

# COMMITTEE OF BAR EXAMINERS

## OPEN SESSION AGENDA ITEM

**AGENDA ITEM:** March 2018 O-300

**DATE:** March 6, 2018

**TO:** Subcommittee on Operations and Management

**FROM:** Greg Shin, Program Manager, Operations and Management

**SUBJECT:** FINANCIAL ANALYSIS REPORT AS OF DECEMBER 31, 2017

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The following is a summary of the revenue and expense figures for the Admissions Fund, as of December 31, 2017. Revenues and expenses for the same period in 2016 were \$20,461,243 and \$20,294,013 respectively.

	YTD thru 12/31/2017		
	Actual	Budget	Variance to Budget Fav/(Unfav)
Revenues	\$21,529,890	\$22,303,700	\$(773,810)
Expenses	\$20,913,578	\$21,455,561	\$541,983

Year-end revenues came in under budget by approximately \$770,000 which was offset by an expense savings of approximately \$540,000. To highlight a few items from 2017, the Admissions fund started to realize some of the savings from the implementation of the 2-day exam format with the July 2017 Bar Exam (the full year of potential savings will be seen starting with 2018). While there were approximately 1,000+ more applicants than originally budgeted that applied to take the July 2017 Bar Exam which resulted in an increase to revenues, more/last minute expenses had to be incurred to accommodate the higher testing population. In addition, the 2017 expenses also reflect the Bar exam studies that took place throughout the year as well as higher expenses for fingerprinting due to the new protocols implemented in 2017.

Below is a summary of the 2017 and 2016 December YTD expenses for key functions within Admissions.

Cost Centers	2017 YTD Actual	2016 YTD Actual
Admissions Overhead	\$999,907	\$642,562
Admissions Operations	\$8,977,868	\$8,861,151
Admissions Administration	\$827,049	\$817,998
Law School Regulation	\$352,148	\$323,526
Examination Development	\$797,905	\$941,011
Examination Grading	\$2,144,497	\$2,349,359
Moral Character Determinations	\$1,365,580	\$1,481,250