

COMMITTEE OF BAR EXAMINERS

OPEN SESSION AGENDA ITEM

AGENDA ITEM: May 2018 – O-301

DATE: May 18, 2018

TO: Subcommittee on Operations and Management

FROM: Greg Shin, Program Manager, Operations and Management

SUBJECT: FINANCIAL ANALYSIS REPORT AS OF FEBRUARY 28, 2018

The following is a summary of the revenue and expense figures for the Admissions Fund, as of February 28, 2018. Revenues and expenses for the same period in 2017 were \$6,880,366 and \$2,177,834 respectively.

	YTD thru 2/28/2018		
	Actual	Budget	Variance to Budget Fav/(Unfav)
Revenues	\$2,672,428	\$7,190,797	\$(4,518,369)
Expenses	\$2,082,341	\$2,515,935	\$433,594

Year-to-date revenues are under budget by approximately \$4.5 million due to a timing issue. Revenues for the February 2018 Bar Examination that were collected in 2017 should have been moved over to the 2018 Financials but hasn't been done yet. Finance is aware of this issue and the revenues should be adjusted accordingly in the March 2018 financial reports.

Below is a summary of the 2018 and 2017 February YTD expenses for key functions within Admissions. In 2018, the interfund allocation is being charged to each cost center vs. at the fund level so the 2018 numbers below will be higher than 2017's.

Cost Centers	2018 YTD Actual	2017 YTD Actual
Admissions Overhead	\$174,916	\$101,445
Admissions Operations	\$815,560	\$746,481
Admissions Administration	\$214,511	\$116,751
Law School Regulation	\$80,962	\$48,479
Examination Development	\$91,895	\$55,853
Examination Grading	\$175,436	\$50,097
Moral Character Determinations	\$369,955	\$226,828