipment (\$5000 and up)	600	0	0	0	0	0	0	0	0	
71002 Office Equipment (\$5000 and up)	13,495	0	0	0	0	0	0	0	0	
71004 Vehicles	36,710	0	0	0	0	0	0	0	0	
73050 Artwork/Artifacts	0	10,000	10,000	0	0	0	0	0	0	
75000 Buildings and Fixed Equipment	0	0	0	0	0	0	0	0	12,637,893	
76000 Non-Capitalized Repairs and Maintenance	3,285	0	0	0	0	0	0	0	357,896	
79000 Other Structures and Improvements	1,559	0	0	0	0	0	0	0	1,370,840	
<b>Total Capital Outlay</b>	\$ 330,115	\$ 460,000	\$ 1,360,000	\$ 19,210	\$ 0	\$ 0	\$ 0	\$ 0	14,491,629	
<b>Total Expenditures</b>	\$ 42,687,149	\$ 48,642,277	\$ 51,103,488	\$ 3,541,616	\$ 3,607,924	\$ 3,804,429	\$ 3,804,429	\$ 3,804,429	14,616,629	

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**ANALYSIS OF PLANT FUND EXPENDITURES**  
**2017 - 2018 FISCAL YEAR**

**A. Recapitulation By Source - Unexpended Plant**

	<b>TOTAL FUNDS</b>	<b>LOCAL</b>	<b>CO&amp;DS</b>	<b>PECO</b>
<b>Beginning Fund Balance July 1, 2017</b>				
Add Revenues	\$ 17,207,455	\$ 4,337,510	\$ 1,320,701	\$ 11,549,244
Deduct Expenditures	3,067,385	1,905,680	300,000	861,705
	14,616,629	1,905,680	300,000	12,410,949
<b>Ending Fund Balance June 30, 2018</b>	<b>\$ 5,658,211</b>	<b>\$ 4,337,510</b>	<b>\$ 1,320,701</b>	<b>\$ 0</b>

**B. Expenditures By Project and Source**

#712200/720000 Undesignated CO&DS	\$ 300,000	0	\$ 300,000	\$ 0
#713110/710000 Capital Improvement Fee	1,655,680	1,655,680	0	0
#712798/770001 Sum of the Years Digits	1,428,736	0	0	1,428,736
#712756/770003 Rem/Ren Library Building Bradenton	10,982,213	0	0	10,982,213
#713154/710000 Tech Refresh /CIF	250,000	250,000	0	0
<b>Totals</b>	<b>\$ 14,616,629</b>	<b>\$ 1,905,680</b>	<b>\$ 300,000</b>	<b>\$ 12,410,949</b>

**C. Expenditures By Project and Type**

#712200/720000 Undesignated CO&DS	\$ 300,000	0	\$ 300,000	\$ 0	\$ 0
#713110/710000 Capital Improvement Fee	1,655,680	1,655,680	0	0	0
#712798/770001 Sum of the Years Digits	1,428,736	0	57,896	1,370,840	0
#712756/770003 Rem/Ren Library Building Bradenton	10,982,213	10,982,213	0	0	0
#713154/710000 Tech Refresh /CIF	250,000	0	0	0	250,000
<b>Totals</b>	<b>\$ 14,616,629</b>	<b>\$ 12,637,893</b>	<b>\$ 357,896</b>	<b>\$ 1,370,840</b>	<b>\$ 250,000</b>



**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**BUDGET SUMMARY**  
**2017 - 2018 FISCAL YEAR**

	Upper Division Current Funds Unrestricted	Upper Division All Other Funds	Upper Division Total All Funds
<b>Estimated Fund Balance July 1, 2017</b>			
Add: Revenues, Exclusive of Transfers	\$ 374,710	\$ 563,798	\$ 938,508
Transfers In	1,713,575	243,737	1,957,312
	0	0	0
<b>Total Available</b>	\$ 2,088,285	\$ 807,535	\$ 2,895,820
Deduct: Expenditures, Exclusive of Transfers	1,531,952	243,737	1,775,689
Transfers Out	0	0	0
<b>Estimated Fund Balance June 30, 2018</b>	\$ 556,333	\$ 563,798	\$ 1,120,131

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**SCHEDULE OF REVENUES AND EXPEDITURES**  
**2017 - 2018 FISCAL YEAR**

	UPPER DIVISION			UPPER DIVISION			UPPER DIVISION		
	CURRENT UNRESTRICTED			ALL OTHER FUNDS (2, 5 & 7)			TOTALS		
	Estimated Actual Revenues 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Revenues 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Revenues 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018
<b>Student Fees</b>									
40101 Tuition - Advanced & Professional Baccalaureate	\$ 1,333,408	\$ 1,355,071	\$ 1,335,086	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,335,086
40260 Repeat Course Fee	24,725	2,500	25,000	0	0	0	0	0	25,000
40301 Out-of-State Fees - A & P Baccalaureate	25,375	27,500	32,725	0	0	0	0	0	32,725
40444 Laboratory Fees	0	0	0	0	0	0	0	0	0
40600 Graduation Fees	4,060	3,000	3,500	0	0	0	0	0	3,500
40844 Financial Aid Fee	0	0	0	65,306	51,726	61,195	65,306	51,726	61,195
40854 Student Activities and Service Fees - Bacc.	0	0	0	93,982	75,469	90,000	93,982	75,469	90,000
40864 Student Capital Improvement Fees - Bacc.	0	0	0	99,232	78,334	92,542	99,232	78,334	92,542
40874 Technology Fees - Bacc.	43,344	33,751	45,000	0	0	0	0	0	45,000
40910 Late/Reinstatement Fees	0	100	100	0	0	0	0	0	100
40934 Student Insurance Fee	2,928	1,600	3,000	0	0	0	0	0	3,000
40954 Access Fee	80,520	52,000	81,000	0	0	0	0	0	81,000
<b>Total Student Fees</b>	\$ 1,514,360	\$ 1,475,522	\$ 1,525,411	\$ 258,520	\$ 205,529	\$ 243,737	\$ 258,520	\$ 205,529	\$ 1,769,148
<b>Support from State Government</b>									
42111 Community College Program Fund	\$ 178,164	\$ 178,164	\$ 178,164	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 178,164
<b>Total Support from State</b>	\$ 178,164	\$ 178,164	\$ 178,164	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 178,164

STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA  
SCHEDULE OF REVENUES AND EXPEDITURES  
2017 - 2018 FISCAL YEAR

	UPPER DIVISION			UPPER DIVISION			UPPER DIVISION		
	CURRENT UNRESTRICTED			ALL OTHER FUNDS (2, 5 & 7)			TOTALS		
	Estimated Actual Revenues 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Revenues 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Revenues 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018
<b>Gifts &amp; Private Grants</b>									
44110 Other Grants or Revenues	\$ 0 \$	0 \$	0 \$	0 \$	60,512 \$	0 \$	0 \$	60,512 \$	0 \$
<b>Total Gifts &amp; Private Grants</b>	\$ 0 \$	0 \$	0 \$	0 \$	60,512 \$	0 \$	0 \$	60,512 \$	0
<b>Other Revenue</b>									
48100 Interest and Dividends	\$ 9,706 \$	800 \$	10,000 \$	0 \$	0 \$	0 \$	0 \$	0 \$	10,000
<b>Total Gifts &amp; Private Grants</b>	\$ 9,706 \$	800 \$	10,000 \$	0 \$	0 \$	0 \$	0 \$	0 \$	10,000
<b>Total Revenues</b>	<b>\$ 1,702,230 \$</b>	<b>1,654,486 \$</b>	<b>1,713,575 \$</b>	<b>258,520 \$</b>	<b>266,041 \$</b>	<b>243,737 \$</b>	<b>258,520 \$</b>	<b>266,041 \$</b>	<b>1,957,312</b>

STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA  
EXPENDITURES BY OBJECT  
2017-2018 FISCAL YEAR

	UPPER DIVISION				UPPER DIVISION				UPPER DIVISION	
	CURRENT UNRESTRICTED				ALL OTHER FUNDS (2, 5 & 7)				TOTALS	
	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Current Budget 2016-2017	Proposed Budget 2017-2018	Proposed Budget 2017-2018	Proposed Budget 2017-2018
<b>Personal Expenses</b>										
<b>Salaries</b>										
52001 Instructional - 9 Months	\$ 348,025	\$ 365,433	\$ 444,779	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 444,779
52002 Instructional - Librarian	0	0	71,299	0	0	0	0	0	0	71,299
52005 Instructional - Program Manager	8,000	8,000	10,000	0	2,000	0	0	0	0	10,000
52007 Instructional - Adjunct Training	0	200	0	0	0	0	0	0	0	0
52101 Instructional Overload - Fall	73,470	49,400	73,200	0	20,000	0	20,000	0	0	73,200
52102 Instructional Overload - Spring	68,960	40,400	57,600	0	16,000	0	16,000	0	0	57,600
52103 Instructional Overload - Summer	46,800	38,600	54,400	0	10,000	0	10,000	0	0	54,400
53010 Professional Support - Academic	54,101	53,565	56,101	0	0	0	0	0	0	56,101
<b>Total Salaries</b>	\$ 599,356	\$ 555,598	\$ 767,379	\$ 0	\$ 48,000	\$ 0	\$ 48,000	\$ 0	\$ 0	\$ 767,379
<b>Personal Expenses</b>										
<b>Other Personnel Services</b>										
56101 OPS - Instructional - Fall	\$ 128,598	\$ 118,000	\$ 131,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 131,000
56102 OPS - Instructional - Spring	146,151	108,000	130,000	0	0	0	0	0	0	130,000
56103 OPS - Instructional - Summer	31,139	60,000	71,000	0	0	0	0	0	0	71,000
58000 Student Employment - Institutional Work Study	0	0	0	0	0	15,000	0	15,000	0	15,000
<b>Total Other Personnel Services</b>	\$ 305,888	\$ 286,000	\$ 332,000	\$ 0	\$ 0	\$ 15,000	\$ 0	\$ 15,000	\$ 0	\$ 347,000
<b>Personal Benefits</b>										
59100 Social Security Taxes	\$ 37,160	\$ 29,475	\$ 47,452	\$ 0	\$ 2,976	\$ 0	\$ 2,976	\$ 0	\$ 0	\$ 47,452
59101 Medicare Taxes	13,126	9,896	15,942	0	696	0	696	0	0	15,942
59203 Florida Retirement System	44,952	33,832	68,884	0	3,840	0	3,840	0	0	68,884

STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA  
EXPENDITURES BY OBJECT  
2017-2018 FISCAL YEAR

	UPPER DIVISION			UPPER DIVISION			UPPER DIVISION		
	CURRENT UNRESTRICTED			ALL OTHER FUNDS (2, 5 & 7)			TOTALS		
	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018
<b>Personnel Benefits (cont.)</b>									
59206 Optional Retirement Contributions	\$ 2,006	\$ 4,200	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
59506 College Provided FSA	670	0	0	0	0	0	0	0	0
59701 Health Insurance	37,251	46,662	68,492	0	0	0	0	0	68,492
59702 Life Insurance	1,508	1,549	2,472	0	0	0	0	0	2,472
59704 Disability Insurance Contributions	654	799	1,092	0	0	0	0	0	1,092
59900 Personnel Contingency	0	0	0	0	0	0	0	0	0
<b>Total Personnel Benefits</b>	<b>\$ 137,327</b>	<b>\$ 126,413</b>	<b>\$ 204,334</b>	<b>\$ 0</b>	<b>\$ 7,512</b>	<b>\$ 0</b>	<b>\$ 204,334</b>	<b>\$ 0</b>	<b>\$ 204,334</b>
<b>Total Personnel Expenses</b>	<b>\$ 1,042,571</b>	<b>\$ 968,011</b>	<b>\$ 1,303,713</b>	<b>\$ 0</b>	<b>\$ 55,512</b>	<b>\$ 15,000</b>	<b>\$ 1,318,713</b>	<b>\$ 15,000</b>	<b>\$ 1,318,713</b>
<b>Current Expenses</b>									
<b>Services</b>									
60501 Travel - In District	\$ 712	\$ 1,700	\$ 1,700	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,700
60502 Travel - Out of District	294	1,270	0	0	0	0	0	0	0
60503 Travel - Out of State	245	2,900	0	0	0	0	0	0	0
60504 Travel - International	1,552	0	0	0	0	0	0	0	0
61000 Freight and Postage	0	50	50	0	0	0	0	0	50
62001 Printing - Vendor	382	1,000	400	0	0	0	0	0	400
62002 Printing - College	1,807	2,700	3,100	0	0	0	0	0	3,100
62505 Repairs and Maintenance	0	4,000	0	0	0	0	0	0	0
64501 Other Contractual Services	0	4,000	4,000	20,000	0	32,500	20,000	0	36,500
64502 Institutional Memberships	1,643	8,000	8,000	0	0	0	0	0	8,000
64510 Advertising (Not Required By Law)	1,100	1,000	0	0	0	0	0	0	0
64514 Contracted Service - Temp Employees	28,705	76,782	0	15,700	0	15,000	15,700	0	15,000
64515 Contracted Service - Instructional Assistant	0	0	0	20,000	0	15,800	20,000	0	15,800
64517 Out of State/Area Adjunct Contracted Services	124,891	100,000	108,000	0	5,000	0	0	0	108,000
64519 Contracted Service - Temp - Department Paid	53,826	0	0	0	0	0	0	0	0
65007 Other Professional Fees	2,000	0	0	0	0	0	0	0	0

STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA  
EXPENDITURES BY OBJECT  
2017-2018 FISCAL YEAR

	UPPER DIVISION			UPPER DIVISION			UPPER DIVISION		
	CURRENT UNRESTRICTED			ALL OTHER FUNDS (2, 5 & 7)			TOTALS		
	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018	Estimated Actual Expense 2016-2017	Current Budget 2016-2017	Proposed Budget 2017-2018
<b>Services (cont.)</b>									
65008 Accreditation Fees	2,875	3,200	6,800	0	0	0	0	0	6,800
<b>Total Services</b>	\$ 220,032	\$ 206,602	\$ 132,050	\$ 55,700	\$ 5,000	\$ 63,300	\$	\$	\$ 195,350
<b>Materials and Supplies</b>									
65501 Educational Materials and Supplies	\$ 481	\$ 6,700	\$ 6,000	\$ 0	\$ 75,469	\$ 64,295	\$	\$	\$ 70,295
65502 Office Materials and Supplies	943	2,500	2,600	0	0	0	0	0	2,600
65701 Data Software - Educational	0	5,000	5,000	0	0	0	0	0	5,000
66506 Minor Equipment (100.01-999.99)	4,573	0	0	0	78,334	92,542	0	0	92,542
67003 Books (Library Only)	11,700	10,000	10,000	0	0	0	0	0	10,000
67006 eResources (Library Only)	45,036	46,746	52,589	0	0	0	0	0	52,589
<b>Total Materials and Supplies</b>	\$ 62,733	\$ 70,946	\$ 76,189	\$ 0	\$ 153,803	\$ 156,837	\$	\$	\$ 233,026
<b>Other Current Expenses</b>									
68001 Scholarships	\$ 0	\$ 0	\$ 0	\$ 0	\$ 51,726	\$	\$	\$	\$ 0
69500 Other Expense	0	0	0	0	0	8,600	0	0	8,600
69900 Current Expense Contingency	0	20,000	20,000	0	0	0	0	0	20,000
<b>Total Other Current Expenses</b>	\$ 0	\$ 20,000	\$ 20,000	\$ 0	\$ 51,726	\$ 8,600	\$	\$	\$ 28,600
<b>Total Current Expenses</b>	\$ 282,765	\$ 297,548	\$ 228,239	\$ 55,700	\$ 210,529	\$ 228,737	\$	\$	\$ 456,976
<b>Capital Outlay</b>									
70602 Minor Equipment-Non-Capitalized	\$ 2,184	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$	\$	\$ 0
<b>Total Capital Outlay</b>	\$ 2,184	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$	\$	\$ 0
<b>Total Expenditures</b>	\$ 1,327,520	\$ 1,265,559	\$ 1,531,952	\$ 55,700	\$ 266,041	\$ 243,737	\$	\$	\$ 1,775,689

## STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA

## BUDGET SUMMARY

## 2017 - 2018 FISCAL YEAR

	SCF	SCF
	Collegiate School Current Funds Restricted	Collegiate School Unexpended Plant & Renewals/Replacement
Estimated Fund Balance July 1, 2017		
Add: Revenues, Exclusive of Transfers	\$ 615,389	\$ 377,485
Transfers In	3,000,732	145,000
	<u>0</u>	<u>0</u>
Total Available	\$ 3,616,121	\$ 522,485
Deduct: Expenditures, Exclusive of Transfers	2,994,618	235,000
Transfers Out	<u>0</u>	<u>0</u>
Estimated Fund Balance June 30, 2018	\$ 621,503	\$ 287,485



**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**SCHEDULE OF REVENUES AND EXPEDITURES**  
**2017 - 2018 FISCAL YEAR**

**COLLEGIATE SCHOOL - CURRENT RESTRICTED FUND**

		Estimated Actual Revenues 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018
<b>Support from Local Government (through State)</b>				
41683	Digital Classroom Allocation	\$ 13,615	\$ 10,096	\$ 10,096
41684	ESOL	2,639	6,506	6,506
41685	Teach Salary Allocation	0	0	0
41686	ESE Guaranteed Allocation	13,005	64,548	64,548
41687	Florida School Recognition Program	49,401	0	0
41688	Teacher Lead Fund Allocation	0	0	0
41690	FEFP Funding (MCSD)	2,286,848	2,033,380	2,033,380
41691	Supplemental Academic Instruction (MCSD)	98,933	98,597	98,597
41692	Class Size Reduction (MCSD)	450,421	444,177	444,177
41693	Other FEFP WFTF Share (MCSD)	11,474	12,589	12,589
41694	Discretionary Local Effort WFTF Share (MCSD)	16,282	215,089	215,089
41696	Instructional Materials Allocation UFTE Share (MCSD)	39,009	36,463	36,463
41697	Discreet Lottery WFTF	122	1,636	1,636
41698	Reading Allocation	21,066	22,526	22,526
41699	Student Transportation	46,168	50,125	50,125
<b>Total Support from Local Government</b>		<b>\$ 3,048,983</b>	<b>\$ 2,995,732</b>	<b>\$ 2,995,732</b>
<b>Miscellaneous Revenue</b>				
48100	Interest and Dividends	0	0	0
48900	Miscellaneous Revenue	37,992	5,000	5,000
<b>Total Miscellaneous Revenue</b>		<b>\$ 37,992</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>Total Revenues</b>		<b>\$ 3,086,975</b>	<b>\$ 3,000,732</b>	<b>\$ 3,000,732</b>

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**EXPENDITURES BY OBJECT**  
**2017-2018 FISCAL YEAR**

**COLLEGIATE SCHOOL - CURRENT RESTRICTED FUND**

	Estimated Actual Expense 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018
<b>Personal Expenses</b>			
<b>Salaries</b>			
51100 Academic Administrator	\$ 84,056	\$ 84,806	\$ 84,806
51102 Supplemental Pay - Instructional Manager	1,300	0	0
52001 Instructional - 9 Months	883,175	894,508	894,508
52003 Instructional - Counselor	99,967	100,386	100,386
52006 Supplemental Pay - Instructional	55,416	0	0
52101 Instructional - Overload - Fall	4,133		
52102 Instructional - Overload - Spring	11,593	9,400	9,400
53030 Professional Support - Institutional Support	96,527	97,742	97,742
53099 Supplemental Pay - Other Professional	1,300	0	0
54000 Technical Support - Campus Resource Officer	58,836	77,355	77,355
54010 Career Staff - Clerical and Secretarial	123,575	141,189	141,189
54012 Custodial	19,166	21,350	21,350
54099 Supplemental Pay - Career	5,162	0	0
54100 Technical Clerical Trade Service Overtime	1,072	0	0
54101 Straight Time in Excess of Regular Hours	2,302	0	0
<b>Total Salaries</b>	<b>\$ 1,447,580</b>	<b>\$ 1,426,736</b>	<b>\$ 1,426,736</b>
<b>Other Personnel Services</b>			
56101 OPS - Instructional - Fall	0	500	500
56102 OPS - Instructional - Spring	0	4,820	4,820
56120 OPS - Substitute Teachers	23,280	15,000	15,000
58000 Student Help - Student Assistant	7,260	0	0
58200 Student Help - Student Intern	2,350	9,000	9,000
<b>Total Other Personnel Services</b>	<b>\$ 32,890</b>	<b>\$ 29,320</b>	<b>\$ 29,320</b>

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**EXPENDITURES BY OBJECT**  
**2017-2018 FISCAL YEAR**

**COLLEGIATE SCHOOL - CURRENT RESTRICTED FUND**

	Estimated Actual Expense 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018
<b>Personnel Benefits</b>			
59100 Social Security Taxes	\$ 87,668	\$ 99,024	\$ 99,024
59101 Medicare Taxes	20,756	32,735	32,735
59203 Florida Retirement System	105,209	111,643	111,643
59505 College Provided TSA	0	720	720
59506 College Provided FSA	1,319	2,160	2,160
59701 Health Insurance	204,771	241,087	241,087
59702 Life Insurance	5,704	5,158	5,158
59704 Disability Insurance Contributions	2,457	2,663	2,663
<b>Total Personnel Benefits</b>	\$ 427,884	\$ 495,190	\$ 495,190
<b>Total Personnel Expenses</b>	\$ 1,908,354	\$ 1,951,246	\$ 1,951,246
<b>Current Expenses</b>			
<b>Services</b>			
60501 Travel - In District	1,433	533	533
60502 Travel - Out of District	7,086	5,543	5,543
60503 Travel - Out of State	2,373	1,816	1,816
60506 Travel - Student	101,570	85,000	85,000
61000 Freight and Postage	1,723	152	152
62001 Printing - Vendor	3,980	3,980	3,980
62002 Printing - College	8,521	8,521	8,521
63005 Rentals - Other	4,872	7,000	7,000
63006 Rental/Lease Payments	78,816	105,000	105,000
63505 Insurance - General Liability	8,287	10,000	10,000
64501 Other Contractual Services	11,585	6,363	6,363
64502 Institutional Memberships	4,492	4,493	4,493
64507 Contracted Instruct Services DE to SCF	344,054	400,000	400,000

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**EXPENDITURES BY OBJECT**  
**2017-2018 FISCAL YEAR**

**COLLEGIATE SCHOOL - CURRENT RESTRICTED FUND**

	Estimated Actual Expense 2016-2017	Original Budget 2016-2017	Proposed Budget 2017-2018
<b>Services (Cont.)</b>			
64508 Contracted Non-Instructional Services	\$ 3,200	\$ 8,000	\$ 8,000
64509 Other Services Non-Contracted	1,236	842	842
64510 Advertising (Not Required By Law)	0	0	0
64514 Contracted Services Temporary Help	29,799	30,000	30,000
65004 Auditing Fees	11,750	13,000	13,000
65008 Accreditation Fees	825	1,000	1,000
<b>Total Services</b>	\$ 625,602	\$ 691,245	\$ 691,245
<b>Materials and Supplies</b>			
65501 Educational Materials and Supplies	\$ 197,632	\$ 267,835	\$ 267,835
65502 Office Materials and Supplies	1,209	1,532	1,532
65701 Data Software - Educational Non-Capital	52,101	50,363	50,363
66501 Athletic Materials and Supplies	772	884	884
66503 Food and Food Products	67,726	23,000	23,000
66506 Minor Equipment (\$100.01 - \$999.99)	52,362	0	0
<b>Total Materials and Supplies</b>	\$ 371,802	\$ 343,614	\$ 343,614
<b>Total Current Expenses</b>	\$ 997,404	\$ 1,034,859	\$ 1,034,859
<b>Capital Outlay</b>			
70601 Educational Computer Equip(\$1000-\$4999)	\$ 38,120	\$ 5,975	\$ 5,975
70602 Office Computer Equip (\$1,000 - \$4,999)	0	2,538	2,538
70603 Non-Computer Educ Furn and Equip (\$1000-\$499	20,730	0	0
<b>Total Capital Outlay</b>	\$ 58,850	\$ 8,513	\$ 8,513
<b>Total Expenditures</b>	\$ 2,964,608	\$ 2,994,618	\$ 2,994,618

**STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA**  
**ANALYSIS OF PLANT FUND EXPENDITURES**  
**2017 - 2018 FISCAL YEAR**

**COLLEGIATE SCHOOL - UNEXPENDED PLANT FUND**

**A. Recapitulation By Source - Unexpended Plant**

	<b>TOTAL FUNDS</b>	<b>PECO</b>
Beginning Fund Balance July 1, 2017	\$ 324,376	\$ 324,376
Add Revenues	145,000	145,000
Deduct Expenditures	235,000	235,000
Ending Fund Balance June 30, 2018	<u>\$ 234,376</u>	<u>\$ 234,376</u>

**B. Expenditures By Project and Source**

#712400/770004 Charter School Capital Outlay Funds	\$ 235,000	\$ 235,000
<b>Totals</b>	<u>\$ 235,000</u>	<u>\$ 235,000</u>

**C. Expenditures By Project and Type**

#712400/770004 Charter School Capital Outlay Funds	\$ 235,000	\$ 150,500	\$ 84,500
<b>Totals</b>	<u>\$ 235,000</u>	<u>\$ 150,500</u>	<u>\$ 84,500</u>

# Fund Balances

SCF Manatee-Sarasota Summary of Reserves and Fund Balances FY 2016/17

FUND	Restrictions	2015/16 Reserves & Balances	2016/17 Estimated Reserves & Balances	Sources	Uses
<b>Fund 1 Current Funds – Unrestricted:</b> This fund is used to account for those economic resources which may be used to accomplish the primary and supporting objectives of the college.	Restrictions on the resources of this fund are those imposed by law, regulation or the approved budget.	\$25,528,469	\$28,554,401	Legislative Appropriations, General Revenue, Lottery, Special Categorical Funds, Student Fees, Interest Earnings, Transfers and Other Fees	Salaries, Materials, Supplies, Utilities, Phones, Postage, Travel, Consulting, Services, etc., Furniture, Equipment, Library Books, Computers
<b>Fund 2 Current Funds – Restricted:</b> This fund is also used to account for those economic resources which may be used to accomplish the primary and supporting objectives of the college.	Restrictions on the resources of this fund are those imposed by donors or other outside agencies.	\$2,497,767	\$2,273,564	Federal Grants, State Grants, Restricted Funds, Local/Special Grants	Salaries, Supplies, Travel, Materials, etc.
<b>Fund 3 Auxiliary Funds:</b> Auxiliary enterprises are established primarily to provide non-instructional services for sale to students, faculty, staff and which are intended to be self-supporting.	Restrictions on the resources of this fund are those imposed by the College and aligned with best practices and generally accepted accounting principles (GAAP).	\$6,873,999	\$6,715,999	Bookstore Commissions, Food Service Commissions, Other Self-Supporting Activities	Salaries, Scholarships, Transfers Out
<b>Fund 4 Loan Funds:</b> Loan funds are those resources available for loans to students regardless of whether the institution is responsible for the collection of the loan.	Restrictions on the resources of this fund are those imposed by the College or other outside agencies.	\$484,713	\$484,713	Contributions, Parking Fines, Interest Earnings	Student Loans
<b>Fund 5 Scholarship Funds:</b> This fund is used to account for resources available for awards to students which are not in payment for services rendered to the College and will not require repayment to the College.	Restrictions on the resources of this fund are those imposed by the College, the donor or other outside agencies.	\$574,550	\$761,521	Federal Grants, State Grants, Local Scholarship Awards, General Donations	Scholarships
<b>Fund 6 Agency Funds:</b> This fund is used to account for resources held by a college as custodian or fiscal agent for others, such as funds of student or staff organizations/clubs.	Restrictions on the resources of this fund are those imposed by the club or organization for which the funds are held.	\$0	\$0	Fundraising by Student Clubs & Organizations	Student Club Project Activities
<b>Fund 7 Unexpended Plant Funds:</b> This fund is used to account for resources that are available for the acquisition or construction of physical property to be used for institution purposes and resources designated for the major repair and/or replacement of institutional property, as well as associated liabilities.	Restrictions on the resources of this fund are imposed by statute for PECO funds and are restricted to new construction, renovations/remodeling, major repairs, capital equipment, site acquisition and the associated services to manage the physical plant.	\$14,654,745	\$20,081,675	PECO Funds, CO&DS Bonds/License Tag Fees, Interest Earnings, Local Transfers	New Buildings, Renovation/Remodeling, Major Repairs, Site Acquisition, Capital Equipment, Plant Management Services

<b>Fund 8 Debt Service Funds:</b> This fund is used to account for the long-term debt of a college and for the resources which will be used to retire the debt and pay the interest on the obligation(s).	Restrictions on the resources of this fund are limited to debt service payments.	\$0	\$0	Transfers In, License Tag Fees	Debt Payments, Bond Interest and Principal Payments
<b>Fund 9 Invested in Plant Funds:</b> This fund is used to account for the cumulative costs of plant assets and associated liabilities. The assets consist of land, buildings, other structures and improvements, furniture, machinery, equipment, data software, construction in progress, assets under capital lease, if any.	Restrictions include a capitalization threshold of \$5,000 for tangible personal property and \$25,000 for buildings and other structures and improvements. Depreciation is computed as follows: Buildings, 40 years; Other Structures, 10 years; Computer Equipment, 3 years; Vehicles, Office Machines and Ed. Eq., 5 years; and Furniture, 7 years.	\$70,700,670	\$72,653,183	Recordkeeping for Capital Purchases (Land, Buildings, Equipment, Library Books)	Depreciation and Deletions of Outdated, Obsolete, and Outmoded Equipment, Library Books, Furniture etc.
Total		\$121,314,913	\$131,525,056		

## Definitions

### Encumbrances

Encumbrances representing outstanding purchase orders or other external commitments for material or services not received as of the reporting date. Encumbrances are not reported as expenditures or liabilities. Rather, encumbrances are reported as a reserve against fund balance.

### Fund Balance

The excess of assets over liabilities. To the extent that assets cannot or will not be converted to cash, reserves are established from fund balance.

### Unallocated Fund Balance

A portion of ending fund balance which is available to fund new expenditures in the next fiscal year.

### Community College Program Fund (CCPF)

Fund established in law which shall comprise the majority of appropriations made by the Legislature for the support of the current operating program of the State's colleges.

### PECO Funding

The State allocations gross receipts taxes, generally known as Public Education Capital Outlay (PECO) funding, to the College on an annual basis. The College is authorized to expend these resources only upon applying for and receiving an encumbrance authorization from the Florida Department of Education. The allocation of PECO money is recognized as an addition to Unexpected Plant Funds when it is allocated and as a deduction if the allocation is subsequently reduced.