DELAWARE TECHNICAL AND COMMUNITY COLLEGE
ANNUAL REPORT

FOR THE FISCAL YEAR ENDED JUNE 30, 1971



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#### DOVER, DELAWARE 19901

PAUL K. WEATHERLY
PRESIDENT

302/678-4621

DELAWARE TECHNICAL AND COMMUNITY COLLEGE

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Compiled and submitted in accord with Section 24 of House Bill No. 200.

Submitted by,

Paul K. Weatherly

President

DELAWARE TECHNICAL & COMMUNITY COLLEGE

Faul K. Weathof

PKW/cs

November 15, 1971

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### Statutory Responsibility, Objectives Programs and Accomplishments

### I. Statutory Responsibility

Statutory responsibility of Delaware Technical and Community College is contained in House Bill 529 enacted in 1966. Briefly the purpose of the institution is to operate public institutions of learning for persons who have graduated from high school or are unable to attend public high schools.

### II. Objectives

- 1. Provide for the constantly changing educational needs in a constantly changing community.
- Provide curriculum closely related to the economic and professional realities of the community.
- 3. Develop a comprehensive community college with strong emphasis on occupational-technical skills and knowledge.
- 4. Insure that individuals of all ability levels have access to all programs.
- 5. Establish the college's identity as a significant member of the community.
- 6. Develop the individuals ability to contribute to the increase of the economic base of the community.
- 7. Promote interdisciplinary mix--facilitate student reactions and changing interests.
- 8. Establish in the minds of the community that the college belongs to them.
- 9. Develop a strong guidance system--help the student to attain useable educational goals.
- 10. Develop strong emphasis on attitude and motivation training.

### III. Programs, Goals & Accomplishments

Educational programs reflecting the objectives and statutory responsibility of the college are operational at the Georgetown

and Wilmington campuses of the college. Enrollment at the two campuses is steadily increasing and indications are that this pattern will continue in the future as new programs are added or existing programs are expanded to fulfill the needs of the State of Delaware. Although the number of requests for new or expanded programs from industry and professional civic groups indicate a success pattern, growth is somewhat limited by time and resources.

In concert with the statutory responsibility, a goal of the Board of Trustees is to establish educational institutions within reasonable commuting distance of every resident of the State of Delaware and to implement within these institutions an educational program which reflects the stated objectives of the college and the needs of the community served.

A contract has been awarded for the construction of a permanent facility in Wilmington, a five~story building containing approximately 102,000 sq. ft.

Plans are to proceed with two master planning studies, one in New Castle county as outlined in the January, 1969, report by the Board of Trustees and the second in Kent County as an outgrowth of the feasibility study by the State Planning Office.

STATEMENT OF AVAILABLE FUNDS, EXPENDITURES, AND BALANCES FISCAL OPERATIONS, FISCAL YEAR 1971

BEGINNING BALANCE:	\$\$	\$\$
General Fund Special Funds	-0- 1,721,724	
Sub-Total		1,721,724
RECEIPTS:		
General Fund	3,316,200	
Special Funds	6,018,266	
Sub-Total		9,334,466
TOTAL FUNDS	AVAILABLE	$\frac{9,334,466}{11,056,190}$
LESS EXPENDITURES:		
General Fund	3,281,677	
Special Funds	1,311,210	
Sub-Total		4,592,887
Balance		6,463,303
	General Fund	34,523
Carry-Over	LO F1=/4	0,428,780

#### REVENUE TO STATE OF DELAWARE

\$498,926 in day tuition was collected and deposited direct to the State Treasurer's General Fund Account.

# DELAWARE TECHNICAL AND COMMUNITY COLLEGE FUND 01 - GENERAL FUND DETAILED STATEMENT OF EXPENDITURES FISCAL OPERATIONS - FISCAL YEAR 1971

BEGINNING BALANCE:	<u>\$\$</u>	<u> </u>	\$\$
RECEIPTS: (Appropriation)			3,316,200
TOTAL AVAILABLE:			3,316,200
LESS EXPENDITURES:			
Salaries and Wages: Administrative Instructional Guidance Clerical Custodial & Maintenance	250,338 1,209,771 200,560 253,956 147,627		
TOTAL SALARIES & WAGES		2,062,252	
Fees & Personal Services: Architects, Engineer Related Educational Consultants Other, Personal Services	4,804 6,209 2,315		
TOTAL FEES & PERSONAL SERVICES		13,328	
Travel: Mileage Common Carrier Meals Lodging Other travel, misc. tolls, etc.	2,066 2,397 2,936 2,039 560		
TOTAL TRAVEL		9,998	
Contractual Services: Rental of Buildings University of Delaware Postage & Freight Telephone & Telegraph Electricity Gas Heating Fuel Insurance Equipment & Rental Building Repair & Maintenance Vehicle Repair & Maintenance Office Equipment Repair & Maint.	276,600 194,103 11,428 24,098 38,864 8,474 13,633 2,070 177,947 25,424 3,321 8,895		

	\$\$	\$\$	<u>\$\$</u>
Contractual Services: (Continu	ied)		
Printing & Binding	20,198		
Dues & Conference Fees	5,699		
Advertising	114		
Other Contractual Services	1,058		
TOTAL CONTRACTUAL	SERVICES:	811,926	
Supplies & Materials:			
Food	891		
Clothing & Uniforms	154		
Office Supplies	30,981		
Janitorial Supplies	10,848		
Educational Supplies	49,964		
Textbooks	350		
Motor Vehicle Accessories	1,006		
Motor Vehicle Gas & Oil	2,062		
Material for Building Repair	13,711		
Other Supplies	432		
TOTAL SUPPLIES &			
MATERIALS		110,399	
		110,377	
Capital Outlay:			
Office Equipment & Furniture	38,517		
Institutional Equipment & Furni	. 21,990		er un
Cars	4,563		
Shop Equipment & Tools	17,387		
Safety Equipment	94		
Equipment & Fixtures	1,088		
Communications Equipment	17,984		
Laboratory Equipment	109,704		
Library Books	15,465		
Land Improvements	46,367		
Other Capital	615		
TOTAL CAPITAL OUTL	AY	273,774	

TOTAL EXPENDITURES: 3,281,677
REVERTED TO GENERAL FUND: 34,523

### DELAWARE TECHNICAL AND COMMUNITY COLLEGE SPECIAL FUNDS

## STATEMENT OF AVAILABLE FUNDS AND EXPENDITURES FISCAL OPERATIONS - FISCAL YEAR 1971

	\$\$	\$\$
BEGINNING BALANCE:		
Federal Construction Assistance	60,647	
Federal Student Aid Programs	86,934	
Federal Training Programs	42,121	
Capital Improvement Programs	1,492,862	
Local Funds	39,160	
Sub-Total		1,721,724
RECEIPTS:		
Federal Construction Assistance	-0-	
Federal Student Aid Programs	35,268	
Federal Training Programs	166,178	
Capital Improvement Programs	5,585,249	
Local Funds	231,571	
Sub-Total		6,018,266
TOTAL AVAILABLE		7,739,990
LESS EXPENDITURES:		
Federal Construction Assistance	18,223	
Federal Student Aid Programs	116,937	
Federal Training Programs	110,824	
Capital Improvement Programs	871,692	
Local Funds	193,534	
Sub-Total		1,311,210
CARRY-OVER TO FY	Y-72	6,428,780

## DELAWARE TECHNICAL AND COMMUNITY COLLEGE FEDERAL CONSTRUCTION ASSISTANCE STATEMENT OF AVAILABLE FUNDS AND EXPENDITURES FISCAL OPERATIONS - FISCAL YEAR 1971

	<u>\$\$</u>
BEGINNING BALANCE: Consolidation of Funds 10 and 68	60,647
RECEIPTS:	-0-
Sub-Total	60,647
LESS EXPENDITURES:	18,223
CARRY-OVER TO FY-72	42,424

## DELAWARE TECHNICAL AND COMMUNITY COLLEGE FEDERAL STUDENT AID PROGRAMS STATEMENT OF AVAILABLE FUNDS AND EXPENDITURES FISCAL OPERATIONS - FISCAL YEAR 1971

	<u> </u>	\$\$
BEGINNING BALANCE:		
Law Enforcement Education	34,915	
Education Opportunity Grants	15,249	
National Defense Student Loans	29,832	
College Work-Study Program	6,938	
Sub-Total		86,934
RECEIPTS:		
Law Enforcement Education	-0-	
Education Opportunity Grants	7,250	
National Defense Student Loans	979	
College Work-Study Program	27,039	
Sub-Total		35,268
TOTAL AVAILABLE	E	122,202
LESS EXPENDITURES:		
Law Enforcement Education	2/ 015	
Education Opportunity Grants	34,915 22,280	
National Defense Student Loans	29,554	
College Work-Study Program	30,188	
Sub-Total		116,937
CARRY-OVER TO F	FY-72	5,265

# DELAWARE TECHNICAL AND COMMUNITY COLLEGE FEDERAL TRAINING PROGRAMS STATEMENT OF AVAILABLE FUNDS AND EXPENDITURES FISCAL OPERATIONS - FISCAL YEAR 1971

	\$\$	<u> </u>
BEGINNING BALANCE:		
Vocational Education Fire and Police Training MDTA Programs, Southern Branch Handicapped Individual Library Progr College Library Assistance	34,235 2,210 5,599 ram 69	
Sub-Total		42,121
RECEIPTS:  Vocational Education Fire and Police Training MDTA Programs, Southern Branch Handicapped Individual Library Programs College Library Assistance	86,760 10,325 69,093 -0-	
Sub-Total		166,178
TOTAL AVA	ILABLE	208,299
LESS EXPENDITURES:		-4
Vocational Education Fire and Police Training MDTA Programs, Southern Branch Handicapped Individual Library Progr College Library Assistance	43,221 6,374 61,160 ram 69	
Sub-Total		110,824
CARRY-OVE	R TO FY-72	97,475

# DELAWARE TECHNICAL AND COMMUNITY COLLEGE CAPITAL IMPROVEMENT PROGRAMS STATEMENT OF AVAILABLE FUNDS AND EXPENDITURES FISCAL OPERATIONS - FISCAL YEAR 1971

	<u> </u>	\$\$
BEGINNING BALANCE:		
Southern Branch Master Plan	10,000	
Construction, Urban Branch	-0-	1
Land Acquisition, Suburban Branch	17	
Land Acquisition, Georgetown Branch	18,500	
Land Acquisition, Wilmington Branch	1,367,801	
Northern Urban Branch Design Lab and Bookstore Renovation	96,544	
Lab and Bookstore Renovation	-0-	
Sub-Total		1,492,862
RECEIPTS:		
Southern Branch Master Plan	-0-	
Construction, Urban Branch	5,509,000	
Land Acquisition, Suburban Branch	26,249	
Land Acquisition, Georgetown Branch	-0-	
Land Acquisition, Wilmington Branch	-0-	
Northern Urban Branch Design	-0-	
Lab and Bookstore Renovation	50,000	9
Sub-Total		5,585,249
TOTAL AVAILA	BLE	7,078,111
LESS EXPENDITURES:		
Southern Branch Master Plan	10,000	
Construction, Urban Branch	331,912	
Land Acquisition, Suburban Branch	5,017	
Land Acquisition, Georgetown Branch	18,500	
Land Acquisition, Wilmington Branch	411,214	
Northern Urban Branch Design	68,393	
Lab and Bookstore Renovation	26,656	
Sub-Total		871,692
CARRY-OVER T	O FY-72	6,206,419

# DELAWARE TECHNICAL AND COMMUNITY COLLEGE LOCAL FUND OPERATIONS STATEMENT OF AVAILABLE FUNDS AND EXPENDITURES FISCAL OPERATIONS - FISCAL YEAR 1971

	<b>\$\$</b>	<u>\$\$</u>
BEGINNING BALANCE:		
Evening Tuition Athletic Admissions	38,874 286	
Sub-Total		39,160
RECEIPTS:		
Evening Tuition Athletic Admissions	231,205 366	
Sub-Total		231,571
TOTAL AVAILABLE		270,731
LESS EXPENDITURES:		
Evening Tuition Athletic Admissions	192,882 652	
Sub-Total		193,534
CARRY-OVER TO FY-72		77,197

### NUMBER OF EMPLOYEES FY-69 TO FY-72

	FY-69	<u>FY-70</u>	<u>FY-71</u>	<u>FY-72</u>
Administrative	12	13	13	13
Instructional	82	84	103	113
Guidance	11	14	18	20
Clerical	25	34	38	47
Custodial-Maintenance	15	22	25	28
*Part-Time Equation	_14	20	_20	_16
	159	187	217	237

<sup>\*</sup> Eight part-time employees equate to one full-time employee.

## DELAWARE TECHNICAL AND COMMUNITY COLLEGE FORECAST OF EMPLOYEES

### FOR PERIOD FY-73 THROUGH FY-77

	<u>FY-73</u>	<u>FY-74</u>	<u>FY-75</u>	FY-76	<u>FY-77</u>
Administrative	13	19	22	28	30
Instructional	125	155	172	212	250
Guidance	22	30	34	42	48
Clerical	49	65	68	72	80
Custodial-Maintenance	30	40	44	54	60
*Part-Time Equation	_20	30	_30	_40	40
	259	339	370	448	508

<sup>\*</sup> Eight part-time employees equate to one full-time employee.

## FORECAST OF OPERATING EXPENDITURES FOR PERIOD FY-73 THROUGH FY-77

	<u>FY-73</u>	<u>FY-74</u>	FY-75	<u>FY-76</u>	<u>FY-77</u>
Total Salaries	\$3,101,467	\$4,337,813	\$4,967,764	\$6,075,000	\$6,900,000
All Other Costs	1,404,470	1,740,812	1,916,862	2,250,000	2,500,000
Capital Outlay	450,200	657,000	567,000	660,000	610,000
GRAND TOTAL	\$4,956,137	\$6,735,625	\$7,451,626	\$8,985,000	\$10,010,000
Breakdown by Program					
SOUTHERN BRANCH					
Salaries	\$1,249,524	\$1,374,476	\$1,511,923	\$1,650,000	\$1,800,000
Other Costs	522,050	464,255	510,680	550,000	600,000
Capital Outlay	143,155	150,000	150,000	150,000	150,000
Total Southern Branch	\$1,914,729	\$1,988,731	\$2,172,603	\$2,350,000	\$2,550,000
NORTHERN BRANCH					
Salaries	\$1,588,051	\$1,746,856	\$1,921,541	\$1,950,000	\$2,100,000
Other Costs	798,965	769,257	846,182	900,000	950,000
Capital Outlay	301,845	200,000	200,000	150,000	150,000
Total Northern Branch	\$2,688,861	\$2,716,113	\$2,967,723	\$3,000,000	\$3,200,000
DOVER OFFICE					
Salaries	\$ 263,892	\$ 290,281	\$ 319,300	\$ 350,000	\$ 400,000
Other Costs	83,455	91,800	100,000	100,000	100,000
Capital Outlay	5,200	7,000	7,000	10,000	10,000
Total Dover Office	\$ 352,547	\$ 389,081	\$ 426,300	\$ 460,000	\$ 510,000
WILM. CITY BRANCH					
Salaries		\$ 926,200	\$1,115,000	\$1,225,000	\$1,500,000
Other Costs		415,500	450,000	500,000	550,000
Capital Outlay		300,000	200,000	200,000	150,000
Total Wilm. City Branch		\$1,641,700	\$1,765,000	\$1,925,000	\$2,200,000
KENT COUNTY BRANCH					
Salaries			\$ 100,000	\$ 900,000	\$1,100,000
Other Costs			10,000	200,000	300,000
Capital Outlay			10,000	150,000	150,000
Total Kent Cty. Branch			\$ 120,000	\$1,250,000	\$1,550,000

### FORECAST OF CAPITAL IMPROVEMENT PROGRAMS FOR PERIOD FY-73 THROUGH FY-77

	<u>FY-73</u>	FY-74	FY-75	FY-76	FY-77
Northern Branch Suburban Campus	\$4,000,000	\$4,000,000	\$4,000,000	\$ -0-	\$ -0-
Southern Branch Skill Training Center	1,500,000				
Kent County Branch Campus		5,000,000	3,200,000		
Southern Branch Student Center and Library			144,000	1,296,000	
*Northern Branch Urban Campus			400,000	_3,600,000	4,000,000
	\$5,500,000	\$9,000,000	\$7,744,000	\$4,896,000	\$4,000,000

\*First Phase Building funded in FY-70 and FY-71 for a total of \$8,151,000.

