



LAMAR INSTITUTE OF TECHNOLOGY

A Member of the Texas State University System

ADOPTED OPERATING BUDGET

FISCAL YEAR 2013

(September 1, 2012—August 31, 2013)



**LAMAR
INSTITUTE OF
TECHNOLOGY**

July 6, 2012

Members of the Board of Regents
The Texas State University System

Dear Regents:

Following is our recommendation for the annual budget of Lamar Institute of Technology for the fiscal year beginning September 1, 2012. The proposed budget includes all educational and general, designated, and auxiliary enterprise activities.

Highlights of the budget for the upcoming year include increases to Designated Tuition and Health Center Fee revenues, filling vacancies in critical need areas, increase in technology equipment purchases in academic and operational program areas, and a contingency for faculty and staff salary increases for FY2013.

Sincerely,

Paul J. Szach, Ed. D.
President

Jonathan C. Wolfe
Vice President for Finance & Operations

**Lamar Institute of Technology
Major Budget Initiatives
Fiscal Year 2013**

The Institute's budget was prepared assuming flat enrollment for FY 2013 compared to FY 2012.

Education and General Funds

State appropriations for FY2013 decreased by \$10,410 from FY2012 due to state-wide reductions in General Revenue Appropriations. Last year's headcount enrollment decreased 1% compared to the previous year. E & G tuition and fees budgeted were not increased for FY 2013.

Designated Funds

Designated tuition revenue funds increased by \$200,000. The entire \$200,000 increase was budgeted to support the Education and General Fund budgets.

Auxiliary Funds

Auxiliary fund budgets remained constant with the exception of adjustments in the fees transferred to Lamar University for auxiliary related activities.

Current Fiscal Condition

The overall fiscal condition of the Institute continues to be sound with a positive balance in each of the fund categories. Although the Institute has experienced a decrease in enrollment in the last year, the outlook is that credit enrollment will continue to increase slightly during the coming year. However Workforce Development enrollments will be more challenging due to market conditions. The Institute has launched several very promising initiatives to increase student enrollment. The approved increase in designated tuition has enabled the Institute to continue to offer a wide variety of Associate Degrees, Certificate programs, and expanded Dual Enrollment while remaining to be a very affordable and accessible educational option for many students. Should the state mandate further reductions in General Revenue in the coming year, it will be necessary to raise designated tuition and other associated fees.

LAMAR INSTITUTE OF TECHNOLOGY

Fiscal Year 2013 Operating Budget

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LAMAR INSTITUTE OF TECHNOLOGY

**Table A. 1
Educational and General Funds
Budgeted Revenues and Transfers
Year Ended August 31, 2013**

ITEM DESCRIPTION	FY 2012 APPROVED BUDGET	FY 2013 PROPOSED BUDGET	AMOUNT CHANGED	PERCENT VARIANCE
REVENUES				
Tuition and Fees				
Tuition Net of Exemptions and Waivers	\$ 3,800,000	\$ 3,800,000	\$ -	0.00%
Lab Fees	30,000	30,000	0	0.00%
Total Tuition and Fees	\$ 3,830,000	\$ 3,830,000	\$ -	0.00%
State Appropriations				
General Revenue Appn. - H.B. 1	\$ 8,187,031	\$ 8,176,621	\$ (10,410)	-0.13%
Staff Benefit Appropriations	1,498,137	1,544,094	45,957	3.07%
Appropriations 1%(2012)	(106,957)	0	106,957	-100.00%
HEAF Appropriation	2,332,463	2,332,463	0	0.00%
Total State Appropriations	\$ 11,910,674	\$ 12,053,178	\$ 142,504	1.20%
Current Funds				
Investment Income	\$ 15,000	\$ 12,000	\$ (3,000)	-20.00%
Sales and Services	0	0	0	0.00%
Other Income	290,000	300,000	10,000	3.45%
Total Current Funds	\$ 305,000	\$ 312,000	\$ 7,000	2.30%
TOTAL REVENUES	\$ 16,045,674	\$ 16,195,178	\$ 149,504	0.93%
Designated Tuition	580,000	800,000	220,000	37.93%
TOTAL TRANSFERS IN	\$ 580,000	\$ 800,000	\$ 220,000	37.93%
BUDGETED FUND BALANCES				
BUDGETED FUND BALANCES	\$ -	\$ -	\$ -	0.00%
BUDGETED FUND BALANCES	\$ -	\$ -	\$ -	0.00%
TOTAL BUDGETED FUNDS	\$ 16,625,674	\$ 16,995,178	\$ 369,504	2.22%

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Note 1: General Appropriations Reductions not budgeted for FY2013

Note 2: Transfer from Designated Funds to cover E & G Instructional costs

LAMAR INSTITUTE OF TECHNOLOGY

Table A. 2
Educational and General Funds
Budgeted Expenditures
Year Ended August 31, 2013

ITEM DESCRIPTION	FY 2012 APPROVED BUDGET	FY 2013 PROPOSED BUDGET	AMOUNT CHANGED	PERCENT VARIANCE
EXPENDITURES				
RESIDENT INSTRUCTION				
Allied Health and Sciences	1,790,240	1,790,240	-	0.00%
Technology	1,772,753	1,772,753	-	0.00%
General Education and Developmental Studies	910,824	910,824	-	0.00%
Business Technologies	837,753	837,753	-	0.00%
Public Service and Safety	634,582	634,582	-	0.00%
Workforce Training and Continuing Education	625,125	625,125	-	0.00%
TOTAL RESIDENCE INSTRUCTION	\$ 6,571,277	\$ 6,571,277	\$ -	0.00%
ACADEMIC SUPPORT:				
INSTRUCTIONAL ADMINISTRATION	\$ 241,524	\$ 241,524	\$ -	0.00%
LIBRARY	360,000	390,000	30,000	8.33%
INFRASTRUCTURE	1,228,578	1,228,578	-	0.00%
STUDENT SERVICES	608,874	608,874	-	0.00%
INSTITUTIONAL SUPPORT	2,294,523	2,294,523	-	0.00%
STAFF BENEFITS	1,925,000	1,925,000	-	0.00%
SPECIAL ITEMS	458,094	809,112	351,018	76.63%
TOTAL EXPENDITURES	\$ 13,687,870	\$ 14,068,888	\$ 381,018	2.78%
TRANSFERS OUT				
Mandatory				
Tuition Revenue Bond Debt Service	535,341	523,827	(11,514)	-2.15%
HEAF Funds to Plant Funds	1,832,463	1,832,463	-	0.00%
TPEG Loans	57,000	57,000	-	0.00%
TPEG Scholarships	513,000	513,000	-	0.00%
TOTAL TRANSFERS OUT	\$ 2,937,804	\$ 2,926,290	\$ (11,514)	-0.39%
TOTAL BUDGETED EXPENDITURES AND TRANSFERS OUT	\$ 16,625,674	\$ 16,995,178	\$ 369,504	2.22%

Note 1: Increase for Faculty and Staff salary increase contingency

LAMAR INSTITUTE OF TECHNOLOGY

**Table B.1
Designated Funds
Budgeted Revenues and Transfers
Year Ended August 31, 2013**

ITEM DESCRIPTION	FY 2012 APPROVED BUDGET	FY 2013 PROPOSED BUDGET	AMOUNT CHANGED	PERCENT VARIANCE
REVENUES				
Student Fees				
Computer Use Fee	\$ 1,300,000	\$ 1,300,000	\$ -	0.00%
Course Fees	750,000	750,000	0	0.00%
Designated Tuition Fee	3,800,000	4,000,000	200,000	5.26%
Miscellaneous Fees	35,000	35,000	0	0.00%
Total Student Fees	\$ 5,885,000	\$ 6,085,000	\$ 200,000	3.40%
Investment Income	\$ 6,000	\$ 6,000	\$ -	0.00%
TOTAL REVENUES	\$ 5,891,000	\$ 6,091,000	\$ 200,000	3.40%
TRANSFERS IN				
Educational & General - TPEG	570,000	570,000	0	0.00%
	0	0	0	0.00%
TOTAL TRANSFERS IN	\$ 570,000	\$ 570,000	\$ -	0.00%
BUDGETED FUND BALANCES				
	\$ -	\$ -	\$ -	0.00%
TOTAL BUDGETED FUND BALANCES	\$ -	\$ -	\$ -	0.00%
TOTAL BUDGETED FUNDS	\$ 6,461,000	\$ 6,661,000	\$ 200,000	3.10%

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Note 1: Increase in tuition and fees due to fee increases.

LAMAR INSTITUTE OF TECHNOLOGY

**Table B.2
Designated Funds
Budgeted Expenditures
Year Ended August 31, 2013**

ITEM DESCRIPTION	FY 2012 APPROVED BUDGET	FY 2013 PROPOSED BUDGET	AMOUNT CHANGED	PERCENT VARIANCE	
EXPENDITURES					
INSTRUCTION					
Allied Health Department	\$ 22,125	\$ 22,125	\$ -	0.00%	
Technology Department	102,894	102,894	0	0.00%	
General Education Department	6,000	6,000	0	0.00%	
Public Service and Safety Department	395,918	395,918	0	0.00%	
Business Technologies Department	12,100	12,100	0	0.00%	
Workforce Development Department	800,000	850,000	50,000	6.25%	
ACADEMIC SUPPORT					
Computer Services	1,341,692	1,341,692	0	0.00%	
Academic Supplement	101,500	101,500	0	0.00%	
All Others	55,000	100,000	45,000	81.82%	
INSTITUTIONAL SUPPORT					
Supplemental Support	277,000	277,000	0	0.00%	
Development/Marketing	200,000	200,000	0	0.00%	
Institutional Expense	865,066	1,065,066	200,000	23.12%	3
TOTAL INSTITUTIONAL SUPPORT	\$ 4,179,295	\$ 4,474,295	\$ 295,000	7.06%	
SCHOLARSHIPS - TPEG	\$ 580,000	\$ 580,000	\$ -	0.00%	
TOTAL EXPENDITURES	\$ 4,759,295	\$ 5,054,295	\$ 295,000	6.20%	
TRANSFERS OUT					
Education and General Funds	580,000	800,000	220,000	37.93%	1
Plant Funds	1,010,703	686,705	(323,998)	-32.06%	2
TSUS Administrative Costs	111,002	120,000	8,998	8.11%	
TOTAL TRANSFERS OUT	\$ 1,701,705	\$ 1,606,705	\$ (95,000)	0.00%	
TOTAL BUDGETED EXPENDITURES AND TRANSFERS OUT	\$ 6,461,000	\$ 6,661,000	\$ 200,000	3.10%	

Note 1: Increase in Designated transfer to E & G Funds for E & G Instruction

Note 2: Reduction of transfers to Plants funds for construction contingency

LAMAR INSTITUTE OF TECHNOLOGY

**Table C. 1
Auxiliary Funds
Budgeted Revenues and Transfers
Year Ended August 31, 2013**

ITEM DESCRIPTION	FY 2012 APPROVED BUDGET	FY 2013 PROPOSED BUDGET	AMOUNT CHANGED	PERCENT VARIANCE
REVENUE				
Student Fees				
Student Service Fees	\$ 1,400,000	\$ 1,400,000	\$ -	0.00%
Student Center Fees	235,000	235,000	0	0.00%
Health Center Fees	235,000	250,000	15,000	6.38%
Food Service Sales	140,000	150,000	10,000	7.14%
Parking Fees	160,000	180,000	20,000	12.50%
Total Student Fees	\$ 2,170,000	\$ 2,215,000	\$ 45,000	2.07%
TRANSFERS IN				
TOTAL TRANSFERS IN	\$ -	\$ -	\$ -	0.00%
TOTAL FUNDS BUDGETED	\$ 2,170,000	\$ 2,215,000	\$ 45,000	2.07%

LAMAR INSTITUTE OF TECHNOLOGY

Table C. 2
 Auxiliary Funds
 Budgeted Expenditures
 Year Ended August 31, 2013

ITEM DESCRIPTION	FY 2012 APPROVED BUDGET	FY 2013 PROPOSED BUDGET	AMOUNT CHANGED	PERCENT VARIANCE	
EXPENDITURES					
Student Services LIT Activities	\$ 700,000	\$ 850,000	\$ 150,000	21.43%	1
Health Center to Beaumont	235,000	250,000	15,000	6.38%	
Student Center to Beaumont	235,000	235,000	0	0.00%	
Parking	160,000	180,000	20,000	12.50%	
Snack Bar - Megabytes	240,000	240,000	0	0.00%	
Student Service Contingency	600,000	460,000	(140,000)	-23.33%	2
TOTAL EXPENDITURES	\$ 2,170,000	\$ 2,215,000	\$ 45,000	2.07%	
TRANSFERS OUT					
	\$ -	\$ -	\$ -	0.00%	
TOTAL TRANSFERS OUT	\$ -	\$ -	\$ -	0.00%	
TOTAL BUDGETED EXPENDITURES AND TRANSFERS OUT	\$ 2,170,000	\$ 2,215,000	\$ 45,000	2.07%	

Note 1: Expansion of Student Services operations

LAMAR INSTITUTE OF TECHNOLOGY

**Table D
Higher Education Assistance Funds
Year Ended August 31, 2013**

ITEM DESCRIPTION	FY 2012 ADOPTED BUDGET	FY 2013 PROPOSED BUDGET	AMOUNT CHANGED	PERCENT VARIANCE
EDUCATION AND GENERAL FUNDS				
Budget requests - Various programs	500,000	500,000	0	0.00%
TOTAL RESIDENCE INSTRUCTION	\$ 500,000	\$ 500,000	\$ -	0.00%
PLANT FUNDS				
CAMPUS MASTER PLAN	\$ 25,000	\$ 25,000	\$ -	0.00%
MAJOR CONSTRUCTION PROJECTS RESERVES	3,000,000	4,000,000	\$ 1,000,000	33.33%
TOTAL PLANT FUNDS	\$ 3,025,000	\$ 4,025,000	\$ 1,000,000	0.00%
TOTAL BUDGETED HEAF Funds	\$ 3,525,000	\$ 4,525,000	\$ 1,000,000	28.37%

HEAF SUMMARY

Estimated Balance 09-01-12	\$ 8,000,000
Appropriations	2,332,463
Total Funding Available	\$ 10,332,463
Budgeted Expenditures:	
Education and General	\$ 500,000
Plant Funds	4,025,000
Total Expenditures	4,525,000
Estimated Balance 08-31-2013	\$ 5,807,463

LAMAR INSTITUTE OF TECHNOLOGY

**Table G.1
Auxiliary Operations
Intercollegiate Athletics
Year Ended August 31, 2013**

NOT APPLICABLE

Lamar Institute of Technology
Recapitulation of Budgeted Revenues, Expenditures, Transfers, and Use of Reserves
For Fiscal Year Ending August 31, 2013

	Estimated Revenues	Transfers In	Budgeted Expenditures	Transfers Out	Total Budget	Net Transfers *	Budgeted Use of Reserves
Lamar Institute of Technology							
Educational & General Designated	\$16,195,178	\$800,000	-\$14,068,888	-\$2,926,290	-\$16,995,178	-\$2,126,290	-
Auxiliary Enterprises	6,091,000	570,000	-5,054,295	-1,606,705	-6,661,000	-1,036,705	-
	2,215,000	0	-2,215,000	0	-2,215,000	0	-
Total	\$24,501,178	\$1,370,000	-\$21,338,183	-\$4,532,995	-\$25,871,178	-\$3,162,995	-

Estimated Revenues	\$24,501,178
Budgeted Use of Reserves	0
Total Budgeted Sources	\$24,501,178
Budgeted Expenditures	-\$21,338,183
Net Transfers	-3,162,995
Total Budgeted Uses	-\$24,501,178
Budgeted Expenditures	-\$21,338,183
Transfers Out	-4,532,995
Total Budget	-25,871,178
Transfers In	1,370,000
Total Budgeted Uses	-\$24,501,178

Excludes Service Departments (if any)
Transfers between Current Unrestricted Funds in Budget
Total Budgeted Sources

* Net Transfers = Transfers for Capital Improvements, Debt Service, and TSUS Administrative Costs

	Net Transfers
Transfer to Non-Current Fund from Table A-2	-2,126,290
Transfer to Non-Current Fund from Table A-2	0
Transfer to Non-Current Fund from Table B-2	-1,036,705
Transfer to Non-Current Fund from Table B-2	0
Transfer to Non-Current Fund from Table C-2	0
Transfer to Non-Current Fund from Table C-2	0
Net Transfers	-3,162,995

Texas State University System
Lamar Institute of Technology
Matrix of Budgeted Operating Expenses Reported by Function
For the Fiscal Year 2013

Operating Expenses	Instruction	Research	Hospitals and Clinics	Public Service	Academic Support	Student Services	Institutional Support	Operation and Maintenance of Plant	Scholarship and Fellowships	Auxiliary Enterprises	Depreciation and Amortization*	Total Expenses
Cost of Goods Sold	7,053,000.00			223,000.00	199,000.00	533,000.00	1,546,000.00	353,000.00		72,000.00		9,979,000.00
Salaries and Wages	1,800,000.00			38,000.00	35,000.00	84,000.00	340,000.00	81,000.00		20,000.00		2,398,000.00
Payroll Related Costs				300,000.00								300,000.00
Professional Fees and Services												0.00
Federal Grant Pass-Through Expense												0.00
State Grant Pass-Through Expense												0.00
Travel	56,000.00			6,000.00	8,000.00	42,000.00	44,000.00	2,000.00		24,000.00		182,000.00
Materials and Supplies	600,000.00			80,000.00	10,000.00	160,000.00	200,000.00	50,000.00		44,000.00		1,144,000.00
Communications and Utilities	475,000.00			2,000.00		400,000.00	400,000.00	350,000.00				1,227,000.00
Repairs and Maintenance	125,000.00			20,000.00		120,000.00	120,000.00	393,000.00				658,000.00
Rentals and Leases							100,000.00					100,000.00
Printing and Reproduction												0.00
Depreciation and Amortization*												0.00
Bad Debt Expense												0.00
Interest												0.00
Scholarships									580,000.00			580,000.00
Claims and Judgments												0.00
Other Operating Expenses	2,064,112.00			645,000.00	146,000.00	215,000.00	530,071.00			1,170,000.00		4,770,183.00
Total Operating Expenses	12,173,112.00	0.00	0.00	1,314,000.00	398,000.00	1,034,000.00	3,280,071.00	1,229,000.00	580,000.00	1,330,000.00	0.00	21,338,183.00

Institution Code: 789

Institution Name: Lamar Institute of Technology

A	B	C	D	E	F	G	H	I	J	K	L	M	
Name	Position	Funding Source	Salary (09/01/12)	Percentage Salary Increase Over FY 2012	Cash Bonuses	Nonsalary Benefits FY 2013				Other	Non-Cash Compens ation	Total Compens ation	Explanation / Comments
						Practice Plan Benefits	Housing Allowance	Car Allowance					
Paul Sztuch	President	General Revenue	\$65,945	0.00%	\$0	\$0	\$7,200	\$0	\$720	\$0	\$73,865	Longevity	
		Other E& G Income	\$0	0.00%	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
		Total	\$124,145	4.00%	\$0	\$0	\$7,200	\$0	\$720	\$0	\$0	\$73,865	
Sam Williams	Vice President Workforce Training	Designated	\$190,090	4.00%	\$0	\$0	\$18,000	\$0	\$1,920	\$5,940	\$142,805	Non-cash automobile provided/Other Cell Allowance	
		General Revenue	\$117,575	3.00%	\$0	\$0	\$0	\$0	\$4,800	\$0	\$122,375	Other Longevity	
		Revolving Funds Designated	\$0	0.00%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total	\$117,575	3.00%	\$0	\$0	\$0	\$0	\$0	\$1,920	\$6,720	\$0	\$124,295	Other Cell Allowance	
Jonathan Wolfe	Vice President Finance and Operations	General Revenue	\$140,937	5.62%	\$0	\$0	\$0	\$0	\$2,400	\$0	\$143,337	Other Longevity	
		Revolving Funds	\$0	0.00%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
		Designated	\$0	0.00%	\$0	\$0	\$0	\$0	\$1,920	\$0	\$1,920	Other Cell Allowance	
Total	\$140,937	5.62%	\$0	\$0	\$0	\$0	\$0	\$4,320	\$0	\$145,257			
David Mosley	Coordinator of Institutional Research and Grants	General Revenue	\$95,579	5.20%	\$0	\$0	\$0	\$0	\$2,640	\$0	\$98,219	Other Longevity	
		Revolving Funds	\$0	0.00%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
		Designated	\$0	0.00%	\$0	\$0	\$0	\$0	\$1,920	\$0	\$1,920	Other Cell Allowance	
Total	\$95,579	5.20%	\$0	\$0	\$0	\$0	\$0	\$4,560	\$0	\$100,139			
Vivian Jefferson	Vice President Student Services	General Revenue	\$90,000	8.88%	\$0	\$0	\$0	\$0	\$480	\$0	\$90,480	Other Longevity	
		Revolving Funds	\$0	0.00%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
		Designated	\$0	0.00%	\$0	\$0	\$0	\$0	\$1,920	\$0	\$1,920	Other Cell Allowance	
Total	\$90,000	8.88%	\$0	\$0	\$0	\$0	\$0	\$2,400	\$0	\$92,400			
Betty Reynard	Vice President Academic Affairs	General Revenue	\$111,448	6.34%	\$0	\$0	\$0	\$0	\$3,840	\$0	\$115,288	Other Longevity	
		Revolving Funds	\$0	0.00%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
		Designated	\$0	0.00%	\$0	\$0	\$0	\$0	\$1,920	\$0	\$1,920	Other Cell Allowance	
Total	\$111,448	6.34%	\$0	\$0	\$0	\$0	\$0	\$5,760	\$0	\$117,208			