



**Bunker Hill
Community College**

imagine the possibilities

FY 2016 BUDGET

DR. PAM Y. EDDINGER, PRESIDENT

**BUNKER HILL COMMUNITY COLLEGE
250 NEW RUTHERFORD AVENUE
BOSTON, MASSACHUSETTS 02129-2925**

FY2016 BUDGET ASSUMPTIONS

I. BUDGETS

The following supporting materials are contained within this packet:

- FY2015 and FY2016 Consolidated Revenue Detail
- FY2015 and FY2016 Consolidated Expenditure Detail
- Plant Fund Budget and Projects
- FY2016 Projected Expenditures Over \$25,000
- FY2016 Grants Listing
- Staffing Levels

II. GENERAL ASSUMPTIONS - REVENUE

- A. Total State funding for FY2016 is projected to be \$25,389,559 compared to \$24,133,252 budgeted for FY2015. This is an increase of \$1,256,307 over FY2015. This is partially offset by an increase in state mandated expenses which are primarily fringe benefits and salary increases negotiated by the state. These mandated increases total \$725,000 resulting in a net state increase in state aid of \$531,307. State funding comprises about 34% of all funding.
- B. Tuition and general course fee revenue from credit courses are projected at \$45,155,182 compared to \$42,876,987 budgeted for FY2015. Revenue is based on a 2% reduction in enrollment and a \$13 per credit hour general fee increase effective spring 2016.

Tuition & Fee Change	Amount
FY2015 Budgeted Tuition & Fee Revenue	\$42,876,000
FY2015 Full Year Fee Increase	\$1,322,000
FY2016 2% Enrollment decrease	(\$840,000)
FY2016 Fee Increase – Half Year	\$1,797,000
Total	\$45,155,000

- C. Other retained revenues for FY2016 are budgeted at \$2,125,000. The sources of other retained revenue consist of the following:

- Other Student Fees \$450,000
- Commissions \$1,100,000
- Interest \$350,000
- Grants Overhead \$225,000

- D. Revenue from Workforce Development & Community Education is projected at \$1,015,000 compared to \$1,115,000 budgeted for FY2015.

Description	FY2015	FY2016
Workforce Development	\$400,000	\$400,000
Community Education	\$715,000	\$615,000
Total	\$1,115,000	\$1,015,000

E. Revenue from Facility Rental is projected at \$75,000, same as FY2015.

II. GENERAL ASSUMPTIONS - EXPENDITURES

F. Total expenditures are projected to be \$74,591,343 compared to \$72,414,321 budgeted for FY2015. This is an increase of \$2,177,022 or 3% over FY2015.

G. Discretionary budgets have been reduced from the FY2015 Budget by 1%, saving approximately \$175,000.

H. Collective bargaining and all salary increases of 3.5% are included, costing about \$1,400,000

I. Funding of Annual Unit Plan's (AUP's) is the same in FY2016 as in FY2015 at \$1,500,000.

J. The FY2016 base budget includes a Plant Fund of \$3,527,237. Expenditures from the Plant Fund are for allowable capital adaptation and renewal as required by law.

K. The FY2016 Budget includes an \$831,602 structural deficit. This is \$980,480 less than the FY2015 budgeted deficit of \$1,812,082; \$3,035,284 less than the FY2014 budgeted deficit; and \$3,927,478 less than the FY2013 budgeted deficit.

Fiscal Year	Deficit	Variance from FY16
2016	(\$831,602)	-
2015	(\$1,812,082)	\$980,480
2014	(\$3,866,886)	\$3,035,284
2103	(\$4,759,080)	\$3,927,478

FY2015 and FY2016 CONSOLIDATED REVENUE DETAIL

Bunker Hill Community College

DESCRIPTION	FY2015 Budget	FY2015 Actual	FY2016 Budget	Change	Pct.
RETAINED TUITION & FEES					
Credit Tuition and General Course Fees	42,876,987	41,878,751	45,155,183	2,278,196	5%
Non-Credit Tuition and Fees	715,000	614,494	615,000	(100,000)	-14%
SUB-TOTAL - Retained Tuition & Fees	43,591,987	42,493,245	45,770,183	2,178,196	5%
OTHER REVENUES					
Other Student Fees	500,000	465,294	450,000	(50,000)	-10%
Commissions	800,000	1,083,979	1,100,000	300,000	38%
Interest	250,000	379,147	350,000	100,000	40%
Overhead - Grants	152,000	245,889	225,000	73,000	48%
SUB-TOTAL - Other Revenue	1,702,000	2,174,309	2,125,000	423,000	25%
Workforce Development Contracts**	400,000	526,955	400,000	0	0%
Facility Rentals	75,000	55,827	75,000	0	0%
RETAINED REVENUE TOTAL	45,768,987	45,250,336	48,370,183	2,601,196	6%
STATE APPROPRIATION	21,855,434	21,853,052	24,053,931	2,198,497	10%
FUNDING FORMULA ALLOCATION	2,277,818	2,277,111	1,335,628	(942,190)	-41%
SUPPLEMENTAL APPROPRIATION	0	144,777	0	0	0%
Transfer from Foundation	700,000	700,000	0	(700,000)	-100%
TOTAL REVENUE	70,602,239	70,225,276	73,759,742	3,157,503	4%
Total Expenditures	72,414,321	69,014,250	74,591,343	2,177,022	3%
Surplus/(Deficit)	(1,812,082)	1,211,026	(831,601)	980,481	-54%

FY2015 and FY2016 CONSOLIDATED EXPENDITURE DETAIL

Bunker Hill Community College

OPERATING EXPENSES		FY2015 Budget	FY2015 Actual	FY2016 Budget	Change	Pct.
AA	Personnel, Overtime	30,715,754	30,185,496	32,250,227	1,534,473	5%
BB	Professional Development, Travel, Employee Expenses	188,607	143,904	229,656	41,049	22%
CC	Adjunct Faculty, Tutors, Part-Time Help	17,995,789	17,393,660	17,972,567	(23,223)	0%
DD	Employee Benefits/Costs	2,788,789	1,984,217	2,282,600	(506,189)	-18%
EE	Administrative Expenses/Advertising, Travel	2,588,321	2,208,624	2,601,497	13,176	1%
FF	Instructional Expenses	1,228,692	1,023,539	1,358,984	130,292	11%
GG	Utilities/Rent	1,930,567	1,691,390	1,963,629	33,062	2%
HH	Auditors, Attorn, Consult	684,278	510,920	551,901	(132,377)	-19%
JJ	Facilities Contracts, Operational Services, Trainers/Lecturers	1,742,780	1,506,961	1,746,078	3,298	0%
KK	Equipment Purchase	153,682	149,347	87,736	(65,946)	-43%
LL	Lease/Purch & Equip Maint	836,393	679,644	881,521	45,128	5%
MM	Day Care	0	0	0	0	0%
NN	Facilities Renovation & Operational Services	1,817,035	1,754,018	2,060,535	243,500	13%
PP	Grants and Subsidies	50,000	72,500	50,000	0	0%
RR	Benefit Programs/Scholarships	431,514	390,138	479,962	48,448	11%
UU	Information Technology & Telecommunications	5,448,976	5,406,748	6,547,213	1,098,237	20%
	Transfer to Plant	3,813,144	3,913,144	3,527,237	(285,907)	-7%
TOTAL OPERATING EXPENSES		72,414,321	69,014,250	74,591,343	2,177,022	3%

BUNKER HILL COMMUNITY COLLEGE

PLANT FUND ACTIVITY FOR FY2016

PLANT FUND BALANCE - BEGINNING OF YEAR \$ 923,918

Scheduled and Funded Projects

Revenue

Current Year Transfer - 5%	\$ 3,527,237	
Current Year Transfer - Additional Funding	\$ -	
Other Sources		
DCAMM - Emergency Plaza Repairs	\$ 953,000	
Total Revenue	\$ 4,480,237	\$ 4,480,237

Total Available Funds

\$ 5,404,155

Projects and Capital Additions

1. Architectural Design Services	\$ 35,000	
2. Exterior Window Painting - Chelsea	\$ 30,000	
3. Masonry Repairs - Charlestown	\$ 100,000	
4. LED Lighting Fixtures - Chelsea	\$ 105,000	
5. Transformer Room	\$ 100,000	
6. HVAC Replacement - D101, D102, & D103	\$ 54,390	
7. H Building Furnishings	\$ 517,000	
8. Replace Sound Absorbing Wall Panels - E175	\$ 25,000	
9. LifeMap Modifications	\$ 75,000	
10. Unallocated Reserve - Charlestown Campus	\$ 80,000	
11. Unallocated Reserve - Chelsea Campus	\$ 40,000	
12. Renovation of A-200 & Relocation of Campus Police	\$ 646,469	
13. Bus Stop Relocation & Shelter	\$ 40,000	
14. Surg-Tech Classroom Renovation - Chelsea	\$ 50,000	
15. E148 Furniture Replacement	\$ 24,000	
16. Payroll Office Renovation	\$ 25,000	
17. Off Site Storage - H2	\$ 25,000	
18. Classroom Rehabs - 26 Classrooms	\$ 310,000	
19. DCAMM - Plaza Emergency Repairs	\$ 953,000	
Total Projects and Capital Additions	\$ 3,234,859	\$ 3,234,859

Real Estate Financing and Leasing

20. H Building Lease	\$ 1,234,233	
21. Energy Project Debt Service	\$ 245,063	
22. Health & Wellness Center Debt Service	\$ 690,000	
Total Real Estate Financing and Leasing	\$ 2,169,296	\$ 2,169,296

Total Projects and Capital Additions

\$ 5,404,155

PLANT FUND BALANCE - END OF YEAR

\$ -

Projects Pending Funding

Revenue by Source

BHCC Foundation	\$ 30,000	
BHCC Foundation - Charlestown Turf Project	\$ 1,650,000	
Grant and Private - Childcare Playground	\$ 600,000	
DCAMM - Deferred Maintenance and Accessibility	\$ 728,000	
Total Revenue	\$ 3,008,000	\$ 3,008,000

Unfunded Projects

23. DCAMM - Replace Roof - Chelsea	\$ 180,000	
24. DCAMM - Replace HVAC Roof Mounted Units - Chelsea	\$ 334,000	
25. DCAMM - ADA Compliance Issues	\$ 174,000	
26. DCAMM - Study Roof and Roadways - Charlestown	\$ 40,000	
Other Sources - DCAMM	\$ 728,000	\$ 728,000
27. Childcare Playground - Grant and Private	\$ 600,000	
28. Charlestown Turf Project - BHCC Foundation	\$ 1,650,000	
29. Faculty and Staff Lounge Renovations - BHCC Foundation	\$ 30,000	
30. Admin. Suites Conference Room Renovation (HOLD-\$240,000)	\$ -	
31. Grounds & Landscape Equipment Storage Building (40'x90') (HOLD-\$360,000)	\$ -	
Other Sources	\$ 2,280,000	\$ 2,280,000

Total Projects Pending Funding

\$ 3,008,000

FY2016 EXPENDITURES OVER \$25,000

Bunker Hill Community College

Vendor or Item	Type	Amount
1. S & J Cleaners	College Cleaning - Charlestown & Chelsea	\$990,000
2. Ellucian	Colleague Software Maintenance and 3rd Party Support	\$925,000
3. Campus Works	IT Support & Management	\$725,000
4. Direct Energy	Electricity Supply - Charlestown & Chelsea	\$590,000
5. Securitas	College Security	\$580,000
7. Direct Energy	Natural Gas Supply - Charlestown & Chelsea	\$500,000
8. Nstar	Electricity Distributor - Charlestown & Chelsea	\$445,000
9. Infinite Interpretations	Sign Language Interpreters	\$400,000
10. Dell	Replacement Computers & Software Licensing	\$350,000
11. Presidio	Network Infrastructure Equipment	\$250,000
12. First Data	Credit Card Processing	\$240,000
13. Perceptive Systems	ImageNow Maintenance, Licensing, Maintenance & Professional Services	\$240,000
14. Boston Water & Sewer	Water and Sewer Contract	\$220,000
15. Peterson's Park Center	Tent Rental for Commencement	\$215,000
16. FAME	Food Services	\$200,000
17. Comcast	Internet, Web CT License & Hosting	\$177,500
18. American Program Bureau	Compelling Conversation Series/Difficult Dialogue Series	\$160,000
19. Deschamps Printing	College Magazine & international Handbook	\$130,000
20. Ricoh Office Solutions	College Wide Toner Replacement	\$130,000
21. Central Paper	Paper Products for Central Services; College Wide Dist.	\$125,000
22. EchoStore	Storage & Virtualization Equipment	\$125,000
23. Spire/CPR	College Catalog, Student Handbook, & Foundation Brochures	\$120,000
24. Accuplacer	On-Line Assessment Tests	\$110,000
25. Flagship Press	Compelling Conversations, College Viewbook, & Credit Course Schedules	\$110,000
26. Canon Business Solutions	Central Services Copier Lease	\$109,000
27. Allen Roche Group	College Advertising	\$100,000
28. Greater Talent Network	Compelling Conversation Series/Difficult Dialogue Series	\$100,000
29. Red Thread	Faculty & Staff Office Furniture/Facility Furniture	\$100,000
30. Workplace Essentials	Restroom Services	\$100,000
31. Governet	Curriculum Development Software & Support	\$95,000
32. Moodle Rooms	Learning Management System Host	\$90,000
33. Xerox	Central Services Copier Lease	\$90,000
34. O'Connor & Drew	Independent Auditor	\$80,000
35. Laerdal	Nursing Equipment	\$80,000
38. Pocket Nurse	RN Lab Supplies	\$79,000

FY2016 EXPENDITURES OVER \$25,000

Bunker Hill Community College

Vendor or Item	Type	Amount
39. Johnson Controls	Maintenance - Energy Systems	\$75,000
40. MHQ	Police Cruiser & Facilities Truck	\$75,000
41. National Grid	Natural Gas Distributor - Charlestown & Chelsea	\$70,000
42. New Horizons	Local and Long Distance Phone Service	\$70,000
43. Hobson's	Online Admissions Application & CRM System	\$65,000
44. Buyer Advertising	HR Advertising - Includes Globe, Herald, etc..	\$60,000
46. Platform Solutions	McAfee Maintenance	\$60,000
47. DL Peterson Trust	Vehicle Maintenance & Fuel	\$55,000
48. EBSCO	Library Subscription Services	\$55,000
49. Agent 0007	Student Activities Entertainment	\$50,000
50. HigherOne	Refund Management Services	\$50,000
51. Marsh Insurance	Malpractice and General Liability Insurance	\$50,000
52. WB Mason	College Wide Office Supplies	\$50,000
53. Casella	Trash Removal Contract	\$45,000
54. CDWG	IT Equipment & Software	\$45,000
55. NelNet	Payment Plan System	\$45,000
56. NOBLE	Library Materials	\$45,000
57. Terminal Four	Website Content Management/Hosting	\$41,000
58. Digication	Assessment and ePortfolio Management Software	\$40,000
59. Zogotech	Enrollment Management Reporting Module	\$40,000
60. XRI	X-Ray Machine Service Agreements	\$39,000
61. Bay Cove	Grounds Cleaning Services	\$38,000
62. American Express	Credit Card Processing	\$35,000
63. Citizens	Bank Charges	\$35,000
64. GE Capital	Info Tech Equipment Lease	\$35,000
65. Telecheck	Check Processing	\$35,000
66. WindStreet Energy	Renewable Electricity Supply	\$35,000
67. Wright Express	Fuel for Vans and Buses	\$35,000
68. ATI Testing	TEAS Tests for Health Programs	\$35,000
69. Fleet Response	Shuttle Bus/Van Maintenance	\$33,000
70. High Output	A/V Rental for Special Events	\$30,000
71. Minuteman	Security Camera/Access Control Maintenance	\$30,000
72. Seaport Graphics	Banners and Signage	\$30,000
73. Smarthinking	Online Tutoring Service	\$30,000
74. Phillips	Nursing Equipment Maintenance	\$26,500
75. Atlas Alarm	Maintenance Service	\$25,000
76. Barnes N Noble	Textbook Assistance Program	\$25,000
77. Colligio	Network and VoIP Managed Services	\$25,000
78. Transformation in Higher Education	One-Stop Shop Consultant	\$25,000

This list is presented in accordance with the Board of Higher Education Standards for the Expenditures of Trust Funds. The Standards state: "Individual expenditures over the ceiling as specified by the Board of Trustees require the prior approval of the Board of Trustees." The Board has determined this to be \$25,000. The above items are actual or estimated amounts and are included in the budget for FY2016.

FY16 Grant Listing 7/1/15 - 6/30/16 as of 9/30/15

Project ID	Project Name	Pass-through Agency	Grantor	Current Project Period	Current Year Award	Total Project Award	Project Duration	Current Project Year	Coordinator	Supervisor
I. Federal Grants										
3054	Guided Pathways to Success in STEM (GPSTEM)	Massasoit CC	Massasoit CC	10/1/14-9/30/17	168,942	525,000	3	2	Stacey Betts	Steve Roller
3055	GPSTEM Navigator	Massasoit CC	Massasoit CC	10/1/14-9/30/17	202,523	202,523	3	2	Stacey Betts	Steve Roller
3064	MACC & Workforce Development Transformation Agenda	Quinsigamond CC	US DOL	10/01/11-09/30/15	59,000	968,500	4	4	Stacey Betts	Steve Roller
3074	National Information, Security & Geospatial Technology Consortium (NISGTC)	Collin College	US DOL	10/01/11-09/30/15	910,431	2,188,631	4	4	Joyce Henderson	Bogusia Wojciechowska
3094	Northeast Resiliency Consortium (NRC)	Passaic CCC	US DOL	10/01/13-09/30/17	543,223	1,946,057	4	3	Joyce Henderson	Steve Roller
3106	Perkins Allocation	DESE	U.S DOE	09/01/15-08/31/16	471,204	471,204	1	1	Nancy Angoff	Steve Roller
3136	Inclusive Concurrent Enrollment Partner (ICE)	DESE	U.S DOE	7/1/15-6/30/16	25,000	25,000	1	1	Andrea Schwartz	Jan Bonanno
3156	Statewide DECA Program	DESE	U.S DOE	9/1/15-8/31/16	40,000	40,000	1	1	Nuri Chandler-Smith	Steve Roller
3343	Rewarding Excellence for Leaders in Engineering, Computer Science & IT (REFLECT)		NSF	06/01/14-05/31/16 No cost extension	218,731	536,456	3	3	JoDe Lavine	Laurie McCorry
3356	Community College Initiative Program (CCIP)	NOVA CC	U.S DOS	7/1/15-6/30/16	196,660	196,660	1	1	Vilma Tafawa	Valerie Smith
3364	Center for Integrated Quantum Materials (CIQM)	Harvard Univ.	NSF	10/1/2013-9/30/2018	90,000	150,000	5	3	JoDe Lavine	Laurie McCorry
3406	Trio/ Student Support Services		U.S DOE	09/01/15-08/31/16	267,936	1,339,680	5	1	Margaret Bovill-Hawkins	Nuri Chandler-Smith
3414	Title III - SIP - BHCC LIFE MAP		U.S DOE	10/01/13-09/30/18	449,589	2,232,943	5	3	Sally Buckley	James Canniff
3425	Bridging Cultures Project	UMB	NEH	6/1/14-5/31/17	32,063	120,000	3	2	Liya Escalera	Lori Catalozzi
3442	Bridge to Baccalaureate FY16	UMB	NIH	03/01/12-02/28/16 No cost extension	72,935	108,569	5	5	Greg Field	Laurie McCorry
3456	Louis Stokes Alliance for Minority Participation (LSAMP)	UMB	NSF	9/1/12-8/31/17	43,230	216,150	5	4	Greg Field	Laurie McCorry
3472	Broadening Advanced Tech. Education Connections (BATEC III)	UMB	NSF	09/01/11-08/31/16 No cost extension	254,663	716,225	4	4	Jamie Mahoney	Bogusia Wojciechowska
3494	Trio/Talent Search		U.S DOE	09/01/15-08/31/16	230,000	1,100,000	5	5	Austin Mirasolo	Laurie McCorry
3806	Training in Education & Critical Research Skills	Tufts Univ.	NIH	09/01/15-08/31/16	19,691	53,316	5	4	Bob Steeper	Laurie McCorry
5400	Scholarships for Disadvantaged Nursing Students		US DHHS	7/01/15-6/30/16	300,000	300,000	3	3	Jeremiah Williams	Mary Folan
Total FY16 Federal Grants:					4,295,820	13,136,914				
II. State Grants										
2350	Vision Project II		MA DHE	09/01/14-08/31/15	54,079	391,059	3	3	Stacey Betts	Steve Roller
2360	Vision Project III		MA DHE	09/01/14-08/31/15	147,483	330,855	3	2	Stacey Betts	Steve Roller
2370	Carryover Vision Projects		MA DHE	9/1/14-8/31/15	104,022	104,022	1	1	Stacey Betts	Steve Roller
2380	Vision IV		MA DHE	9/1/15-8/31/16	200,000	200,000	1	1	Liya Escalera	Lori Catalozzi
3176	MCAS Transitional School Year Program	Boston Private IC	MA DESE	9/1/15-6/30/16	21,654	21,654	1	1	Chad Fallon	Nuri Chandler-Smith
3216	STEM Starter Academy		MA DHE	9/1/15-8/31/16	250,000	250,000	1	1	Joye Thaller	Laurie McCorry
3256	Adult Education Learning Center/Chelsea		MA DESE	07/01/15-06/30/16	570,693	570,693	1	1	Toni Borge	Laurie McCorry
3266	Adult Basic Educations/ Chelsea	Metro North REB	MA DESE	07/01/15-06/30/16	53,560	53,560	1	1	Toni Borge	Laurie McCorry
3275	ABE Community Adult Learning Center		MA DESE	3/1/15-8/31/15	5,200	5,200	1	1	Toni Borge	Laurie McCorry
3286	Adult Career Pathways (Fund Code 540)		MA DESE	9/1/15-8/31/16	103,000	103,000	1	1	Toni Borge	Laurie McCorry
3846	ABE Transitional Pathway to College	DESE	MA DESE	07/01/15-06/30/16	84,460	84,460	1	1	Toni Borge	Laurie McCorry
3865	Adult Education Transition to Community College	DESE	MA DESE	3/1/15-8/31/15	8,200	8,200	1	1	Toni Borge	Laurie McCorry
Total FY16 State Grants:					1,602,351	2,122,703				
III. Local/Private Grants										
3756	Workforce Innovation & Opportunity Act CNA Training	East Boston Neighb. Center	EDIC	7/1/15-6/30/16	22,416	22,416	1	1	Deborah Latina	Laurie McCorry
3203	Matching Funds for Vision		MA Co. Part.	09/01/14-08/31/15	50,000	150,000	3	3	Stacey Betts	Steve Roller
3604	Urban Institute	The City of Boston	EDIC	1/2/15-2/13/2016	130,000	130,000	1	1	Timothy McLaughlin	James Canniff
3705	Metro North Healthcare Workforce Transformation Training	Metro North REB	Metro North REB	2/1/15-1/31/17	13,464	13,464	2	1	Deborah Latina	Laurie McCorry
Total FY16 Local/Private Grants:					215,880	315,880				
Total FY16 Grants:					6,114,051	15,575,497				

ACTUAL POSITIONS (by FTE)			
<u>Category</u>	<u>June 30, 2013</u>	<u>June 30, 2014</u>	<u>June 30, 2015</u>
Classified (CLA)	142.62	145.59	147.74
Classified (CLN)	7.60	6.60	5.60
Faculty (FAC)	152.00	162.00	161.00
Professionals (NUP)	88.86	82.98	87.23
Professionals (UNP)	<u>80.50</u>	<u>77.08</u>	<u>81.31</u>
	471.58	474.25	482.88
BUDGETED POSITIONS (by FTE)			
<u>Category</u>	<u>FY 14</u>	<u>FY15</u>	<u>FY16</u>
Classified (CLA)	140.91	143.15	148.83
Classified (CLN)	7.60	5.60	4.00
Faculty (FAC)	171.00	160.00	165.00
Professionals (NUP)	83.86	85.03	82.73
Professionals (UNP)	<u>81.00</u>	<u>81.00</u>	<u>85.00</u>
	484.37	474.78	485.56