

UTAH SYSTEM OF TECHNICAL COLLEGES

AGENDA ITEM

USTC BOARD OF TRUSTEES

September 13, 2017



ITEM: III.V

TOPIC: USTC Commissioner's Office Budget Report

BACKGROUND

Per UCAT policy 555.4.5, *"A report detailing revenue and expenditures for all budget categories and an investment report reflecting cash and investment balances as of the month most recently ended shall be presented to the Board of Trustees in all regular meetings of the Board."* The attachments include a report detailing appropriated revenues and expenditures by category for the Office of the Commissioner for the current fiscal year through August 31, 2017 as well as the check register for July - August 2017.

Attachments:

Budget progress report

Check/Disbursement register

Cash & Investment Balances



Utah System of Technology Colleges
Office of the Commissioner
Office Budget FY 2018

Revenue	<u>Budgeted</u>	<u>Year to Date</u>	<u>%</u>
USTC Administration Ongoing Appropriation	1,950,500	487,625	25.0%
Equipment Appropriation	17,700	4,425	25.0%
Custom Fit Appropriation	3,959,200	989,800	25.0%
Perkins Leadership Fund for Professional Development	35,000	-	0.0%
College Support for Northstar	170,000	-	0.0%
SLDS Grant	165,000	-	0.0%
Custom Fit Flow Through to Colleges	(3,950,000)	(987,500)	25.0%
Admin Line Item to Colleges (Jobs Now)	(400,000)	(100,000)	25.0%
Total Budget for the Commissioner's Office	<u><u>1,947,400</u></u>	<u><u>394,350</u></u>	<u><u>20.3%</u></u>

Expenditures

Salaries, Payroll Tax & Benefits	1,562,760	244,301	15.6%
Building Occupancy Costs	141,000	23,886	16.9%
Professional Development Conference	35,000	-	0.0%
Equipment Purchases	17,700	828	4.7%
Employee Travel	20,000	2,595	13.0%
Board of Trustees Expense	25,000	787	3.1%
Staff & System Meetings	14,500	1,051	7.2%
Public Relations/Marketing	30,000	5,354	17.8%
Automobile Expenses	20,000	796	4.0%
Supplies & Misc. Expenses	45,240	8,045	17.8%
IT Support & Upgrades	14,000	2,010	14.4%
Memberships	22,200	17,915	80.7%
Total Expenditures	<u><u>1,947,400</u></u>	<u><u>307,568</u></u>	<u><u>15.8%</u></u>

Utah System of Technical Colleges
Check Register
 July 2017 through August 2017

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	07/17/2017	11329	Annette Ward Studio	-500.00
Bill Pmt -Check	07/17/2017	11330	Bridgerland Tech	-139,000.00
Bill Pmt -Check	07/17/2017	11331	Brian Florang	-330.58
Bill Pmt -Check	07/17/2017	11332	Davis Tech	-139,000.00
Bill Pmt -Check	07/17/2017	11333	Dave Woolstenhulme	-201.25
Bill Pmt -Check	07/17/2017	11334	Dixie Tech	-96,250.00
Bill Pmt -Check	07/17/2017	11335	Fuelman	-373.13
Bill Pmt -Check	07/17/2017	11336	Jim Evans	-85.07
Bill Pmt -Check	07/17/2017	11337	Mountainland Tech	-501,657.50
Bill Pmt -Check	07/17/2017	11338	Ogden-Weber Tech	-139,000.00
Bill Pmt -Check	07/17/2017	11339	Ricoh	-226.95
Bill Pmt -Check	07/17/2017	11340	Salt Lake Chamber	-10,000.00
Bill Pmt -Check	07/17/2017	11341	Scott Theurer	-51.04
Bill Pmt -Check	07/17/2017	11342	Snow College	-68,750.00
Bill Pmt -Check	07/17/2017	11343	Stephen Wade	-207.16
Bill Pmt -Check	07/17/2017	11344	Steve Moore	-113.37
Bill Pmt -Check	07/17/2017	11345	Stimulating Design	-3,000.00
Bill Pmt -Check	07/17/2017	11346	Southwest Tech	-96,250.00
Bill Pmt -Check	07/17/2017	11347	Tooele Tech	-91,250.00
Bill Pmt -Check	07/17/2017	11348	Tyler Brinkerhoff	-51.00
Bill Pmt -Check	07/17/2017	11349	Uintah Basin Tech	-116,500.00
Bill Pmt -Check	07/17/2017	11350	USU Eastern	-62,500.00
Bill Pmt -Check	07/17/2017	11351	Utah Dept of Admin Services	-315.08
Bill Pmt -Check	07/17/2017	11352	Wallwork Media & Design	-1,307.50
Bill Pmt -Check	08/01/2017	EFT	WF Card - 0028	-884.59
Bill Pmt -Check	08/01/2017	EFT	WF Card - 2369	-843.13
Bill Pmt -Check	08/01/2017	EFT	WF Card - 4403	-586.27
Bill Pmt -Check	08/01/2017	EFT	WF Card - 4625	-306.00
Bill Pmt -Check	08/01/2017	EFT	WF Card - 5285	-20.00
Bill Pmt -Check	08/10/2017	11353	Bridgerland Tech	-267.87
Bill Pmt -Check	08/10/2017	11354	Davis Tech	-687.94
Bill Pmt -Check	08/10/2017	11355	Doug Richards	-1,653.21
Bill Pmt -Check	08/10/2017	11356	Dixie Tech	-8,334.39
Bill Pmt -Check	08/10/2017	11357	Fuelman	-319.79
Bill Pmt -Check	08/10/2017	11358	Jared Haines	-35.85
Bill Pmt -Check	08/10/2017	11359	Joseph Demma	-222.45
Bill Pmt -Check	08/10/2017	11360	Like Rain Publishing	-546.00
Bill Pmt -Check	08/10/2017	11361	Mountainland Tech	-1,627.28
Bill Pmt -Check	08/10/2017	11362	Ogden-Weber Tech	-14,720.52
Bill Pmt -Check	08/10/2017	11363	PayScale, Inc.	-5,950.00
Bill Pmt -Check	08/10/2017	11364	Signature Images	-2,392.50
Bill Pmt -Check	08/10/2017	11365	Southwest Tech	-5,204.13
Bill Pmt -Check	08/10/2017	11366	Tooele Tech	-142.98

Utah System of Technical Colleges
Check Register
July 2017 through August 2017

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	08/10/2017	11367	Uintah Basin Tech	-4,430.19
Bill Pmt -Check	08/10/2017	11368	Utah Manufacturers Association	-1,965.00
Bill Pmt -Check	08/30/2017	EFT	WF Card - 3711	-6,633.83
Bill Pmt -Check	08/30/2017	EFT	WF Card - 2377	-1,682.29
Bill Pmt -Check	08/30/2017	EFT	WF Card - 5163	-627.70
Bill Pmt -Check	08/30/2017	EFT	WF Card - 2369	-235.85
Bill Pmt -Check	08/30/2017	EFT	WF Card - 5293	-46.44

Utah System of Technical Colleges

Office of the Commissioner

Fiscal Year 2018 Office Budget

CASH AND INVESTMENTS

as of

August 31, 2017

Name of Bank	Type of account	Rate %	Dollar Amount
Utah PTIF	Savings	1.478 \$	1,156,651.35
Wells Fargo	Checking	0.010 \$	100,884.19

