OAKLAND COMMUNITY COLLEGE®

BOARD OF TRUSTEES

REGULAR MEETING AGENDA

The Regular Meeting of the Board of Trustees of Oakland Community College will be held on Tuesday, May 19, 2020, 6:30 p.m., via an audio meeting format. Please dial 351-999-4191 to listen.

AGENDA

1. **CALL TO ORDER**

2. **ATTENDANCE**

3. **APPROVAL OF AGENDA**

4. **APPROVAL OF MINUTES**
    4.1 April 28, 2020 Regular Board Meeting Minutes   A – **ACTION**

5. **COMMUNICATIONS**
    5.1. Community Comments
    5.2. Student Government Report – no report
    5.3. Academic Report
        5.3.1. Academic Senate Update
        5.3.2. Winter and Summer Semester Update
    5.4. Chancellor's Comments

6. **MONITORING REPORT** - no report

7. **ACTION ITEMS**
    7.1. 2020-2021 Final Budget   B – **ACTION**
    7.2. Board of Trustees MCCA Representative and Alternate   C – **ACTION**

8. **INFORMATION ITEMS**

CONSENT CALENDAR – INFORMATION ITEMS

Items 8.1 to 8.4 listed below on the Consent Calendar – Information Items are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or the Chancellor so requests, in which event the item will be removed from the general order of business and discussed separately.

8.1. Finance Quarterly Report   D **- INFORMATION**
8.2. College Facilities Quarterly Report   E **- INFORMATION**
8.3. Information Technology Quarterly Report   F **- INFORMATION**
8.4. OCC Foundation Quarterly Report   G **- INFORMATION**
8.5. Strategic Plan Report (new plan to be presented in June)

END OF CONSENT CALENDAR – INFORMATION ITEMS

9. **BOARD COMMENTS**

10. **ADJOURNMENT**

BOARD OF TRUSTEES
VIRTUAL REGULAR MEETING
MINUTES
April 28, 2020
Oakland Community College
2480 Opdyke Road
Bloomfield Hills, Michigan

1. **CALL TO ORDER**

Chair McCulloch called the meeting to order at 6:30 p.m.

2. **ATTENDANCE**

ROLL CALL:

<u>Present</u>:
John P. McCulloch, Chair
Pamala M. Davis, Vice Chair
Susan E. Anderson, Treasurer
Pamela S. Jackson, Secretary
Kathleen A. Bertolini, Trustee
Shirley Bryant, Trustee
Christine M. O'Sullivan, Trustee

<u>Absent</u>:
None

3. **APPROVAL OF AGENDA**

Trustee Anderson MOVED to approve the agenda, and Trustee Davis seconded.

AYES: Anderson, Bertolini, Bryant, Davis, Jackson, McCulloch, O'Sullivan

NAYS: None   Motion Carried

4. **MINUTES**

4.1 February 18, 2020 Regular Board Meeting Minutes   A – **ACTION**

Trustee Davis MOVED to approve the February 18, 2020 Regular Board Meeting Minutes. Trustee Bertolini seconded.

AYES: Anderson, Bertolini, Bryant, Davis, Jackson, McCulloch, O'Sullivan

NAYS: None   Motion Carried

4.2 March 14, 2020 Special Board Meeting Minutes   B – **ACTION**

Trustee Jackson MOVED to approve the March 14, 2020 Special Board Meeting Minutes. Trustee Davis seconded.

AYES: Anderson, Bertolini, Bryant, Davis, Jackson, McCulloch, O'Sullivan

NAYS: None   Motion Carried

5. **COMMUNICATIONS**

   5.1. Community Comments - none

   5.2. Student Government Report – no report

   5.3. Academic Report

      5.3.1. Academic Senate Update

              Academic Senate Chair John Mitchell provided the Senate update report. Some of the items discussed included:
              - Although, Senate leadership cancelled the March and April Campus and College Senate meetings, some crucial, time-sensitive curricular business was conducted via email regarding consent agendas for program and degree changes that need to be approved for next year's catalogue
              - The Senate standing and ad hoc committees continued to meet virtually during the past two months
              - Continued to meet monthly with the Chancellor's Academic Leadership Team, focusing on the College's plans for moving forward and how we can flexibly adapt to the challenges of the current crisis
              - This Thursday the College Senate will hold a virtual Zoom meeting to discuss and vote on two items of curricular business. If this format works, the May and/or June meetings may be held in the same manner.
              - Campus Senates continue remotely working on conducting Senate elections for next year
              - Chair Mitchell stated he was very proud of the way the Senators and Senate Leadership have risen to the current challenge and they will continue to serve our students and fellow academic colleagues during this pandemic

   5.4. Chancellor's Comments

      Mr. Provenzano commented on the following:
      - Six new employees were recognized:
        - Jennifer Berne, Provost
        - Jared Drapinski, Parts & Tool Crib Attendant, Automotive Program
        - Eleanor Marks, Secretary, ACCESS
        - Heather Nagy, Graphic-Multi Media Designer, Marketing & Communications
        - Dwayne Rayford, Facility Technician, Maintenance
        - Steven Simpson, Chief Strategy Officer, Institutional Effectiveness
      - Vice Chancellor for Administrative Services Bobbie Remias was recognized as one of *Crain's* 2020 "Notable Women in Finance"
      - Presented OCC's Coronavirus Response Timeline
      - Update on the College's Emergency response plan focusing on messaging and actions regarding the Coronavirus matter

- Academic Affairs:
    - Gained HLC consent for remote learning adjustment and met with peer institutions
    - Successfully transitioned 1,520 Winter semester courses to remote delivery
    - Ongoing communication/meetings with faculty/adjuncts, Deans, Student Services, and Registrar to address concerns and answer questions
    - ATG increased faculty training, delivery options, including video conferencing software, testing integrity solutions and pedagogical concerns
    - Aided in creation of Credit/No Credit option for Winter/Summer semesters
    - Developed contingency plans for continued remote/online learning and assessment with Chief Strategy Officer and New Provost
    - Working with Directors of Academic and Secondary Partnerships, Deans, and university partners on transfer programs/agreements
    - Managing current grants and implementing new DOL partnership grant
    - EWD remotely delivering PLC/Robotics courses and corporate training
    - EWD secured additional $500,000 in MNJT funding
- Student Services:
    - Counseling
        - Students met with counselors via phone or Zoom technology
        - Total "Show Rate" for appointments was 50-60 percent
        - "Show rate" for virtual appointments was 99 percent
        - Reverted to extended hours, brought back additional counselors
        - Majority of questions on transfer, program planning, Credit/No Credit options, and assistance related to housing, food, personal expenses from Student Success Fund
    - Financial Aid
        - All staff converted to remote work to serve students via phone or email
        - Processing of Financial Aid Applications since March 13:
            - Summer 2020 students:
                - 801 students awarded Pell funds
                - 674 Direct Loans offered
            - Fall/Winter 2020-2021 students:
                - 8,974 Financial Aid Applications had initial reviews
    - Learning Resources Division (working remotely from home to provide students and the community with excellent services)
        - Highlights from the Libraries
            - Offer "Ask a Librarian/Research Help Now Reference Service"
            - Self-funded collaborative of Michigan community colleges and universities
            - Provides 24/7 online chat reference to the students of its members
            - From March 16 through April 27, 2020, OCC librarians conducted:
                - Virtual Reference/Research Sessions with OCC students = 186
                - Virtual Reference/Research Sessions with non-OCC students – 185
                - OCC faculty email reference questions = 38
        - Highlights from the Academic Support Centers (ASC)
            - From March 23 through April 24, 2020, the ASC provided:
                - Virtual with Supplemental Instructors (SI) = 817 student contacts
                - Virtual tutoring services = 617 students
            - The ASC will also continue to offer remote Student Success Seminars through Summer 2020
- Institutional Effectiveness
    - Winter semester students were surveyed regarding access to technology:
        - 93 percent have a computer or other device to complete their studies remotely
        - 90 percent have internet access
        - 84 percent are aware of the online resources OCC has available

- OCC Foundation:
    - Provided all students lacking home internet with information on free resources
    - Provided a device or referral to other resources of all students lacking a computer at home
    - Allocated an additional $100,000 for The Garden Party scholarships for Summer semester
    - Launched Student Empowerment Appeal in collaboration with student organizations to replenish the Student Success Fund
- Information Technologies
    - Supported remote learning/working:
        - Provisioned 60 laptops/tablets for student/employee use
        - Enabled 300+ employees to remotely access computer drives/servers
        - Expedited installation of new VPN platform providing more remote capacity
        - Distributed headsets/webcam cameras to 60 employees
        - Enabled 70+ telephone-based employees to answer calls at home
        - Access to free Adobe Creative Cloud and Microsoft Office software
        - Helped design virtual commencement event/website
    - Expedited software changes:
        - Extended drop date for all Winter courses by 10 days
        - Added new Leave Plan to MyOCC
        - Created Credit/No Credit option on select courses
        - Modified ESL placement registration from onsite to online
        - Modified classroom number to "Remote' for all virtual Summer sections to reduce confusion
- Human Resources:
    - Provided employees with a weekly wellness video focusing on wellbeing. Topics included: Workplace Ergonomics and Back to School 101
    - Offered employees the opportunity to make a special election for FSA/Dependent Care Benefits
    - Communicated FAQs
    - Rolled out a clear and concise new policy to address the FFCRA
- Administrative Services:
    - Financial Services/Purchasing
        - Ensured Continuation of:
            - Employee paychecks, vendor payments, student payments/refunds
            - Purchasing necessary services and equipment
        - Applied for millions in grant funding – Federal Apprenticeship Grant/CARES Act
    - Public Safety
        - Maintained presence on campuses and provided employees safe entry
        - Facilitated pickup of webcams/headsets for remote teaching
        - Facilitated pickup of computers by students in need
    - Facilities/Auxiliary Services/Environmental Safety
        - Coordinated PPE donations/loaned ventilators
        - Ensured essential deliveries such as mail, IT equipment, masks sanitizing wipes, webcams/headsets
        - Continued necessary construction
        - Monitored all mechanical systems onsite/remotely
        - Maintained Bookstore operations onsite/remotely
        - Arranged use of Orchard Ridge Campus for community food box assembly
        - Ongoing efforts by Manager of Environmental Health & Safety Michael Schmidt regarding Health and Safety
- WJR Radio, WDIV Channel 4, and local papers picked up the story of our donations to Henry Ford Health System, Ascension Health System, and Beaumont Health System

- Keeping the College Community informed:
    - o Web resources were created to provide regular updates including FAQs and student resource pages
    - o Nearly 20 emails were sent to students since February 28, including video messages from their peers offering support and help to their fellow students, including a video from the student government president Blake Woodruff
    - o Ten videos were released to students on topics such as grading, summer classes, maintaining your mental health, library services available online, and help with learning remotely
    - o Employees from across the College helped us create videos to share with employees and students
- Chancellor Provenzano concluded by stating how proud he was of the OCC team in responding to this crisis and believes we will come out stronger than ever
  (Report on file)

6. MONITORING REPORT

6.1 Fall 2019 Monitoring Report   C – **INFORMATION**

Chief Strategy Officer Steve Simpson began by thanking his team in assisting in the preparation of the Fall 2019 Monitoring Report. Topics covered included:
- OCC's impact in Oakland County
- New Reporting Cycle
- Fall 2019 KPIs
- FTIAC Success and Developmental Education
- Enrollment
- New Student Enrollment 2019-2020 Progress and how this was achieved
- Short-Term and Long-Term Strategic Initiatives for 2020-2021
- Course Success and Persistence (Continuing Student Enrollment)
- Completion
- Summary
    - o Leading indicators show the promise of a foundation of stability from which to build growth
    - o The five-year 8 percent increase in student persistence shows evidence of effective changes in practice that will ultimately impact graduation and completion of KPIs
    - o OCC continues to grow in its data maturity and sophistication of use for planning, development, and growth
    - o Strategic initiatives in recruiting, marketing, and CTE/Workforce hold the promise of increasing total student interest and enrollment beyond AMIRA forecast
    - o The Monitoring Report and Board oversight will allow for consistent follow-up and a high level of institutional accountability and engagement
    - o Effects of COVID-19 on OCC and how it was addressed

Chair McCulloch asked if enrollment projections could be provided for the next five years including the assumptions used in formulating the enrollment projections (i.e. K-12 enrollment, impact of Covid 19, etc.). Dr. Simpson said he could provide that information at the June Board meeting.

Trustee Bryant MOVED to receive and file the report. Trustee Jackson seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Davis, Jackson, McCulloch, O'Sullivan

NAYS: None   Motion Carried
(Report on file)

7. **ACTION ITEMS**

    7.1. 2021-2025 Proposed Budget and Financial Forecast   D – **INFORMATION**

    Vice Chancellor for Administrative Services Bobbie Remias and Director of Budget and Financial Planning
    Renee Oszust discussed the proposed budget and financial forecast for fiscal years ending 2021-2025.

    Topics discussed included:
    - Operating revenue
    - Enrollment projection
    - Operating revenue budget/forecast
    - Operating expenses and transfers
    - Capital budget and projects
    - Campus facility projects

    Ms. Remias acknowledged that certain uncertainties exist, both positive and negative:
    - Enrollment uncertainties may be positive or negative. Although, Summer enrollment is lower than
      expected, there is the potential to have a better than projected Fall enrollment.
    - There may be a slowdown in increased Oakland County property values.
    - There may be a potential decline in State Appropriations because of state losses in sales tax revenue.
    - OCC is in line for a multi-million dollar Federal grant. Fifty percent will be distributed to our
      students. The other fifty percent is earmarked for institutional use, which we plan to invest in college-
      wide technology in support of our students and their distance learning.

    In conclusion, Ms. Remias stated they will continue to monitor the economic situation and establish
    contingency plans, if needed, to ensure quality education for our students, as well as long-term stability for
    the college, its employees, and the community it serves.

    Kudos to OCC's Finance Department who once again received the Award for Best Practices in Community
    College Budgeting for FYE June 30, 2019 by the Government Finance Officers Association.

    7.2. 2020-2021 Tax Levy of Operating Millage   E – **ACTION**

    Trustee Anderson MOVED the Board of Trustees adopt the resolution to levy the maximum annual tax rate
    and authorize the Vice Chancellor for Administrative Services to notify the proper assessing office of each
    municipality to effectuate compliance with this resolution. Trustee Jackson seconded.

    ROLL CALL VOTE:

    AYES: Anderson, Bertolini, Bryant, Davis, Jackson, McCulloch, O'Sullivan

    NAYS: None   Motion Carried

    7.3. 2020-2021 Tuition Rates   F – **ACTION**

    Trustee Bertolini MOVED the Board of Trustees adopt the following tuition rates effective for the Fall 2020
    semester:

    $ 97.00 per contact hour for In-district students
    $188.00 per contact hour for Out-of-district students

    Trustee Anderson seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Davis, Jackson, McCulloch, O'Sullivan

NAYS: None   Motion Carried

7.4.   Approval of Revised Policies   G – **ACTION**

Trustee Jackson MOVED the Board of Trustees approve the following amended Board policies, procedure, and bylaw to take effect immediately:

1.4   Policy Creation and Review
1.7   Board Chair's Role
1.11   Board Committees
1.12   Board Planning Cycle
2.2   CEO Accountability
2.3   Delegation to the CEO
4.3   Monitoring College Effectiveness Policy/Monitoring Reporting Procedure
4.4   Accreditation and Certification
Article IV. Meetings, Section 4.a.   Bylaws unique to Regular and Special Meetings Calendar

Trustee Davis seconded.

Chair McCulloch reminded the Board that the amended policies, procedure and bylaw shall supersede any previously existing policies, procedures and bylaws on the same subject matter. To the extent the language of the policies, procedure or bylaw conflicts with any portion of any other previously existing policy, procedure or bylaw, the new language shall control.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Davis, Jackson, McCulloch, O'Sullivan

NAYS: None   Motion Carried

8. **INFORMATION ITEMS** - none

9. **BOARD COMMENTS**

Trustees Bertolini and Jackson thanked everyone who made it possible to conduct our April meeting via a virtual format.

10. ADJOURNMENT

There being no further business, Chair McCulloch adjourned the meeting at 7:59 p.m.

_____
Cherie A. Foster

_____
Date

_____
John P. McCulloch, Chair

_____
Pamela S. Jackson, Secretary

Mission: OCC is committed to empowering our students to succeed and advancing our community.

ACTION

Board Agenda Item 7.1
May 19, 2020

BUDGET AND FINANCIAL FORECAST
FISCAL YEARS ENDING 2021-2025

PROBLEM/NEEDS STATEMENT

The College needs to adopt an operating budget for the continued operation of the College for the 2020-2021 fiscal year, which begins July 1, 2020.

BACKGROUND

In previous meetings, the Board adopted the maximum annual millage rate, conducted a public hearing on the budget, and acted to set tuition rates for the upcoming fiscal year. The final step in the budgeting process requires the Board to approve the budget.

MOTION

Move the Board of Trustees approve the General Appropriations Act for the 2020-2021 fiscal year.

RESOLUTION OF THE BOARD OF TRUSTEES
OF
OAKLAND COMMUNITY COLLEGE

GENERAL APPROPRIATIONS ACT FOR THE 2020-2021 FISCAL YEAR

At a meeting of the Board of Trustees of Oakland Community College held on the 19th day of May, 2020.

PRESENT: _____

_____

_____

ABSENT: _____

Trustee _____ offered the following resolution and moved its adoption. Trustee _____ seconded.

WHEREAS, the Board of Trustees, in accordance with applicable law, has authorized and directed the Chief Administrative Officer to prepare a proposed budget for the 2020-2021 fiscal year; and

WHEREAS, copies of the proposed budget have been available to the public since March 16, 2020; and

WHEREAS, the Board of Trustees held a public hearing on its proposed budget pursuant to a notice of public hearing published in the *Oakland Press*, and

WHEREAS, the Board of Trustees is required by law to adopt an operating budget to govern expenditures prior to the beginning of the next fiscal year;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Oakland Community College as follows:

1. The total revenues estimated to be available for appropriation in the General ($163,603,114), Auxiliary ($5,128,760), and Designated ($3,797,146) Funds of Oakland Community College for the 2020-2021 fiscal year are $172,529,020.

2. The total appropriation for the General ($162,624,246), Auxiliary ($5,203,609), and Designated ($4,145,146) Funds of Oakland Community College for the 2020-2021 fiscal year are $171,973,001.

3. The total appropriation for the capital budget is $72,319,511.

4. The total number of mills of ad valorem property taxes will be levied at the maximum annual rate of 1.5303 and used for general operations. The rate may be adjusted for any reduction that is required by the constitution provision which limits the growth of property tax.

5. Changes in the amount appropriated by the Board of Trustees shall require approval by the Board of Trustees. For the purposes of meeting emergency needs of Oakland Community College, a change to the appropriations may be made upon written authorization of the Chief Administrative Officer, without prior approval of the Board of Trustees. When the Chief Administrative Officer makes a change to the appropriations as permitted by this resolution, such change shall be presented to the Board of Trustees at its next regularly scheduled meeting in the form of an appropriation amendment.

All resolutions and parts of resolutions insofar as the same may be in conflict herewith are hereby rescinded.

Roll Call Vote:

AYES: Members _____

_____

_____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

_____
John P. McCulloch, Chair
Board of Trustees Oakland Community College

STATE OF MICHIGAN)
) SS
COUNTY OF OAKLAND)

I hereby certify that the foregoing resolution is a true and complete copy of a resolution adopted by the Board of Trustees of Oakland Community College at a properly noticed open meeting held on 19th day of May, 2020, and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

_____
John P. McCulloch, Chair
Board of Trustees Oakland Community College

ACTION

BOARD OF TRUSTEES MCCA REPRESENTATIVE
AND ALTERNATIVE REPRESENTATIVE

PROBLEM/NEEDS STATEMENT

In accordance with a motion passed by the Board of Trustees on September 17, 2007 to limit the term of service to one year ending on July 14th of each year, the Board is required to elect one trustee to serve as representative to the Michigan Community College Association (MCCA) Board of Directors for the 2020-21 fiscal year, and one trustee to serve as an alternate representative for the same period.

MOTION

Move the Board of Trustees elect _____ as representative to the MCCA Board of Directors and that _____ be elected as alternate representative to the MCCA Board of Directors for a term beginning July 15, 2020 and ending July 14, 2021.

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INFORMATION

Board Agenda Item 8.1
May 19, 2020

QUARTERLY FINANCE REPORT
For the Quarter Ended March 31, 2020

INTRODUCTION

Oakland Community College is a public, non-profit educational institution operating five academic campuses. The academic services of the College are provided during semester quarters and the majority of the expenditures follow the semester quarters – not calendar months. In the General Fund, the College has three major revenue sources following different receipt schedules. Tuition revenues are received on a semester schedule. State appropriations are received on a monthly schedule, October through August. Property taxes are received primarily from August through October.

The Operating Funds of the College are included in the quarterly report – General Fund, Designated Funds, and Auxiliary Funds.

COMMENTS

For the Quarter Ended March 31, 2020

This report includes year-to-date information as of the 3rd quarter of the fiscal year and reflects financial activity from July 1, 2019 to March 31, 2020.

FINANCIAL HIGHLIGHTS

Revenues:

In the General Fund, the College recorded total revenues of $145,410,268 (column 3) compared to $137,568,888 (column 4) as of the end of the same quarter last year. In Designated Funds, the College recorded total revenues of $2,013,868 (column 3) compared to $1,923,298 (column 4) at the end of the same quarter last year. In Auxiliary Funds, the College recorded total revenues of $3,567,855 (column 3) compared to $4,611,188 (column 4) at the end of the same quarter last year.

Property Taxes: The total amount is $87,754,080 (column 3) compared to $83,874,593 (column 4) at the end of the same quarter last year in the General Fund. Property taxes are received from August through October. Property tax revenues when compared to the same quarter last year have increased and when looking ahead for 2020, property tax revenues are expected to be higher than fiscal year 2019 due to rising property tax values. The increase is expected to slow, however, due to the economic import of COVID-19.

Tuition and Fees: The total amount is $35,939,252 (column 3) compared to $35,703,453 (column 4) in the General Fund as of the end of the same quarter last year. Enrollment for fall 2019 and winter 2020 were slightly better than the budgeted decline and registered credit hours are compared to fall and winter enrollment last fiscal year.

Auxiliary Activities: The total amount is $3,554,373 (column 3) compared to $4,572,538 (column 4) in the Auxiliary Fund as of the end of the same quarter last year. Lower enrollment and cost saving strategies for our students have resulted in decreased sales revenue in the bookstores.

Expenditures:

The College recorded total expenditures in the General Fund of $86,626,094 (column 3) compared to $81,212,849 (column 4) as of the end of the same quarter last year. In the Designated Funds, the College recorded total expenditures of $2,950,851 (column 3) compared to $2,934,247 (column 4) as of the end of the same quarter last year. In the Auxiliary Funds, the College recorded total expenditures of $3,608,289 (column 3) compared to $4,462,314 (column 4) as of the end of the same quarter last year.

Employee Salaries and Wages: The amount is $47,291,054 (column 3) compared to $45,984,328 (column 4) as of the end of the same quarter last year in the General Fund. This is an increase due to step movement in union positions and the filling of vacant positions. There remains vacant budgeted positions that have not been filled as well as delays in filling open positions which generate some savings in both salaries and full-time benefits. It is anticipated there will be less vacant positions in fiscal year 2020, which means the savings from vacant budgeted positions is not projected to be as high as it was for fiscal year 2018 and 2019.

Benefits: The amount is 21,220,054 (column 3) compared to $19,544,367 (column 4) as of the end of the same quarter last year in the General Fund. The increase in benefit cost is directly related to the increase in salaries and wages.

Other Operating Expenses: In the General Fund and Designated Fund, other operating expenses are higher than the same quarter last year. For the General Fund these increases are due to the purchases of software, hardware maintenance, and other expenses. These operating expenses are expected to trend below budget through year end. In the Auxiliary Fund the amount is $2,622,832 (column 3) compared to $3,247,694 (column 4) as of the end of the same quarter last year. This decrease is a result of reduced sales in the campus bookstores.

SUMMARY:

Revenue from property taxes, investment income and tuition/fees have increased in fiscal year 2020. While enrollment has stabilized, the College continues to address enrollment issues with increased marketing, additional recruitment efforts and increased academic offerings. In addition, for fiscal year 2020, the College continues to take cost-cutting measures to reduce expenditures across all funds and in all categories, offsetting any losses in tuition and fee revenue. Administration will continue to monitor all revenue and expenses in the last quarter of the fiscal year especially as it relates to the impact of COVID-19.

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GENERAL FUND BUDGET STATUS REPORT
For the Quarter Ended March 31, 2020

(1)	(2) TOTAL REVENUES BUDGET		(3) REVENUES YTD		(4) PRIOR YTD REVENUES		(5) YTD PERCENT OF REVENUES RECOGNIZED
REVENUES:							
Property Taxes	$	88,890,000	$	87,754,080	$	83,874,593	98.72%
State Appropriations		24,093,000		14,024,919		13,562,280	58.21%
Tuition & Fees		37,473,367		35,939,252		35,703,453	95.91%
Investment Income		4,900,000		6,620,166		4,069,123	135.11%
Miscellaneous Revenue		1,104,840		1,054,470		359,439	95.44%
Unrealized Gain/(Loss) on Investments		-		17,381		-	0.00%
TOTAL REVENUES	**$**	**156,461,207**	**$**	**145,410,268**	**$**	**137,568,888**	**92.94%**

	TOTAL EXPENSES BUDGET		EXPENSES YTD		PRIOR YTD EXPENSES		YTD PERCENT OF EXPENSES INCURRED
EXPENDITURES:							
Employee Salaries and Wages	$	71,240,210	$	47,291,054	$	45,984,328	66.38%
Fringe Benefits		33,435,520		21,220,054		19,544,367	63.47%
Contracted Temporary Personnel		2,843,844		1,497,170		1,371,343	52.65%
Utilities		4,237,512		2,385,934		2,448,281	56.31%
Other Operating Expenses		25,206,127		14,231,882		11,864,530	56.46%
TOTAL EXPENDITURES	**$**	**136,963,213**	**$**	**86,626,094**	**$**	**81,212,849**	**63.25%**

TRANSFERS:							
Transfer (to) from General Fund	$	-	$	-	$	(353,514)	0.00%
Transfer (to) from Loan Fund		-		-		-	0.00%
Transfer (to) from Auxiliary Fund		-		1,621,228		-	0.00%
Transfer (to) from Endowment/Restricted		(600,000)		-		-	0.00%
Transfer (to) from Plant Fund		(15,000,000)		-		-	0.00%
All Other Transfers		(2,719,078)		-		-	0.00%
TOTAL TRANSFERS	**$**	**(18,319,078)**	**$**	**1,621,228**	**$**	**(353,514)**	**-8.85%**

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DESIGNATED FUND BUDGET STATUS REPORT
For the Quarter Ended March 31, 2020

(1)	(2) TOTAL REVENUES BUDGET	(3) REVENUES YTD	(4) PRIOR YTD REVENUES	(5) YTD PERCENT OF REVENUES RECOGNIZED
REVENUES:				
Property Taxes	$ -	$ -	$ -	0.00%
State Appropriations	-	-	-	0.00%
Tuition & Fees	3,580,994	1,734,074	1,690,790	48.42%
Investment Income	-	-	-	0.00%
Miscellaneous Revenue	324,775	279,794	232,508	86.15%
Unrealized Gain/(Loss) on Investments	-	-	-	0.00%
TOTAL REVENUES	**$ 3,905,769**	**$ 2,013,868**	**$ 1,923,298**	**51.56%**

	TOTAL EXPENSES BUDGET	EXPENSES YTD	PRIOR YTD EXPENSES	YTD PERCENT OF EXPENSES INCURRED
EXPENDITURES:				
Employee Salaries and Wages	$ 2,240,670	$ 1,419,034	$ 1,376,281	63.33%
Fringe Benefits	1,084,986	535,541	512,356	49.36%
Contracted Temporary Personnel	1,666,316	547,420	469,111	32.85%
Utilities	-	-	-	0.00%
Other Operating Expenses	1,632,875	448,856	576,499	27.49%
TOTAL EXPENDITURES	**$ 6,624,847**	**$ 2,950,851**	**$ 2,934,247**	**44.54%**

TRANSFERS:				
Transfer (to) from General Fund	$ 2,719,078	$ -	$ 353,514	0.00%
Transfer (to) from Loan Fund	-	-	-	0.00%
Transfer (to) from Auxiliary Fund	-	-	-	0.00%
Transfer (to) from Endowment/Restricted	-	-	-	0.00%
Transfer (to) from Plant Fund	-	-	-	0.00%
All Other Transfers	-	-	-	0.00%
TOTAL TRANSFERS	**$ 2,719,078**	**$ -**	**$ 353,514**	**0.00%**

OAKLAND COMMUNITY COLLEGE®
Excellence *Empowered.*®

AUXILIARY FUND BUDGET STATUS REPORT
For the Quarter Ended March 31, 2020

(1)	(2) TOTAL REVENUES BUDGET	(3) REVENUES YTD	(4) PRIOR YTD REVENUES	(5) YTD PERCENT OF REVENUES RECOGNIZED
REVENUES:				
Property Taxes	$ -	$ -	$ -	0.00%
State Appropriations	-	-	-	0.00%
Tuition & Fees	-	-	-	0.00%
Auxiliary Activities	5,602,825	3,554,373	4,572,538	63.44%
Investment Income	-	-	-	0.00%
Miscellaneous Revenue	4,400	13,482	38,650	306.40%
Unrealized Gain/(Loss) on Investments	-	-	-	0.00%
TOTAL REVENUES	**$ 5,607,225**	**$ 3,567,855**	**$ 4,611,188**	**63.63%**

	TOTAL EXPENSES BUDGET	EXPENSES YTD	PRIOR YTD EXPENSES	YTD PERCENT OF EXPENSES INCURRED
EXPENDITURES:				
Employee Salaries and Wages	$ 904,475	$ 657,171	$ 807,210	72.66%
Fringe Benefits	448,014	309,689	380,158	69.12%
Contracted Temporary Personnel	53,500	18,597	27,252	34.76%
Utilities	-	-	-	0.00%
Other Operating Expenses	4,262,900	2,622,832	3,247,694	61.53%
TOTAL EXPENDITURES	**$ 5,668,889**	**$ 3,608,289**	**$ 4,462,314**	**63.65%**
TRANSFERS:				
Transfer (to) from General Fund	$ -	$ (1,621,228)	$ -	0.00%
Transfer (to) from Loan Fund	-	-	-	0.00%
Transfer (to) from Auxiliary Fund	-	-	-	0.00%
Transfer (to) from Endowment/Restricted	-	-	-	0.00%
Transfer (to) from Plant Fund	-	-	-	0.00%
All Other Transfers	-	-	-	0.00%
TOTAL TRANSFERS	**$ -**	**$ (1,621,228)**	**$ -**	**0.00%**

INFORMATION

Board Agenda Item 8.2
May 19, 2020

COLLEGE FACILITIES QUARTERLY REPORT
For the Quarter Ending March 31, 2020

2020 RENOVATION / MAJOR MAINTENANCE PROGRAM

Project Name	Location	Initial Budget	Adjustments + / -	Adjusted Budget	Status	Committed Cost	Balance
Building A Study	AH	$283,949.85	$0.00	$283,949.85	1		$283,949.85
HVAC Replacement, Mtec	AH	$1,494,190.99	$0.00	$1,494,190.99	1		$1,494,190.99
Temporary Welding/Auto Lab Renovation	AH	$132,866.00	$0.00	$132,866.00	1	$17,380.66	$115,485.34
Ceramic Study / Renovation, Bldg. E	AH	$297,681.51	$0.00	$297,681.51	1	$3,285.55	$294,395.96
Bldg. G IT Generator Replacement	AH	$137,532.72	$0.00	$137,532.72	1	$16,657.91	$120,874.81
Bldg. A Equipment Relocations	AH	$10,000.00	-$10,000.00	$0.00	1		$0.00
Access Control	CW	$500,000.00	$0.00	$500,000.00	1	$15,345.60	$484,654.40
Parking Lot Fixture Upgrade	CW	$190,000.00	-$190,000.00	$0.00	1		$0.00
CCTV Enhancements	CW	$500,000.00	-$65,000.00	$435,000.00	1		$435,000.00
Roof Upgrades	CW	$1,000,000.00	-$90,000.00	$910,000.00	1		$910,000.00
Paving, Catch Basins & Sidewalk	CW	$1,000,000.00	-$730,000.00	$270,000.00	1		$270,000.00
Carpet/Flooring Replacement	CW	$200,000.00	-$125,000.00	$75,000.00	1		$75,000.00
Eyewash Stations/Ventilation	CW	$100,000.00	-$65,000.00	$35,000.00	1	$3,625.00	$31,375.00
Site Work & Small Projects	DO	$100,000.00	$0.00	$100,000.00	1		$100,000.00
Site Work & Small Projects	HL	$150,000.00	-$150,000.00	$0.00	1		$0.00
Exterior Lighting Upgrades, Site Wide	OR	$135,000.00	$0.00	$135,000.00	1		$135,000.00
Smith Theatre Lighting Upgrade	OR	$95,319.14	$0.00	$95,319.14	1	$6,065.33	$89,253.81
Site Work & Small Projects	OR	$150,000.00	-$150,000.00	$0.00	1		$0.00
Elevator Restoration - J Bldg.	OR	$300,000.00	$0.00	$300,000.00	1	$13,329.53	$286,670.47
HVAC Repair (HV1E), Bldg. A	RO	$245,075.00	$0.00	$245,075.00	1	$3,256.00	$241,819.00
Hot/Cold Water Circulation Upgrade, Site Wide	RO	$150,000.00	$0.00	$150,000.00	1		$150,000.00
Site Work & Small Project	RO	$150,000.00	-$20,000.00	$130,000.00	1		$130,000.00
Culinary Program Development	RO	$500,000.00	$0.00	$500,000.00	1	$73,211.00	$426,789.00
New Powerhouse	RO	$10,000,000.00	$0.00	$10,000,000.00	1		$10,000,000.00
Market Place & Bkstr Study	RO	$0.00	$35,000.00	$35,000.00	1	$3,618.46	$31,381.54
Public Safety Remodel, Bldg. A	SF	$88,993.63	$0.00	$88,993.63	1	$1,588.00	$87,405.63
Fire Alarm Upgrade, Site Wide	SF	$64,500.00	$0.00	$64,500.00	1	$4,400.00	$60,100.00
HVAC Control System Upgrade - Library	SF	$87,000.00	-$87,000.00	$0.00	1		$0.00
Exterior Lighting Upgrade, Bldg. A	SF	$8,656.00	$0.00	$8,656.00	1		$8,656.00
Variable Frequency Drive Upgrade, Bldg. A	SF	$15,200.00	$87,000.00	$102,200.00	1	$3,168.00	$99,032.00
Site Work & Small Projects	SF	$50,000.00	$0.00	$50,000.00	1		$50,000.00
Bldg. M West Lobby Reconfiguration	OR	$0.00	$100,000.00	$100,000.00	1		$100,000.00
Hallway Floor Replacement, Bldg. J	AH	$70,000.00	$0.00	$70,000.00	2	$15,642.55	$54,357.45
MTEC Parking Lot Replacement	AH	$0.00	$70,000.00	$70,000.00	2	$36,490.00	$33,510.00
Parking Lot Camera Installations	AH	$0.00	$15,000.00	$15,000.00	2		$15,000.00
Erosion & Drainage Improvements, Woodland Hall	HL	$40,631.93	$0.00	$40,631.93	2		$40,631.93
Lighting Replacements, Site Wide	HL	$96,553.00	$430,000.00	$526,553.00	2	$30,046.03	$496,506.97
Burner Assembly Replacement, Central Plant	HL	$129,000.00	$0.00	$129,000.00	2		$129,000.00
Entry Door Replacements & Hardware Upgrades, Site Wide	HL	$89,218.31	$50,000.00	$139,218.31	2	$3,766.24	$135,452.07
Plumbing Fixture Replacement, High Oak Hall	HL	$5,634.00	$0.00	$5,634.00	2		$5,634.00
Stair Safety Upgrades, High Oak Hall	HL	$8,382.31	$50,000.00	$58,382.31	2	$3,109.98	$55,272.33
Parking Lot Fixture Upgrade	HL	$10,000.00	$0.00	$10,000.00	2	$5,127.20	$4,872.80
Signage Upgrade, Site Wide	OR	$1,000,000.00	$0.00	$1,000,000.00	2	$70,939.54	$929,060.46
Tunnel Site Drainage	OR	$193,660.00	$0.00	$193,660.00	2	$17,157.90	$176,502.10
Bldgs F-J Concrete Ramp Restoration	OR	$0.00	$30,000.00	$30,000.00	2	$15,661.24	$14,338.76
Bldg. C Roof Replacement	RO	$0.00	$20,000.00	$20,000.00	2	$4,038.40	$15,961.60
Site Concrete Restorations	AH	$0.00	$70,000.00	$70,000.00	2		$70,000.00
Bldg. T Office Modification	AH	$0.00	$10,000.00	$10,000.00	2		$10,000.00
Bldg. A Water Main Repair	AH	$0.00	$50,000.00	$50,000.00	2		$50,000.00
Bldg. P Chiller Monitoring Replacements	AH	$0.00	$10,000.00	$10,000.00	2		$10,000.00
Bldg. J Door Replacement	OR	$0.00	$20,000.00	$20,000.00	2		$20,000.00
Bookstore Renovation, Bldg. G	AH	$50,000.00	$0.00	$50,000.00	3		$50,000.00
Bldg. F Carpet Replacement	AH	$0.00	$125,000.00	$125,000.00	3		$125,000.00
Levinson Hall Piping Replacement	HL	$0.00	$30,000.00	$30,000.00	3		$30,000.00
Bldg. N Garage Door Modifications	OR	$0.00	$11,245.00	$11,245.00	3	$11,245.00	$0.00
Parking Lot Improvements	SF	$14,892.92	$450,000.00	$464,892.92	3	$165,035.62	$299,857.30
Bldg. A Collision Lab Flooring Upgrade	AH	$0.00	$40,000.00	$40,000.00	3		$40,000.00
Bldg. C Programming	AH	$35,000,000.00	$0.00	$35,000,000.00	4	$2,162,578.50	$32,837,421.50

2020 RENOVATION / MAJOR MAINTENANCE PROGRAM

Project Name	Location	Initial Budget	Adjustments + / -	Adjusted Budget	Status	Committed Cost	Balance
Office Reconfiguration, Bldg. B	AH	$113,494.99	$20,000.00	$133,494.99	4	$78,729.97	$54,765.02
Bldgs. HJK Heating Line Replacements	AH	$0.00	$725,000.00	$725,000.00	4		$725,000.00
Catch Basin Restorations	CW	$0.00	$120,000.00	$120,000.00	4	$84,243.14	$35,756.86
Roofing Maintenance Program	CW	$0.00	$90,000.00	$90,000.00	4	$63,047.96	$26,952.04
Concrete Repairs	CW	$0.00	$90,000.00	$90,000.00	4	$73,716.33	$16,283.67
Woodland Hall Counseling Renovation	HL	$52,879.60	$45,000.00	$97,879.60	4	$76,013.69	$21,865.91
Power House Study	OR	$5,103,411.86	$0.00	$5,103,411.86	4	$2,000,398.02	$3,103,013.84
Electrical Distribution Upgrade, Site Wide	OR	$950,000.00	$0.00	$950,000.00	4	$602,986.07	$347,013.93
Parking Lot Access Gate Replacements	OR	$0.00	$10,000.00	$10,000.00	4		$10,000.00
Bldg. L Equipment Removal	OR	$0.00	$130,000.00	$130,000.00	4	$58,757.39	$71,242.61
Bldg. J Freezer Restoration	OR	$0.00	$14,000.00	$14,000.00	4	$10,962.06	$3,037.94
Bldg. F IT Closet Cooling System Replacement	OR	$0.00	$3,137.10	$3,137.10	4	$3,137.10	$0.00
Oakland Drive Drainage Modifications	OR	$0.00	$12,000.00	$12,000.00	4		$12,000.00
Site work & Small Projects	SF	$196,392.23	$0.00	$196,392.23	4	$146,409.68	$49,982.55
Cooling Tower Pump Restorations	OR	$0.00	$84,617.90	$84,617.90	4		$84,617.90
Bldgs. HJK Heating Hot Water Piping Restoration	AH	$6,033.50	$0.00	$6,033.50	5	$6,033.50	$0.00
Insurance Claims	AH	$114,342.64	-$50,000.00	$64,342.64	5		$64,342.64
Safety Equipment	CW	$0.00	$15,000.00	$15,000.00	5	$4,367.00	$10,633.00
Install VFD's for Cooling Tower Fans, Site Wide	HL	$125,781.00	$0.00	$125,781.00	5		$125,781.00
HL Marketplace	HL	$104,526.13	$0.00	$104,526.13	5	$86,761.89	$17,764.24
Bldg. J Culinary Domestic Hot Water System Upgrade	OR	$20,000.00	$0.00	$20,000.00	5	$3,719.27	$16,280.73
Coil Replacements	OR	$60,000.00	$10,000.00	$70,000.00	5	$55,189.97	$14,810.03
Insurance Bldg. L Flood Restoration	OR	$50,000.00	$0.00	$50,000.00	5	$10,975.00	$39,025.00
Public Safety Remodel, Bldg. B	RO	$19,657.78	$0.00	$19,657.78	6	$1,372.00	$18,285.78
Parking Structure Restoration, North	RO	$462,405.86	$0.00	$462,405.86	6	$2,558.61	$459,847.25
Construction Mgmt Core Staff	CW	$400,000.00	$0.00	$400,000.00		$204,870.24	$195,129.76
Academic Enhancements	CW	$1,000,000.00	-$415,000.00	$585,000.00			$585,000.00
Emerging Needs / Contingency / Emergency Repair	CW	$1,000,000.00	-$925,000.00	$75,000.00			$75,000.00
Grand Total		**$64,622,862.90**	**$0.00**	**$64,622,862.90**		**$6,280,018.13**	**$58,342,844.77**

1 = Programming   2 = Design   3 = Bid   4 = Construction   5 = Completed   6 = Postponed

INFORMATION

Board Agenda Item 8.3
May 19, 2020

INFORMATION TECHNOLOGY QUARTERLY REPORT
January 1 to March 31, 2020

IT PROJECTS

Quarterly Status Report as of March 31, 2020

Select a Quarter End Date to view the Report: March 31, 2020 ▼

Description	Location	Status	Progress	2019-20 Budget $	2019-20 Committed Costs	2019-20 Balance	Multi-year Project
Campus Server Replacement	CW	Implementation		$100,000	$98,208	$1,792	1
Chatbot	CW	Implementation		$50,000	$45,600	$4,400	1
College Data Backup Solution	CW	Complete		$300,000	$350,000	($50,000)	1
Communication and Collaboration tools	CW	Implementation		$150,000	$150,000	$0	1
Dark Fiber Optics	CW	Complete		$0	$0	$0	5
Data Center Servers and Storage	CW	Complete		$0	$0	$0	5
DO UPS Replacement	DO	Not Started		$50,000	$0	$50,000	1
E Doc and E Workflows	CW	Implementation		$160,000	$138,250	$21,750	1
Firewall replacement	CW	Implementation		$1,500,000	$1,561,796	($61,796)	1
Replace Colleague Server Hardware	AH	Deferred		$150,000	$0	$150,000	1
Text Aggregator	CW	Implementation		$50,000	$12,051	$37,949	1
UPS Replacement for campus Closets	CW	Not Started		$120,000	$0	$120,000	1
VDI	CW	Implementation		$1,000,000	$1,000,000	$0	5
Totals				**$3,630,000**	**$3,355,905**	**$274,095**	

Campus Server Replacement
This refers to servers and disk storage installed on our campuses used to manage printer queues, host campus specific software applications, and deploy computer images. The existing servers are past their useful lives and need to be replaced.

Chatbot
This refers to Artificial Intelligence (AI) software used to improve/streamline our student' interactions. The Chatbot offers students self-service answers via chat using various channels: OCC web page, social media, text, email reducing call transfers; expanding availability to 24x7x365; and to help off-load traffic during business hours allowing our front line staff to handle more complex student questions and issues.

College Data Backup Solution
This refers to the software and storage devices that are used to make daily backups of the College's digital data. In the event of a hardware failure or accidental deletion, this solution can restores the lost data.

Communication and Collaboration tools
This is a project to implement the Microsoft Office 365 suite for use by employees to improve college-wide efficiency, effectiveness, and collaboration. In addition, this same software suite will be used to replace our aging Infomart intranet.

Dark Fiber Optics
This refers to the electronic components that are attached to a fiber optic cable to enable it to transmit and receive information: voice and data. Before the electronics are installed, the cable is known as 'dark fiber' because it has no light passing through it and therefore cannot transmit data.

Data Centers Servers and Storage (SAN)
This refers to computers (Servers) and disk storage installed in our data centers to process and house the software applications and databases of the college. Note: a SAN is a Storage Area Network.

DO UPS Replacement
This refers to the Uninterruptable Power Supply (UPS) that supports the DO IT closet to ensure that the servers, telephony and networking equipment remain functional in the event of a power outage. The existing UPS equipment has passed its useful life and needs to be replaced.

eDoc and eWorkflow (electronic document and electronic workflow**)**
This project refers to the expansion of our document imaging solution to all departments throughout the college in an attempt to eliminate all paper documents and move to a 'paper-free' workplace. This project provides a 'greener', more efficient, more effective college.

Firewall Replacement
This refers to the specialized security equipment that filters, monitors and blocks cybersecurity threats from the Internet.   Firewalls create a gateway barrier that limits what traffic can enter the college from the Internet.

Replace Colleague Server Hardware
This refers to computers (Servers) and disk storage installed in our data centers to process and house the Colleague software application (Student Information System).

Text Aggregator
This refers to the purchase of text message capacity for the college to use to communicate with our students. Text messaging will be added as a channel to a variety of departments who provide student services including Counseling, Admissions, ASC, Registrar, etc.

UPS Replacement for Campus Closets
This refers to the Uninterruptable Power Supply (UPS) that supports the IT closets at each campus to ensure that the servers, telephony and networking equipment remain functional in the event of a power outage. The existing UPS equipment has passed its useful life and needs to be replaced.

VDI (Virtual Desktop Infrastructure)
VDI is a virtualization technology that hosts a desktop (PC) operating system and/or software on a centralized server in a data center. VDI provides easier access to academic software for students by publishing the software to the device where they log in while allowing better asset utilization for the college by reducing the need for discipline-specific classrooms and labs.

OCC FOUNDATION REPORT
QUARTERLY PROGRESS TOWARD CALENDAR-YEAR GOALS
January 1 to March 31, 2020

The mission of the OCC Foundation is to obtain and allocate financial support to advance the mission and goals of Oakland Community College. The Foundation sets and tracks its goals on a *calendar-year basis* to correspond to the thinking and behavior of the typical donor.

Highlights

During the first quarter of the 2020 calendar year, the Foundation raised $65,881.42 from 159 donors toward its goal of $578,500, a 10.2% increase over the first quarter of 2019.

In response to the passing of OCC Founding Father George Mosher on January 7, 2020, the Foundation assisted the family with special tributes and memorials. Per Mr. Mosher's wishes, his friends and family celebrated his life with contributions to the Doris & George Mosher Endowed Scholarship. A memorial giving page will remain active through the year at https://www.oaklandcc.edu/foundation/mosher-tribute.aspx.

With the cancellation of the 28th Annual Scholarship Luncheon due to restrictions on events, the Foundation transformed the event program into a commemorative booklet, including comments from a current and former scholarship recipient and recognition of all sponsors and recipients. Our recipients, major donors, legacy society members, and scholarship sponsors each received the booklet via email.

New scholarships funded in this quarter include the Dr. Pamela Jackson Family Endowed Scholarship, created by Trustee Jackson to support students in financial need, and the Dr. Rosalind Reaves Southfield/Oak Park Academic Recognition (SOAR) Endowed Scholarship. The SOAR Scholarship, the third by faculty member Dr. Reaves, helps gradutes of Oak Park and Southfield high schools.

Institutional Effectiveness and the deans, chairs, faculty and counselors helped identify students without internet access and/or a computer at home following the shift to remote instruction. The Foundation provided all students lacking home internet with information on free resources, and provided a device through the Student Success Fund or referral to other resources to all students lacking a computer at home.

OCC FOUNDATION REPORT
QUARTERLY PROGRESS TOWARD CALENDAR-YEAR GOALS
January 1 to March 31, 2020

The mission of the OCC Foundation is to obtain and allocate financial support to advance the mission and goals of Oakland Community College. The Foundation sets and tracks its goals on a *calendar-year basis* to correspond to the thinking and behavior of the typical donor. Fiscal year results are provided here as well.

	CY2019 Actual		CY2020 Goals		CY2020 Actual td		% of Goal	
	Count	Amount	Count	Amount	Count	Amount	Count	Amount
Total	461	$499,197	476	$578,500	159	$65,881	33.4%	11.4%
Giving Level								
$100,000 and up	0	$0	1	$100,000	0	$0	0.0%	0.0%
$10,000 and up	12	190,521	11	140,000	2	20,000	18.2%	14.3%
$1,000 to $9,999	113	249,973	118	280,000	12	24,255	10.2%	8.7%
Under $1,000	336	58,704	346	58,500	145	21,626	41.9%	37.0%
Retention Status								
Acquired	135	$75,065	138	$89,000	44	$8,543	31.9%	9.6%
Recovered	60	60,830	67	57,000	29	27,540	43.3%	48.3%
Retained	266	363,302	271	432,500	86	29,799	31.7%	6.9%
Retained from Prior Year	57.6%	67.6%	58.8%	86.6%	18.7%	6.0%	31.7%	6.9%

	FY2015-16		FY2016-17		FY2017-18	
	Count	Amount	Count	Amount	Count	Amount
Giving Level						
$1,000 and up	79	$294,430	74	$285,064	89	$395,989
Under $1,000	260	55,135	309	54,622	284	51,542
Total	**339**	**$349,565**	**383**	**$339,686**	**373**	**$447,531**
Retention Status						
Acquired	64	$39,946	120	$29,882	97	$95,061
Recovered	55	55,341	68	65,201	97	60,927
Retained	220	254,278	195	244,603	179	291,543
Total	**339**	**$349,565**	**383**	**$339,686**	**373**	**$447,531**
Retained from Prior Year	50.6%	72.2%	57.5%	70.0%	46.7%	85.8%