

## Minutes

### SEMINOLE STATE COLLEGE BOARD OF REGENTS SPECIAL MEETING November 10, 2016

#### I. Call to Order

The Seminole State College Board of Regents' regular monthly meeting was called to order at 1:30 p.m. in the Enoch Kelly Haney Center Board Room.

#### II. Roll Call of Members

Roll call was conducted. Regent Franklin and Cain were absent.

#### III. Introduction of Guests

President Utterback introduced visitors, administrators, faculty, and staff present at the meeting. Members of the Division were introduced.

#### IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held August 18, 2016, Regent Donaho made a motion to approve the minutes as written and Regent McQuiston seconded the motion. Roll call vote was as follows: Morgan – yes, Donaho – yes, McQuiston - yes, Adams – yes.

#### V. Communications to the Board

**Financial Report** – Braden Brown, Vice President for Fiscal Affairs presented a review of the College's revenue and expenses through October 31, 2016. Regent McQuiston made a motion to approve the Financial Report as presented and Regent Morgan seconded the motion. Roll call vote was as follows: Morgan – yes, Donaho – yes, McQuiston - yes, Adams – yes.

*Report on Purchases over \$15,000:*

- *August – None*
- *September*
  - \$18,731.50 – McGraw Hill Global Education, Bookstore Purchase, Purchase for Resale
  - \$20,696.00 – Land Home Specialties, Capital Improvements, Title III Classroom Renovations

## Minutes

### SSC Board of Regents Special Meeting

November 10, 2016

Page 2

- *October*

- \$15,950.00 – Jenzabar, EX Upgrades
- \$15,118.65 – Gordon Cooper, Tuition and MLT Fee Reimbursement
- \$18,100.00 – Finley & Cook, Auditing of Financial Statements
- \$95,142.30 – Pearson Education, Purchase for Resale (Bookstore)
- \$18,122.01 – Pearson Education, Purchase for Resale (Bookstore)

## VI. Hearing of Delegations

None

## VII. President's Report

President Utterback discussed items under the President's Report and the Business portion of the agenda by utilizing a PowerPoint presentation. (See enclosed copy of the PowerPoint presentation)

Personnel Update – President Utterback updated the Board members on personnel changes. Veronica Taylor was hired as the Employment Readiness Director. Debbie Pound was hired as a Nursing Instructor and Kristen Wilson was hired as the NASNTI Director. Mike Holder submitted his notification of retirement.

Additionally, a letter of resignation was received from Shelly Watson, NASNTI Director; Cami Correa, Student Support Services Advisor; and Deena Murray, Talent Search Central Advisor.

Campus Activities – President Utterback told the Board members about several campus activities. These were:

- ✚ President Utterback presented the Board with the 2017 regular Board meeting dates
- ✚ A Parents Reception was held for the incoming Class X of the President's Leadership Class (PLC)
- ✚ A retirement reception was held for Brenda Cates, Student Support Services Advisor
- ✚ The President did selfies with students during a Scavenger Hunt held by the Freshman Seminar instructors
- ✚ The PLC visited the Ropes Course at St. Crispin's
- ✚ Seminole Ford loaned several vehicles to SSC
- ✚ The PLC visited the State Election Board and learned about registering to vote and the voting process
- ✚ The SSC Educational Foundation held their annual golf tournament and raised over \$24,000
- ✚ Constitution Day was observed with a game of "Who wants to be a Constitutionaire?"
- ✚ The SSC Booster Club added several new directors

## Minutes

### SSC Board of Regents Special Meeting

November 10, 2016

Page 3

- ✚ The SSC Booster Club welcomed student athletes with a hamburger cookout
- ✚ SGA President Taylor McClure met with Chancellor Glen Johnson.
- ✚ Two SSC students received a \$1000 scholarship from the Women's' Volunteer Auxiliary "Pink Ladies" scholarship
- ✚ SSC staff members recently attended the OACC conference
- ✚ The Student Government Association recently attended a retreat at the State Capitol
- ✚ Dr. Utterback was recently invited and attended the White House Convening Sixth Annual President's Interfaith and Community Service Campus Challenge
- ✚ The NASNTI grant was renewed for another 5 years for \$1.7 million
- ✚ Kendall Rogers and Jamie Mills recently presented at the Rural Community College Annual Conference
- ✚ President Utterback presented at the ACCT Professional Board Staff Network session
- ✚ The Seminole Chamber of Commerce honored SSC employees Angela Church as the Educator of the Month and Sheila Morris as the Staff Member of the Month
- ✚ The SGA held a successful blood drive
- ✚ The 2016 PTK members were inducted
- ✚ PLC members also visited the Wrangler facility, Enviro Systems, the Port of Catoosa and the Army Ammunition plant recently
- ✚ The SSC Agriculture Ambassadors recently attended the National Future Farmers of America convention in Indiana
- ✚ The SSC Art Club hosted guest artist Keven Stark to discuss the business side of the art industry
- ✚ East Central University President John Hargrave and Dr. Utterback signed a consortium agreement to jointly offer an Associate in Science in Elementary and Secondary Education
- ✚ Several SSC Educational Foundation Trustees toured the Seminole High School
- ✚ SSC engineering students toured Enviro Systems
- ✚ SSC held a Trick or Treat Trail at the pond on the campus
- ✚ Approximately 160 SSC students took the Collegiate Assessment of Academic Proficiency test
- ✚ The SSC Classified Staff held a Zombie Run fundraiser
- ✚ The PLC ladies attended a Women's Leadership Luncheon
- ✚ PLC Students volunteered at the Regional Food Bank in Oklahoma City
- ✚ The SSC MLT students visited the Chickasaw Nation Medical Center
- ✚ SSC hosted the Osage Ballet in observance of "Native November"
- ✚ President Utterback informed the Board members that the SSC Educational Foundation Holiday Reception would be held on December 12<sup>th</sup>

## VIII. Business

**Approval of the FY16 External Audit** – President Utterback presented information to the Board about the FY16 external audit completed by Finley & Cook. Audit committee members: Regents Leesa Adams, Curtis Morgan and Bryan Cain met before the Board meeting to discuss the audit. Regent Morgan commended the SSC staff on a job well-

done on an audit without exceptions. Regent Morgan made a motion to accept the FY16 external audit as presented. Regent McQuiston seconded this motion. Roll call vote was as follows: Morgan – yes, Donaho – yes, McQuiston – yes, Adams – yes.

**Approval of Addendum to the Contract with Jenzabar** – President Utterback presented the Board with information about an addendum to the Jenzabar contract for additional costs associated with the campus software conversion project. President Utterback explained to the Board about successful negotiations to reduce the amount of this addendum. Regent Donaho made a motion to approve the addendum to the contract with Jenzabar and Regent Morgan seconded this motion. Roll call vote was as follows: Morgan – yes, Donaho – yes, McQuiston – yes, Adams – yes.

**Approval to Create an Agency Special Account to Administer OKHEEI Self-Insurance Premiums, Claims and Expenses** – President Utterback and Braden Brown presented information about the necessity to create an agency special account. This account allows two-year community colleges to participate in the self-funded OKHEEI health insurance consortium. The account will be used to handle the collection and disbursement of funds. Regent Morgan made a motion to authorize Seminole State College to participate in a self-funded insurance program including the establishment of any required Agency Special Accounts and supporting insurance documents. Regent McQuiston seconded the motion. Roll call vote was as follows: Morgan – yes, Donaho – yes, McQuiston – yes, Adams – yes.

**Approval of Revision of Policy II-4-18 regarding “Other Employee Benefits”** – President Utterback presented the Board with changes to Board Policy II-4-18 regarding “Other Employee Benefits” specifically the tuition and fee waiver section. Since colleges are no longer allowed to waive fees in any case, this policy was revised to reflect a tuition waiver only when taking courses at SSC. Regent McQuiston made a motion to approved the revision to Poliyc II-4-18 as written and Regent Morgan seconded this motion. Roll call vote was as follows: Morgan – yes, Donaho – yes, McQuiston – yes, Adams – yes.

## **IX. Consent Agenda**

Regents were presented information concerning items on the Consent Agenda. President Utterback recommended approval of these items. Regent Morgan made a motion to approve the Consent Agenda items and Regent McQuiston seconded the motion. Roll call vote was as follows: Morgan – yes, Donaho – abstain, McQuiston - yes, Adams – yes.

The consent agenda was as follows:

Approval of the following items:

- Ratification of an Agreement with Seminole Public Schools for the use of the Oiler Park Baseball Field

Minutes

SSC Board of Regents Special Meeting

November 10, 2016

Page 5

- Ratification of Contract with Brown, Hendrix & Associates for Assistance with the Migration of the Jenzabar Software
- 2017-2018 Academic Calendar
- Approval of Change Order #007 from Atlas Construction for the Dan and Andrea Boren Center

**X. Adjournment**

There being no further business or discussion the meeting was adjourned at 2:11 p.m.

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Leesa Adams, Chair

**SEMINOLE STATE COLLEGE**  
**SUMMARY OF REVENUE AND EXPENDITURES**  
**EDUCATIONAL AND GENERAL FUND**  
 November, 2016  
 FY 07/01/2016 to 06/30/2017

REVENUE

	Revenue YTD	Current Month	Budget YTD	Difference YTD	Budgeted Annual
State Appropriation	2,181,331	377,410	2,443,731	(262,400)	4,887,462
Other Transfers	<u>2,294,880</u>	<u>238,867</u>	<u>2,296,768</u>	<u>(1,888)</u>	<u>5,468,496</u>
TOTAL	<b>4,476,211</b>	<b>616,277</b>	<b>4,740,499</b>	<b>(264,289)</b>	<b>10,355,958</b>

EXPENSES

	Expenses YTD	Current Month	Budget YTD	Difference YTD	Budgeted Annual
TOTAL	<b>3,821,270</b>	<b>783,872</b>	<b>4,231,649</b>	<b>(410,379)</b>	<b>10,155,959</b>

# SEMINOLE STATE COLLEGE

## SUMMARY REPORT

November, 2016

FY 07/01/2016 to 06/30/2017

	<u>BEGINNING BALANCE 07-01-2017</u>	<u>AMOUNT OF CHANGE</u>	<u>BALANCE 11-30-2017</u>	<u>PRIOR YR BALANCE 11-30-2016</u>
Education & General	551,884.50	651,176.52	1,203,061.02	665,277.55
Auxillary	434,848.22	334,100.40	768,948.62	542,748.32
Capital Projects	54,516.83	80,549.80	135,066.63	318,681.37
Clearing	28,211.36	2,132.41	30,343.77	62,303.74

Summary of page 5

Revenue and Expenditures (Y-T-D)

Education & General and Clearing

	REVENUE	EXPENSE	DIFFERENCE
State Appropriation	2,181,330.78		
Other Transfers	249,451.48		
Clearing	2,045,428.46		
TOTAL	<u>4,476,210.72</u>	<u>3,821,270.23</u>	<u>654,940.49</u>

Summary of page 3

Revenue and Expenditures (Y-T-D)

Auxillary

	REVENUE	EXPENSE	DIFFERENCE
From Operations	1,645,030.21	1,341,634.51	
TOTAL	<u>1,645,030.21</u>	<u>1,341,634.51</u>	<u>303,395.70</u>

SUMMARY OF CLAIMS AND CHECKS

Treasury Claims	1,161,468.46
Auxillary	593,747.74
Clearing Checks	0.00
SSCOK Card	183,609.15
TOTAL	<u>1,938,825.35</u>

STATEMENT OF INCOME  
AUXILIARY FUNDS  
November, 2016  
FY 07/01/2016 to 06/30/2017

	<u>CURRENT MONTH</u>	<u>YEAR TO DATE</u>	<u>PRIOR YEAR</u>	<u>DIFFERENCE</u>
<b>REVENUES</b>				
Contractual Food Service	59,468.83	274,299.78	217,935.96	56,363.82
Bookstore	16,318.73	420,078.95	452,665.17	(32,586.22)
Institutional Support	18,691.31	179,371.93	206,719.63	(27,347.70)
Haney Center	425.00	2,900.00	4,550.00	(1,650.00)
Roesler Residential Center	23,331.45	163,061.80	168,030.13	(4,968.33)
Seminole Nation Residential Center	28,587.60	325,699.67	338,505.09	(12,805.42)
Student Activities	17,186.28	164,608.03	145,597.51	19,010.52
Infrastructure	14,621.23	115,010.05	102,923.39	12,086.66
TOTAL REVENUE	<u>178,630.43</u>	<u>1,645,030.21</u>	<u>1,636,926.88</u>	<u>8,103.33</u>
<b>EXPENDITURES</b>				
Contractual Food Service	91,540.55	261,190.22	239,061.36	22,128.86
Bookstore	19,040.78	402,264.33	597,269.52	(195,005.19)
Institutional	22,516.26	102,038.33	164,044.24	(62,005.91)
Pond Maintenance	339.99	4,518.76	2,821.20	1,697.56
Haney Center	5,732.57	38,629.92	35,952.60	2,677.32
Roesler Residential Center	26,216.58	114,983.39	158,479.19	(43,495.80)
Seminole Nation Residential Center	42,817.36	174,035.92	204,324.32	(30,288.40)
Student Activities	83,909.34	291,200.64	322,004.36	(30,803.72)
TOTAL EXPENDITURES	<u>292,113.43</u>	<u>1,388,861.51</u>	<u>1,723,956.79</u>	<u>(335,095.28)</u>
REVENUE OVER (UNDER)	<u>(113,483.00)</u>	<u>256,168.70</u>	<u>(87,029.91)</u>	<u>343,198.61</u>
<b>EXPENDITURES</b>				

CASH FLOW STATEMENT  
November, 2016  
FY 07/01/2016 to 06/30/2016

	BEGINNING BALANCE 07-01-2016	RECEIPTS	EXPENDITURES	CURRENT CASH BALANCE	PRIOR YEAR CASH BALANCE
Education & General	551,884.50	1,354,606.35	703,429.83	1,203,061.02	665,277.55
AUXILLARY UNRESTRICTED					
Auxillary	58,792.13	1,379,542.85	1,076,470.71	361,864.27	(177,793.88)
Student Activities	281,059.73	165,665.58	95,583.77	351,141.54	305,041.30
SUB-TOTAL UNRESTRICTED	<u>339,851.86</u>	<u>1,545,208.43</u>	<u>1,172,054.48</u>	<u>713,005.81</u>	<u>127,247.42</u>
RESTRICTED					
Sarkey Loan	1,057.94	0.00	0.00	1,057.94	1,057.94
Restricted Programs	(54,690.75)	4,466,107.73	4,537,416.37	(125,999.39)	195,204.10
Agency Funds	136,801.40	133,891.34	112,251.97	158,440.77	183,855.36
Educational Activities	7,224.21	1,011,686.98	1,002,071.26	16,839.93	32,279.94
NIH/Bridge Grant	1,274.90	0.00	0.00	1,274.90	1,274.90
OTAG	3,328.66	124,500.00	123,500.00	4,328.66	1,828.66
SUB-TOTAL RESTRICTED	<u>94,996.36</u>	<u>5,736,186.05</u>	<u>5,775,239.60</u>	<u>55,942.81</u>	<u>415,500.90</u>
TOTAL FUND AUXILLARY	<u>434,848.22</u>	<u>7,281,394.48</u>	<u>6,947,294.08</u>	<u>768,948.62</u>	<u>542,748.32</u>
CAPITAL PROJECTS					
Section 13	54,516.83	236,200.00	155,650.20	135,066.63	318,681.37
SUBTOTAL CAPITAL PROJECTS	<u>54,516.83</u>	<u>236,200.00</u>	<u>155,650.20</u>	<u>135,066.63</u>	<u>318,681.37</u>
TOTAL FROM OPERATIONS					
	<u>1,070,576.63</u>	<u>8,872,200.83</u>	<u>7,806,374.11</u>	<u>2,107,076.27</u>	<u>1,526,707.24</u>
TRANSFERS					
Clearing Account	28,211.36	5,264,501.52	5,262,369.11	30,343.77	62,303.74
Payroll Clearing	0.00	3,603,293.93	3,603,293.93	0.00	0.00
TOTAL TRANSFERS	<u>28,211.36</u>	<u>8,867,795.45</u>	<u>8,865,663.04</u>	<u>30,343.77</u>	<u>62,303.74</u>

SUMMARY OF BUDGET ACTIVITY  
EDUCATION AND GENERAL FUND  
November, 2016  
FY 07/01/2016 to 06/30/2016

REVENUE	ALLOCATION	Y-T-D ACTIVITY	REMAINING BALANCE
State Appropriation	4,887,462.00	2,181,330.78	2,706,131.22
Other Deposits	225,000.00	100,400.79	124,599.21
Reimbursement From State Grants	245,204.97	149,050.69	96,154.28
Clearing Fund	4,998,291.00	2,045,428.46	2,952,862.54
TOTAL REVENUE	<u>10,355,957.97</u>	<u>4,476,210.72</u>	<u>5,879,747.25</u>
EXPENDITURES			
Instruction 16-17	4,580,065.75	1,440,641.98	3,139,423.77
Instruction 15-16	0.00	177,045.74	
Public Service 16-17	0.00	0.00	0.00
Public Service 15-16	0.00	0.00	
Academic Support 16-17	489,937.47	196,847.08	293,090.39
Academic Support 15-16	0.00	3,003.99	
Student Services 16-17	1,469,913.18	555,935.59	913,977.59
Student Services 15-16	0.00	21,638.17	
Institutional Support 16-17	1,701,399.95	760,790.90	940,609.05
Institutional Support 15-16	0.00	14,812.40	
Physical Plant 16-17	1,914,642.34	599,401.82	1,315,240.52
Physical Plant 15-16	0.00	51,152.56	
TOTAL EXPENDITURES FY 16-17	<u>10,155,958.69</u>	<u>3,553,617.37</u>	<u>6,602,341.32</u>
TOTAL EXPENDITURES FY 15-16		267,652.86	
TOTAL ALL EXPENDITURES		<u>3,821,270.23</u>	
REVENUE IN EXCESS OF EXPENDITURES		<u>654,940.49</u>	

SUMMARY OF REVENUE  
EDUCATION AND GENERAL FUND  
November, 2016  
FY 07/01/2016 to 06/30/2017

	<u>2016-2017</u>	<u>2015-2016</u>	<u>Difference</u>
State Appropriation	2,181,330.78	2,423,030.85	(241,700.07)
Application Fees	9,137.42	8,144.00	993.42
Tuition	1,167,335.94	1,019,650.78	147,685.16
Non-Resident Tuition	60,879.75	22,218.50	38,661.25
Late Enrollment Fees	0.00	0.00	0.00
Late Payment Fees	5,618.54	4,834.75	783.79
Seminars	3,734.00	5,217.00	(1,483.00)
Assessment Fees	49,179.75	44,291.66	4,888.09
Technology Service Fees	146,444.80	132,240.68	14,204.12
Library Automation Fees	44,771.59	40,601.62	4,169.97
Remedial Course Fees	49,404.10	34,714.85	14,689.25
Laboratory Fees	39,224.58	30,868.22	8,356.36
Parking Fees	31,019.70	28,859.35	2,160.35
Records Fees	32,531.70	29,437.02	3,094.68
Accident Shield Fee	62,299.00	52,140.50	10,158.50
Hybrid/Online Course Fees	387.09	667.20	(280.11)
Student ID Fees	13,200.00	12,764.29	435.71
Outreach Non-Campus Fees	330.00	220.00	110.00
Medical lab Tech Fees	3,425.35	1,700.00	1,725.35
Electronic Academic Access Fees	52,531.98	46,672.28	5,859.70
Distance Education/Outreach Fees	117,568.37	90,932.71	26,635.66
Compliance Fee	30,206.00	0.00	30,206.00
Safety Fee	30,206.00	0.00	30,206.00
International Student Fees	3,200.00	1,000.00	2,200.00
Nursing Fees	24,058.00	12,133.63	11,924.37
Subtotal Student Fees	<u>1,976,693.66</u>	<u>1,619,309.04</u>	<u>357,384.62</u>
Testing Fees	1,775.00	2,015.00	(240.00)
Fines-Parking, Library	2,045.00	1,380.00	665.00
Returned Check Charges	-253.50	65.00	(318.50)
Reimbursements and Refunds	20,884.98	20,435.71	449.27
Indirect Cost	100,400.79	90,870.56	9,530.23
Other Income	237.85	5,230.82	(4,992.97)
Oiler Park Maintenance Fee	0.00	0.00	0.00
Rental Income	1,130.00	710.00	420.00
Subtotal: Other Income	<u>126,220.12</u>	<u>120,707.09</u>	<u>5,513.03</u>
Total Revolving Income	<u>2,102,913.78</u>	<u>1,740,016.13</u>	<u>362,897.65</u>
Total Revenue	<u><u>4,284,244.56</u></u>	<u><u>4,163,046.98</u></u>	<u><u>121,197.58</u></u>

STATEMENT OF INCOME  
 CONTRACTED FOOD SERVICE  
 November, 2016  
 FY 07/01/2016 to 06/30/2017

	<u>CURRENT MONTH</u>	<u>YEAR TO DATE</u>	<u>PRIOR YEAR</u>	<u>DIFFERENCE</u>
<b>REVENUE</b>				
Refund & Reimbursements	0.00	0.00	0.00	0.00
Employee Meal Tickets	45.00	630.00	585.00	45.00
Students Meals	59,423.83	229,374.77	209,949.50	19,425.27
Rebates	0.00	44,295.01	7,401.46	36,893.55
<b>TOTAL REVENUE</b>	<u>59,468.83</u>	<u>274,299.78</u>	<u>217,935.96</u>	<u>56,363.82</u>
<b>EXPENSE</b>				
Supplies	38.83	400.97	902.83	(501.86)
Bookstore Supplies	159.62	877.15	430.99	446.16
Miscellaneous	91,310.60	259,751.81	237,553.26	22,198.55
Contractual Services	31.50	157.50	157.50	0.00
Telephone	0.00	0.00	0.00	0.00
Postage	0.00	2.79	16.78	(13.99)
Equipment	0.00	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<u>91,540.55</u>	<u>261,190.22</u>	<u>239,061.36</u>	<u>22,128.86</u>
<b>REVENUE OVER (UNDER) EXPENDITURES</b>	<u>(32,071.72)</u>	<u>13,109.56</u>	<u>(21,125.40)</u>	<u>34,234.96</u>

STATEMENT OF INCOME  
 BOOKSTORE  
 November, 2016  
 FY 07/01/2016 to 06/30/2017

	CURRENT MONTH	YEAR TO DATE	PRIOR YEAR	DIFFERENCE
<b>REVENUE</b>				
Booksales	6,580.51	242,017.21	266,695.05	(24,677.84)
Booksales-Nontaxable	4,106.18	7,532.97	3,117.26	4,415.71
Supply Sales	1,062.99	26,310.66	26,966.33	(655.67)
Supply - Nontaxable	489.25	58,430.79	65,170.61	(6,739.82)
Merchandise Sales	3,504.44	48,407.17	51,519.34	(3,112.17)
Merchandise Nontaxable	22.39	32.74	0.00	32.74
Rentals	142.47	29,784.77	36,146.25	(6,361.48)
SUBTOTAL REVENUE	<u>15,908.23</u>	<u>412,516.31</u>	<u>449,614.84</u>	<u>(37,098.53)</u>
Refunds From Vendors	405.50	6,097.66	1,210.02	4,887.64
Returned Check Charges	0.00	(76.93)	0.00	(76.93)
Lost Rental Books	0.00	1,349.06	1,992.98	(643.92)
Other Income	0.00	167.85	23.95	143.90
Cash Short or Long	5.00	25.00	(176.62)	201.62
<b>TOTAL REVENUE</b>	<u><u>16,318.73</u></u>	<u><u>420,078.95</u></u>	<u><u>452,665.17</u></u>	<u><u>(32,586.22)</u></u>
<b>EXPENSE</b>				
Professional Salaries ft	3,286.00	16,430.00	16,096.66	333.34
Classified Salaries-ft	1,941.42	9,707.10	9,707.10	0.00
Classified Salaries-pt	0.00	2,271.00	708.00	1,563.00
Student Wages	0.00	736.25	2,415.02	(1,678.77)
Professional Services	0.00	371.91	620.00	(248.09)
Fringe Benefits	3,011.52	15,231.33	14,555.88	675.45
<b>TOTAL PERSONNEL EXPENSE</b>	<u>8,238.94</u>	<u>44,747.59</u>	<u>44,102.66</u>	<u>644.93</u>
Purchase For Resale	9,700.16	343,005.64	533,742.87	(190,737.23)
Travel	0.00	0.00	690.00	(690.00)
Supplies	0.00	132.00	3,260.11	(3,128.11)
Bookstore Supplies	112.04	1,282.59	786.19	496.40
Miscellaneous	0.00	726.00	1,830.21	(1,104.21)
Contractual Services	989.64	12,272.21	12,650.19	(377.98)
Telephone	0.00	0.00	158.63	(158.63)
Postage	0.00	98.30	48.66	49.64
Advertising	0.00	0.00	0.00	0.00
Equipment	0.00	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<u>19,040.78</u>	<u>402,264.33</u>	<u>597,269.52</u>	<u>(195,005.19)</u>
<b>REVENUE OVER (UNDER) EXPENDITURES</b>	<u><u>(2,722.05)</u></u>	<u><u>17,814.62</u></u>	<u><u>(144,604.35)</u></u>	<u><u>162,418.97</u></u>

BOOKSTORE SALES ANALYSIS  
 July, 2016  
 FY 07/01/2016 to 06/30/2016

Category	Gross Sales	Net Sales	Taxable	Quantity		
				Sold	Ret	Disc
Supplies	10,394.52	9,641.83	465.37	1,198	3	1,035
Required Supplies	118.99	118.99	118.99	49	0	0
Textbooks	1,567.07	1,567.07	1,429.78	81	1	50
Used Textbooks	2,541.07	2,541.07	2,541.07	37	0	0
Rental Textbooks	720.53	720.53	720.53	20	2	0
Merchandise	4,751.59	2,667.73	1,877.76	422	1	173
Stamps	0.47	0.47	-	1	0	0
Library Copy Cards	10.00	10.00	-	2	0	0
Nursing Copy Cards						
Student Meal Cards						
Employee Meal Cards						
Gift Certificate						
Shipping Fees						
<b>Total Sales</b>	<b>\$ 20,104.24</b>	<b>\$ 17,267.69</b>	<b>\$ 7,153.50</b>	<b>1,810</b>	<b>7</b>	<b>1,258</b>
<b>Tax</b>	<b>\$ 697.68</b>					
<b>Buyback</b>	<b>\$ (2,440.94)</b>					

Discounts:

items @ 5%	(464.52)		
items @ 10%	0.00	Cash	\$ 1,426.26
items @ 15%	0.00	Check	\$ 907.99
items @ 25%	(312.54)	Charge	\$ 5,724.94
items @ 20%	0.00	Account	\$ 7,465.24
items @ 35%	0.00	Cash Card	\$ -
items @ 40%	0.00	<b>Drawer Totals</b>	<b>\$ 15,524.43</b>
items @ 50%	(527.68)		
items @ 66%	0.00		
items @ 75%	(1,531.81)		
<b>Total Discounts</b>	<b>\$ (2,836.55)</b>	<b>Overage</b>	<b>\$ -</b>
<b>Total</b>	<b>\$ 15,524.43</b>	<b>Total</b>	<b>\$ 15,524.43</b>

SALES SUMMARY			
Sales	Cost	Profit	Margin
20,104.24	12,883.59	7,220.65	35.92%

STATEMENT OF INCOME  
ROESLER RESIDENTIAL LEARNING CENTER  
November, 2016  
FY 07/01/2016 to 06/30/2017

	CURRENT MONTH	YEAR TO DATE	PRIOR YEAR	DIFFERENCE
<b>REVENUE</b>				
Rent Scholarship	0.00	33,637.50	67,762.50	(34,125.00)
Roesler Residential Center	23,331.45	93,555.24	69,112.27	24,442.97
Rent-Talent Search	0.00	0.00	0.00	0.00
Rent-Upward Bound	0.00	35,265.02	30,625.36	4,639.66
Rent-PIE Academy	0.00	0.00	0.00	0.00
Reimb-Damaged Property	0.00	149.78	0.00	149.78
Other Room Charges	0.00	454.26	530.00	(75.74)
<b>TOTAL REVENUE</b>	<u>23,331.45</u>	<u>163,061.80</u>	<u>168,030.13</u>	<u>(4,968.33)</u>
<b>EXPENDITURES</b>				
Professional Salaries ft	0.00	0.00	0.00	0.00
Student Wages	0.00	0.00	0.00	0.00
Professional Service	0.00	0.00	0.00	0.00
Fringe Benefits	0.00	0.00	0.00	0.00
<b>TOTAL PERSONNEL EXPENSE</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Supplies	373.80	1,035.71	4,889.46	(3,853.75)
Bookstore Supplies	74.47	821.91	350.73	471.18
Miscellaneous Expenditures	20,867.19	84,032.82	120,486.99	(36,454.17)
Contractual Services	2,372.66	11,876.15	14,279.66	(2,403.51)
Telephone	0.00	0.00	167.00	(167.00)
Utilities	2,528.46	16,616.80	18,305.35	(1,688.55)
Equipment	0.00	600.00	0.00	600.00
<b>TOTAL EXPENDITURES</b>	<u>26,216.58</u>	<u>114,983.39</u>	<u>158,479.19</u>	<u>(43,495.80)</u>
<b>REVENUE OVER</b>	<u>(2,885.13)</u>	<u>48,078.41</u>	<u>9,550.94</u>	<u>38,527.47</u>
<b>(UNDER) EXPENDITURES</b>				

STATEMENT OF INCOME  
 SEMINOLE NATION RESIDENTIAL LEARNING CENTER  
 November, 2016  
 FY 07/01/2016 to 06/30/2017

	<u>CURRENT MONTH</u>	<u>YEAR TO DATE</u>	<u>PRIOR YEAR</u>	<u>DIFFERENCE</u>
<b>REVENUE</b>				
Rent- Scholarship	0.00	99,450.00	162,822.00	(63,372.00)
Rental Income	28,276.58	157,919.38	117,364.52	40,554.86
Rent-Upward bound	0.00	52,897.52	45,938.04	6,959.48
Rent-Talent Search	0.00	3,058.13	2,084.30	973.83
Rent-PIE Academy	0.00	8,837.20	8,754.06	83.14
Housing-Other Income	311.02	3,537.44	1,542.17	1,995.27
Damage Property	0.00	0.00	0.00	0.00
Reimbursement	0.00	0.00	0.00	0.00
<b>TOTAL REVENUE</b>	<u>28,587.60</u>	<u>325,699.67</u>	<u>338,505.09</u>	<u>(12,805.42)</u>
<b>EXPENSE</b>				
Professional Salaries P.T.	0.00	0.00	0.00	0.00
Classified Salaries-FT	0.00	0.00	0.00	0.00
Student Wages	0.00	0.00	0.00	0.00
Professional Services	0.00	0.00	0.00	0.00
Fringe Benefits	0.00	0.00	0.00	0.00
<b>TOTAL PERSONNEL EXPENSE</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Travel	0.00	0.00	0.00	
Supplies	48.16	1,882.36	4,597.46	(2,715.10)
Bookstore Supplies	335.51	599.08	626.06	(26.98)
Miscellaneous	33,295.97	123,317.84	148,490.39	(25,172.55)
Contractual Services	3,571.49	18,051.72	21,481.98	(3,430.26)
Telephone	0.00	0.00	284.74	(284.74)
Utilities	5,566.23	26,709.12	28,843.69	(2,134.57)
Equipment	0.00	3,475.80	0.00	3,475.80
<b>TOTAL EXPENDITURES</b>	<u>42,817.36</u>	<u>174,035.92</u>	<u>204,324.32</u>	<u>(30,288.40)</u>
<b>REVENUE OVER (UNDER) EXPENDITURES</b>	<u>(14,229.76)</u>	<u>151,663.75</u>	<u>134,180.77</u>	<u>17,482.98</u>

STATEMENT OF INCOME  
 INSTITUTIONAL SUPPORT  
 November, 2016  
 FY 07/01/2016 to 06/30/2017

	CURRENT MONTH	YEAR TO DATE	PRIOR YEAR	DIFFERENCE
<b>REVENUE</b>				
Student Service Fees	18,133.63	163,152.95	147,080.97	16,071.98
Seminar Fees	0.00	0.00	20.00	(20.00)
Other Income	0.00	6,021.02	4,436.54	1,584.48
Photocopy Revenue	0.00	21.00	0.00	21.00
Vending Machine Commission	557.68	2,348.08	2,636.97	(288.89)
Reimbursements	0.00	7,828.88	52,545.15	(44,716.27)
Transfer from 290	0.00	0.00	0.00	0.00
<b>TOTAL REVENUE</b>	<u>18,691.31</u>	<u>179,371.93</u>	<u>206,719.63</u>	<u>(27,347.70)</u>
<b>EXPENSE</b>				
Professional Salarie-FT	1,166.67	6,022.35	5,833.35	189.00
Classified Salaries-FT	0.00	0.00	0.00	0.00
Classified Salaries-PT	0.00	0.00	0.00	0.00
Student Wages	0.00	0.00	0.00	0.00
Professional Services	13,705.00	52,588.00	51,018.00	1,570.00
Fringe Benefits	223.90	1,172.97	1,119.50	53.47
<b>Total Personnel Expense</b>	<u>15,095.57</u>	<u>59,783.32</u>	<u>57,970.85</u>	<u>1,812.47</u>
Travel	3,651.20	11,880.83	1,543.93	10,336.90
Supplies	635.77	5,741.15	10,977.35	(5,236.20)
Bookstore Supplies	193.08	1,706.50	2,403.01	(696.51)
Miscellaneous	2,940.64	20,709.28	81,182.94	(60,473.66)
Telephone	0.00	0.00	950.00	(950.00)
Postage	0.00	0.00	1.41	(1.41)
Contractual Services	0.00	2,217.25	3,638.75	(1,421.50)
Advertising	0.00	0.00	0.00	0.00
Utilities	0.00	0.00	0.00	0.00
Equipment	0.00	0.00	5,376.00	(5,376.00)
Capital Expense	0.00	0.00	0.00	0.00
Transfer of Funds	0.00	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<u>22,516.26</u>	<u>102,038.33</u>	<u>164,044.24</u>	<u>(62,005.91)</u>
<b>REVENUE OVER</b>	<u>(3,824.95)</u>	<u>77,333.60</u>	<u>42,675.39</u>	<u>34,658.21</u>
<b>(UNDER) EXPENDITURES</b>				

STATEMENT OF INCOME  
HANEY CENTER  
November, 2016  
FY 07/01/2016 to 06/30/2017

	<u>CURRENT MONTH</u>	<u>YEAR TO DATE</u>	<u>PRIOR YEAR</u>	<u>DIFFERENCE</u>
<b>REVENUE</b>				
Rent-Haney Center	425.00	2,900.00	4,550.00	1,650.00
<b>TOTAL REVENUE</b>	<u>425.00</u>	<u>2,900.00</u>	<u>4,550.00</u>	<u>1,650.00</u>
<b>EXPENSE</b>				
Professional Services	0.00	0.00	0.00	0.00
Supplies	480.59	649.28	2,605.89	(1,956.61)
Bookstore Supplies	0.00	0.00	0.00	0.00
Miscellaneous	1,070.00	9,062.06	1,896.53	7,165.53
Contractual Services	300.00	1,500.00	1,500.00	0.00
Utilities	3,881.98	27,418.58	29,950.18	(2,531.60)
Equipment	0.00	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<u>5,732.57</u>	<u>38,629.92</u>	<u>35,952.60</u>	<u>2,677.32</u>
<b>REVENUE OVER (UNDER) EXPENDITURES</b>	<u>(5,307.57)</u>	<u>(35,729.92)</u>	<u>(31,402.60)</u>	<u>(1,027.32)</u>

STATEMENT OF INCOME  
STUDENT ACTIVITIES  
November, 2016  
FY 07/01/2016 to 06/30/2017

REVENUE	CURRENT MONTH	YEAR TO DATE	PRIOR YEAR	DIFFERENCE
Student Activity Fees	13,430.36	138,017.13	124,961.01	13,056.12
Cultural & Recreation Fees	2,491.16	20,526.05	18,453.45	2,072.60
Student Govt Fees	0.00	0.00	3.25	(3.25)
Swimming And Aerobics Fees	0.00	0.00	0.00	0.00
Pool Rental	120.00	4,430.00	2,225.00	2,205.00
Concession Income	0.00	0.00	0.00	0.00
Basketball Income	668.00	668.00	209.50	458.50
Baseball Income	0.00	0.00	0.00	0.00
Softball Income	0.00	0.00	0.00	0.00
Volleyball Revenue	0.00	1,164.90	59.00	1,105.90
Soccer Income	0.00	0.00	0.00	0.00
Travel Reimbursements-Sports Teams	60.00	60.00	0.00	60.00
Other Reimbursements	0.00	0.00	0.00	0.00
Athletics- Other Income	0.00	0.00	0.00	0.00
Tournament Revenue H.S.	0.00	0.00	0.00	0.00
Transfer From Booster Club	0.00	0.00	0.00	0.00
Other Income-Overpayment	416.76	(258.05)	(313.70)	55.65
TOTAL REVENUE	<u>17,186.28</u>	<u>164,608.03</u>	<u>145,597.51</u>	<u>19,010.52</u>
 EXPENDITURES				
Athletic Administration	699.08	1,758.59	471.64	1,286.95
Athletic Concession	0.00	0.00	0.00	0.00
National Tournaments	927.57	927.57	1,706.75	(779.18)
Men's Basketball	5,249.05	10,945.89	8,257.87	2,688.02
Women's Basketball	5,221.59	6,780.22	7,802.62	(1,022.40)
Volleyball	2,541.86	13,981.10	16,972.60	(2,991.50)
Baseball	728.09	8,170.95	7,040.82	1,130.13
Golf-Men	428.68	9,016.93	7,160.53	1,856.40
Golf-Women	373.40	6,000.57	4,809.86	1,190.71
Tennis-Men	2,258.93	7,751.82	8,302.01	(550.19)
Tennis Women	2,445.18	7,771.47	8,940.99	(1,169.52)
Softball	8,741.95	15,277.59	10,777.71	4,499.88
Women's Soccer	6,899.71	20,032.53	0.00	20,032.53
Student Activities	0.00	0.00	6,411.66	(6,411.66)
Student Government	121.76	2,425.42	1,401.86	1,023.56
Permanent Issue/Band	45.49	45.49	230,584.50	(230,539.01)
Residential(Scholarship Charge)	0.00	133,087.50	0.00	133,087.50
Sigma Kappa Delta (AFAC)	0.00	0.00	0.00	0.00
Nasa (Afac)	0.00	0.00	0.00	0.00
Student Nurse Association (Afac)	0.00	0.00	0.00	0.00
Sigma Kappa Delta	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	<u>36,682.34</u>	<u>243,973.64</u>	<u>320,641.42</u>	<u>(76,667.78)</u>
REVENUE OVER	<u>(19,496.06)</u>	<u>(79,365.61)</u>	<u>(175,043.91)</u>	<u>95,678.30</u>
(UNDER) EXPENDITURES				

STATEMENT OF INCOME  
RESTRICTED FUNDS  
November, 2016  
FY 07/01/2016 to 06/30/2017

	<u>CURRENT MONTH</u>	<u>YEAR TO-DATE</u>	<u>PRIOR YEAR</u>	<u>DIFFERENCE</u>
<b>REVENUE</b>				
Pell	30,577.00	1,846,551.43	1,776,046.71	70,504.72
Pell Recovery	(900.70)	898.88	3,936.76	(3,037.88)
Seog	125.00	22,750.00	21,750.00	1,000.00
College Work Study	5,794.09	22,143.06	18,250.06	3,893.00
Student Direct Loans	61,253.51	1,284,812.84	1,195,962.28	88,850.56
Student Loans Repayment	(4,921.00)	(8,224.75)	(811.50)	(7,413.25)
FEMA Safe Room grant	0.00	0.00	67,519.62	(67,519.62)
Carl Perkins Grant	0.00	0.00	0.00	0.00
Upward Bound	53,161.41	443,316.57	395,637.80	47,678.77
Talent Search West	24,520.65	141,455.18	117,806.01	23,649.17
Talent Search Central	22,309.91	149,971.74	156,855.84	(6,884.10)
Dream Catcher Gear Up	42,086.34	239,023.34	264,266.15	(25,242.81)
Student Support STEM	15,163.36	91,689.37	104,039.35	(12,349.98)
Student Support Services	18,664.32	99,638.48	100,072.48	(434.00)
NASNTI	13,090.66	109,457.56	150,260.55	(40,802.99)
Title III Engaging Students in Science	13,444.30	66,930.82	3,836.39	63,094.43
College Access Challenge	0.00	0.00	0.00	0.00
OTAG	3,500.00	124,500.00	135,000.00	(10,500.00)
TOTAL REVENUE	<u>297,868.85</u>	<u>4,634,914.52</u>	<u>4,510,428.50</u>	<u>124,486.02</u>
<b>EXPENDITURES</b>				
Pell	71,162.97	1,848,334.13	1,750,366.40	97,967.73
Seog	375.00	22,292.77	21,750.00	542.77
College Work Study	5,794.09	22,143.06	18,250.06	3,893.00
Student Direct Loans	164,305.00	1,291,617.78	1,140,516.73	151,101.05
FEMA Safe Room grant	0.00	0.00	99,667.13	(99,667.13)
Carl Perkins Grant	0.00	0.00	0.00	0.00
Upward Bound	53,161.41	443,332.19	396,280.92	47,051.27
Talent Search West	24,520.65	141,455.19	119,681.88	21,773.31
Talent Search Central	22,309.91	149,998.74	156,638.49	(6,639.75)
Dream Catcher Gear Up	42,086.34	239,324.66	264,266.15	(24,941.49)
Student Support STEM	15,163.36	93,293.74	104,101.80	(10,808.06)
Student Support Services	18,664.32	98,062.85	100,010.03	(1,947.18)
NASNTI	13,090.66	109,457.56	150,358.85	(40,901.29)
Title III Engaging Students in Science	13,444.30	66,916.45	3,836.39	63,080.06
College Access Challenge	0.00	0.00	0.00	0.00
OTAG	7,500.00	123,500.00	134,500.00	(11,000.00)
TOTAL EXPENDITURE	<u>451,578.01</u>	<u>4,649,729.12</u>	<u>4,460,224.83</u>	<u>189,504.29</u>
REVENUE OVER EXPENDITURES	<u>(153,709.16)</u>	<u>(14,814.60)</u>	<u>50,203.67</u>	<u>(65,018.27)</u>