

February 24, 2006

SUBJECT: Discussion of FY07 Budget Planning Directives

PROPOSED ACTION

That the Board of Trustees discuss budget planning directives for Fiscal Year 2007.

RELATED BOARD POLICY OR PLANNING DIRECTIVE

This item is consistent with Board Policy E-1, Master Planning.

RATIONALE

Each year the Board identifies budget planning directives for the College President, and the President has also provided planning directives addressed to staff. Discussion of proposed planning directives of the Board and College President will be used in College budget planning activities for Fiscal Year 2007.

BUDGETARY CONSIDERATION

None at this time.

RESOURCE PERSONNEL

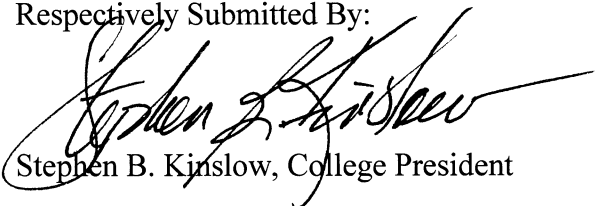
Stephen B. Kinslow, College President

ATTACHMENT(S):

Attachment A: Draft FY07 Budget Planning Directives

Attachment B: Board Policy E-1, Master Planning

Respectively Submitted By:



Stephen B. Kinslow, College President

FY07 BUDGET PLANNING DIRECTIVES

DRAFT

General

- The FY07 budget will be balanced
- In-district tuition will not be increased; out-of-district tuition rate will be determined by the Board after review of Master Plan and FY07 budget initiatives
- The FY07 budget will include conservative enrollment increase projections of 2%

Annexation-Related

- The Master Plan will be expanded to include more detail regarding Service Area planning for San Marcos and for Round Rock. FY07 budget will reflect San Marcos initiatives assuming a successful Spring 06 annexation election

Student-Related

- The budget will include operations expansion (existing centers) in San Marcos, assuming a successful May 06 SMCISD annexation election
- The budget will include operations budget for the new South Austin Campus
- The budget will include an expansion of *College Connection* program, to enable ACC to add additional independent school districts
- The budget will include support for expanded student retention initiatives (expanded hours for Learning Labs and Testing Centers)

Curriculum/Technology

- The FY07 budget will include expansion of high demand programs to meet community need (e.g., health sciences, applied technologies, multi-media, culinary and teacher education)
- The budget will include development of new programs to meet identified, documented community need (e.g., automotive body repair, respiratory therapy, GIS, CNC/machining, games development)
- The budget will reflect continued commitment to funding the SACS Strategic Focus Self-Study Report
- The budget will reflect an initiative to provide wireless access to all campuses

Facilities-Related

- In support of maintaining a quality teaching and learning environment, the FY07 budget will reflect an increase of funding directed at deferred maintenance issues identified in the previous consultant review of all ACC facilities
- Cypress Creek Campus expansion will entail additional operating expenses

Personnel-Related

- The budget will be in compliance with the board policy directing market average compensation for all employee groups
- The budget will include staffing for the new South Austin Campus and staffing related to Cypress Creek Campus expansion
- The budget will include a new, multi-year staffing plan for adding full-time faculty and increasing the percentage of sections taught by full-time faculty
- The budget will identify contingency implications related to State discussion of proportionality or other benefits-related issues

POLICY GROUP E: PLANNING AND EVALUATION

E-1. MASTER PLANNING

Value Statements

- *The development and periodic review of a Master Plan will be used to guide College Operations.*
- *Board Policies and intended outcomes will be aligned with Master Plan Priority Statements and Presidential Priorities.*

The President shall develop, for annual review and approval by the Board of Trustees, a comprehensive Master Plan that encompasses the needs of the entire institution with specific attention given to instructional programs, support services, capital equipment/technology, facilities, staffing, and, financial planning that leads the College toward achievement of its mission/vision. The Master Plan should be guided by institutional master planning priorities which are reviewed annually and which include the president's priorities as established by the Board. The Master Plan shall be based upon determinations of current and future community needs and upon responsible utilization of fiscal, physical, and human resources. The Board policies on Intended Results and Mission of the College shall be used as the foundation for the College's master planning priorities.

A. Principles:

The Master Plan, and the process used to develop it, shall adhere to the following planning principles:

[1] The main focus of ACC's planning shall be to ensure that the activities of the College match community needs and are effective in enabling students, local employers, and the community sectors to reach their declared educational goals efficiently. Care must be taken in the planning process to ensure that new initiatives and current activities both have adequate, equitably-distributed resources.

[2] The accessibility of ACC to students who have limited educational options must be a pervasive concern in all College planning. Since any ineffective use of resources may directly lead to higher student tuition rates, the College must operate with exemplary efficiency to maximize student access and success and to avoid abuse of ACC's state and local tax subsidies.

[3] The College shall provide efficiently-delivered high-quality instruction that closely matches student and community needs and enables rapid student progress to competence in their chosen fields. The College shall minimize requirements that are not essential to meet a student's declared educational goals. The College shall systematically provide the support needed for sustained high-quality instruction that develops the work habits and problem-solving skills needed for successful employment and educational advancement.

[4] The planning process shall ensure compliance of College operations with Board policies and accreditation principles.

[5] Institutional research must be an integral part of the College's planning and evaluation processes, and there must be a clear linkage between planning, budgeting, evaluation, and assessment. The Master Plan must incorporate performance measures for and provide evidence of program and institutional improvement based on the results of assessment.

[6] The Planning process shall include recommendations from the organizational units, faculty, and staff.

[7] The planning process shall be open, with public access provided to the information on which plans are based and to the recommendations made at each stage of the planning process.

[8] As part of the planning process, the administration shall identify potential instructional programs with substantial enrollment at other local institutions that are not offered at ACC but are within its legal scope.

B. Board Role

During the annual updating of the Master Plan, the Board shall, after considering planning information and recommendations provided by the administration, adopt a set of master planning priorities, including those listed here, stating the elements it wishes to emphasize.

[1] For programs in which local tuition/fees and state-reimbursement revenues cover overall costs (including indirect, facility, and capital costs), the extent of program offerings shall be determined primarily by student demand. Programs requiring significant subsidy shall be offered in accordance with a community-priorities declaration, which shall be based on consideration of local workforce and higher-education needs, and adopted by the Board.

[2] The Board will, in response to Presidential recommendations based on policy F-10, adopt specific compensation goals as part of its update of the Master Plan. During that review, the Board shall be provided

information comparing College compensation rates to those typical of both the primary comparison groups and various other groups of employers that might be considered relevant. Information shall also be provided comparing the workloads and compensation of full-time and adjunct faculty at the College.