



# **MALASPINA UNIVERSITY-COLLEGE**

## **2003/2004 CONSOLIDATED BUDGET**

**MALASPINA UNIVERSITY-COLLEGE  
2003/2004 CONSOLIDATED BUDGET**

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## **MALASPINA UNIVERSITY-COLLEGE 2003/2004 CONSOLIDATED BUDGET**

### **HIGHLIGHTS**

- The Consolidated Budget exceeds \$80 million for the first time, reflecting the continued growth of Malaspina University-College from a budget of \$41 million in 1991, \$20 million in 1981, and \$0.6 million in the opening year of 1969.
- The Planning Assumptions, which underpin the development of the budget, identified a projected shortfall of \$2.7 million. That shortfall has now been eliminated in the finalized Consolidated Budget.
- The main contributors to the projected shortfall were inflation \$1.6 million, investment in programs and services in excess of provincial funding \$0.7 million, and provision for debt servicing \$0.4 million.
- The Action Plan to address the projected shortfall was largely constructed around an increase to tuition fees.
- The projected Provincial Funding shows a modest net increase of 1.5% compared to the most recent years of 3.9%, 13.8%, and 10.6%. However, the net increase reflects an actual increase of 3.0% and an offsetting reduction of 1.5%.
- Other revenue in the Operating Fund includes \$240,000 accumulated surplus carried over from 2002/03. The 2002/03 budget included \$500,000 accumulated surplus from the previous year.
- The increase in the Instructional budget, at just under \$2 million, is attributable to inflation on salaries and benefits, incremental progression, and increases to programs and sections through provincial funding, self-funding, and an enhanced contribution from International Education.
- Increases to instructional programs and sections are expected to increase access to approximately 475 student FTEs.
- Holding Accounts, detailed on page 7, include targeted funds, which have not yet been allocated to faculties and departments. Similarly, the Non-Recurring Budget Summary and the Operating Capital Budget, detailed on pages 10 and 11 respectively, include a combination of allocations to faculties and departments and centrally held reserves.
- The Non-Recurring Budget is barely 50% of the level in 2002/03 due to the absence of some extraordinary balance sheet adjustments.
- The Operating Capital Budget, although showing an increase of 35% over last year, actually contains less in discretionary funds to allocate to faculties and departments.
- The projected returns to the institution from the Contract Services Fund and Ancillary Services Fund are maintained at the 2002/03 level of \$1.2 million. This amount is considered reasonable, even in volatile international and domestic markets and is over and above the third year of contribution to the self-funded Centre for International Education building project and a contribution to the mainly self-funded Library building project.

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**SUMMARY**

	<b><u>2003/2004</u></b> <b><u>Budget</u></b>	<b><u>2002/2003</u></b> <b><u>Revised</u></b> <b><u>Budget</u></b>	<b><u>Favourable/</u></b> <b><u>(Unfavourable)</u></b> <b><u>Change</u></b>	<b><u>%</u></b>
<b>Table 1</b>				
Operating Fund Revenue	\$ 59,211,623	\$ 54,965,989	\$4,245,634	7.7
Operating Fund Expenditure	<u>60,475,382</u>	<u>56,239,748</u>	<u>(4,235,634)</u>	<u>(7.5)</u>
	<u>\$ (1,263,759)</u>	<u>\$ (1,273,759)</u>	<u>\$ 10,000</u>	<u>0.8</u>
<b>Table 2</b>				
Contract Services Fund Revenue	\$ 16,395,000	\$ 16,395,000	\$ 0	0.0
Contract Services Fund Expenditure	<u>15,349,885</u>	<u>15,339,885</u>	<u>(10,000)</u>	<u>0.0</u>
Contract Services Fund Return	<u>\$ 1,045,115</u>	<u>\$ 1,055,115</u>	<u>\$ (10,000)</u>	<u>1.0</u>
<b>Table 3</b>				
Ancillary Services Fund Revenue	\$ 4,720,459	\$ 4,720,459	\$ 0	0.0
Ancillary Services Fund Expenditure	<u>4,501,815</u>	<u>4,501,815</u>	<u>\$ 0</u>	<u>0.0</u>
Ancillary Services Fund Return	<u>\$ 218,644</u>	<u>\$ 218,644</u>	<u>\$ 0</u>	<u>0.0</u>
<b>Total Consolidated Budget</b>				
Revenue	\$ 80,327,082	\$ 76,081,448	\$4,245,634	5.6
Expenditure	<u>80,327,082</u>	<u>76,081,448</u>	<u>(4,245,634)</u>	<u>(5.6)</u>
	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>N/A</u>

**MALASPINA UNIVERSITY-COLLEGE  
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**TABLE 1 OPERATING FUND**

**Revenue**

	<b><u>2003/2004 Budget</u></b>	<b><u>2002/2003 Budget</u></b>	<b><u>Favourable/ (Unfavourable) Change</u></b>	<b><u>%</u></b>
Provincial Funding	\$ 44,007,886	\$ 43,355,571	\$ 652,315	1.5
Tuition and Other Fees	13,241,904	9,585,612	3,656,292	38.1
Other Revenue	<u>1,961,833</u>	<u>2,024,806</u>	<u>(62,973)</u>	<u>(3.1)</u>
	<u>\$ 59,211,623</u>	<u>\$ 54,965,989</u>	<u>\$ 4,245,634</u>	<u>7.7</u>

**Expenditure**

	<b><u>2003/2004 Budget</u></b>	<b><u>2002/2003 Budget</u></b>	<b><u>Favourable/ (Unfavourable) Change</u></b>	<b><u>%</u></b>
Instruction	\$ 33,042,707	\$ 31,066,172	\$ (1,976,535)	(6.4)
Instruction and Student Services	11,015,252	10,860,944	(154,308)	(1.4)
Instructional Administration	3,461,981	3,549,346	87,365	2.5
General Services	9,315,290	9,382,499	67,209	0.7
Board and Senior Administration	1,770,901	1,380,787	(390,114)	(28.3)
Holding Accounts	<u>1,869,251</u>	<u>0</u>	<u>(1,869,251)</u>	<u>N/A</u>
	<u>\$ 60,475,382</u>	<u>\$ 56,239,748</u>	<u>\$ (4,235,634)</u>	<u>(7.5)</u>

**MALASPINA UNIVERSITY-COLLEGE  
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**NOTES TO TABLE 1 - OPERATING FUND REVENUE**

**Provincial Funding - increase (decrease) is represented by:**

**Additions:**

• New Era FTE Funding	\$ 1,226,510
• Industry Training	49,557
• Non -Recurring Funding Adjustment	(134,203)
• Part-time Vocational Funding Eliminated	(659,688)
• Increase in Prior Year's Non-Recurring Funding Carryover	<u>170,139</u>
	<u>\$ 652,315</u>

**Tuition and Other Fees – increase (decrease) is represented by:**

• Credit Tuition	\$ 3,457,650
• Cost Recovery Programs	<u>198,642</u>
	<u>\$ 3,656,292</u>

**MALASPINA UNIVERSITY-COLLEGE  
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**NOTES TO TABLE 1 - OPERATING FUND EXPENDITURE**

**Instruction – (increase) decrease is represented by:**

• Health and Human Services	\$ (851,842)
• Science and Technology	(331,932)
• Arts and First Nations Studies	(253,839)
• Social Sciences and Management	(127,602)
• Education	(130,062)
• Trades and Applied Technology	(149,252)
• BC Campus (on-line FTEs)	(133,280)
• Developmental Education and PE	(42,121)
• Regional Campuses/Centre	(101,244)
• Other	(5,361)
• CE Transitional Funding	<u>150,000</u>
	<u>\$ (1,976,535)</u>

**Instruction and Student Services – (increase) decrease is represented by:**

• Student Services	\$ (388,465)
• Registration	(62,821)
• Research Support, Professional Development and Faculty Recruitment	153,766
• Library and Information Technology	<u>143,212</u>
	<u>\$ (154,308)</u>

**Instructional Administration – (increase) decrease is represented by:**

• Trades and Applied Technology	\$ 57,328
• Arts and First Nations Studies	26,628
• Other	<u>3,409</u>
	<u>\$ 87,365</u>

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**NOTES TO TABLE 1 - OPERATING FUND EXPENDITURE - *continued***

**General Services – (increase) decrease is represented by:**

• Resignations and Labour Adjustments	\$ 445,836
• Human Resources and Occupational Health	120,661
• Information Systems	(110,203)
• Facilities Services & Campus Development	(332,676)
• Development and Alumni	(70,000)
• Other	<u>13,591</u>
	<u>\$ 67,209</u>

**Board and Senior Administration:**

• Capital Campaign	\$ 400,000
• Other	<u>9,886</u>
	<u>\$ 409,886</u>

**Holding Accounts Consist of:**

• Operating Capital Not Yet Distributed	\$ 614,280
• Unallocated Non-recurring Funds	27,315
• Provision for Debt Repayment	400,000
• Service Enhancements Reserve	334,488
• One-Time Ministry Grant	129,000
• Instructional Enhancements Reserve	64,168
• Fringe Benefits Reserve	<u>300,000</u>
	<u>\$ 1,869,251</u>



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**TABLE 2 CONTRACT SERVICES FUND**

<b><u>2003/2004 Budgeted Revenue</u></b>	<b><u>2002/2003 Actual Revenue</u></b>	<b><u>Favourable/ (Unfavourable) Change</u></b>	<b><u>2003/2004 Budgeted Returns to Univ.-College</u></b>	<b><u>2002/2003 Budgeted Returns to Univ.-College</u></b>	<b><u>Favourable/ (Unfavourable) Change</u></b>
<u>\$ 16,395,000</u>	<u>\$ 16,395,000</u>	<u>\$ 0</u>	<u>\$ 1,045,115</u>	<u>\$ 1,055,115</u>	<u>\$ (10,000)</u>

**TABLE 3 ANCILLARY SERVICES FUND**

<b><u>2003/2004 Budgeted Sales</u></b>	<b><u>2002/2003 Actual Sales</u></b>	<b><u>Favourable/ (Unfavourable) Change</u></b>	<b><u>2003/2004 Budgeted Returns to Univ.-College</u></b>	<b><u>2002/2003 Budgeted Returns to Univ.-College</u></b>	<b><u>Favourable/ (Unfavourable) Change</u></b>
<u>\$ 4,720,459</u>	<u>\$ 4,720,459</u>	<u>\$ 0</u>	<u>\$ 218,644</u>	<u>\$ 218,644</u>	<u>\$ 0</u>

**MALASPINA UNIVERSITY-COLLEGE  
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**HUMAN RESOURCES PLAN**

	<b>2003/2004</b>	<b>2002/2003</b>	<b>Increase/ (Decrease)</b>
	<b><u>FTEs</u></b>	<b><u>FTEs</u></b>	<b><u>FTEs</u></b>
<b>Regular Employees:</b>			
Administration	46.54	52.80	(6.26)
BCGEU	90.74	84.15	6.59
CUPE	149.96	145.23	4.73
MFA	<u>291.84</u>	<u>277.07</u>	<u>14.77</u>
	<u>579.08</u>	<u>559.25</u>	<u>19.83</u>
<b>Non-Regular Employees:</b>			
Administration	6.81	6.52	.29
BCGEU	28.72	33.41	(4.69)
CUPE	7.74	10.22	(2.48)
MFA	<u>53.36</u>	<u>48.08</u>	<u>5.28</u>
	<u>96.63</u>	<u>98.23</u>	<u>(1.60)</u>
<b>Total Employees:</b>			
Administration	53.35	59.32	(5.97)
BCGEU	119.46	117.56	1.90
CUPE	157.70	155.45	2.25
MFA	<u>345.20</u>	<u>325.15</u>	<u>20.05</u>
	<u>675.71</u>	<u>657.48</u>	<u>18.23</u>
<b>Notes:</b>			
• Plan does not include C.E. instructors and certain other non-regular employees.			
• Plan relates to the Operating Fund and does not include employees in the Contract Services Fund or Ancillary Services Fund.			

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**NON-RECURRING BUDGET SUMMARY**

<b>Sources of Funds:</b>		<b>Disposition of Funds:</b>	
2002/03 Excess of Revenue over expenditure carried over – <i>preliminary estimate</i>	\$240,000	Annualization of Tuition	\$ 269,000
2003/04 Non-Recurring Funds:		Leap Year	165,000
New Era / Annualization – CSCI / CYC	23,515	Admin. PD	30,000
Other Program Growth	158,800	President's Development Fund	50,000
Ministry Funding Adjustment 100%	629,000	Capital Campaign	400,000
		Alumni	10,000
		High School Liaison	17,000
		Senior Policy Advisor	27,000
		CIO / Server Manager (Net)	48,000
		Director of Library Overlap	8,000
		Reserve	<u>27,315</u>
<b>Total Sources of Funds</b>	<u>\$1,051,315</u>	<b>Total Disposition of Funds</b>	<u>\$1,051,315</u>

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**OPERATING CAPITAL BUDGET**

<b>Sources of Funds:</b>		<b>Proposed Distribution:</b>	
MAVED 2003/04 Grant	\$ 674,685	Central Funds	\$ 135,000 <sup>1</sup>
MAVED One-Time Grant	500,000	Library	500,000
		Information Technology	400,000
		Instruction	110,000
	_____	Services	<u>29,685</u>
<b>Total</b>	<u><b>\$ 1,174,685</b></u>	<b>Total</b>	<u><b>\$ 1,174,685</b></u>

**Notes:**

<sup>1</sup> OH&S \$20,000; Minor Renovations \$65,000; Self Insurance \$20,000; Fleet Renewal \$30,000.