

April 16, 2015

Board of Governors



AGENDA

FSU BOARD OF GOVERNORS' MEETING
APRIL 16, 2015, 9:00 A.M.
LOCATION: BOARD ROOM, 3RD FLOOR FALCON CENTER
1201 LOCUST AVENUE, FAIRMONT, WV



- I. **CALL TO ORDER**
 - A. Roll Call
 - B. Public Comment
 - C. Approval of Agenda*Action Item*

- II. **APPROVAL OF MINUTES OF FEBRUARY 19, 2015**.....*Tab 1 Action Item*

- III. **CHAIRMAN'S REPORT**
 - A. Donor Recognition and Lego Competition

- IV. **PRESIDENT'S REPORT**

- V. **REPORTS AND PRESENTATIONS**
 - A. Foundation (Will Armistead)
 - B. Construction Project Updates (Tom Tucker)

- VI. **CONSENT AGENDA**.....*Tab 2 Action Item*
 - A. Capital Projects Update FY 2015
 - B. Approval of Financial Reports (Month Ending 1/31/15)

- VII. **ACADEMIC AFFAIRS/ADMISSIONS COMMITTEE** (John Myers, Chair)
 - A. Approval of the following Program Reviews: Bachelor of Science in Criminal Justice, Bachelor of Arts in English, Bachelor of Arts in Studio Art, and Regents Bachelor of Arts.....*Tab 3 Action Item*

- VIII. **ATHLETIC AFFAIRS COMMITTEE** (Frank Washenitz, Chair)

- IX. **BOG OPERATING PROCEDURES COMMITTEE** (Ron Tucker, Chair)

- X. **ENROLLMENT/HOUSING-STUDENT LIFE COMMITTEE** (Dixie Yann, Chair)

- XI. **STUDENT HOUSING COMMITTEE** (Aaron Hawkins, Chair)

- XII. **FINANCE COMMITTEE** (Mark Pallotta, Chair)
 - A. Approval of 2015-2016 Tuition and Fee, Room and Board Fee.....*Tab 4 Action Item*
 - B. Approval of Policy #60 – Email Established As An Official Form of Communication (Comment Period Over).....*Tab 5 Action Item*
 - C. Approval of Housing 30-Year Master Plan Update and 2016 Budget Plan Approval (Auxiliary Enterprise).....*Tab 6 Action Item*

- XIII. **EXECUTIVE COMMITTEE** (Ron Tucker, Chair)

- XIV. **POSSIBLE EXECUTIVE SESSION** - Under the Authority of West Virginia Code §6-9A-4-2b To Discuss Property Issues

- XV. **ADJOURNMENT**

NEXT MEETING: MAY 14, 2015, AT 9:00 A.M.,
LOCATION: BOARD ROOM, FALCON CENTER 3RD FLOOR
1201 LOCUST AVENUE, FAIRMONT, WV

Tab 1



FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS
MEETING MINUTES
FEBRUARY 19, 2014
BOARD ROOM, 3RD FLOOR FALCON CENTER
1201 LOCUST AVENUE, FAIRMONT, WV

I. CALL TO ORDER

A. Roll Call

Chairman Ron Tucker convened a meeting of the Fairmont State University (FSU) Board of Governors on February 19, 2015, beginning at approximately 9:00 a.m. in the Board Room, 3rd Floor Falcon Center, 1201 Locust Avenue, Fairmont, West Virginia.

At the request of Chairman Tucker, Judy Biafore conducted a roll call of the Board of Governors. Present for the meeting were board members Holly Fluharty, Kelly Humphreys, Bob Mild, John Myers, Mark Pallotta, Bryan Towns, Ron Tucker, Frank Washenitz, and Dixie Yann. John Schirripa participated by conference call. Chris Courtney was present following the roll call and Aaron Hawkins was absent. Also in attendance were President Rose and President's Council members Christina Lavorata, Van Dempsey, Kaye Widney, Ann Booth, John Lympany, and Rick Porto. Athletic Director, Tim McNeely, Assistant Vice President for Facilities, Tom Tucker, Construction Manager, Stephanie Slaubaugh, and Will Armistead, President of the Fairmont State Foundation, also attended.

B. Public Comment

Frank Washenitz reported no one signed up for public comment.

C. Approval of Agenda

Bryan Towns made a motion to approve the agenda. Bob Mild seconded. The motion passed.

II. APPROVAL OF MINUTES OF DECEMBER 11, 2014

Dixie Yann made a motion to approve the minutes of December 11, 2014, and Bryan Towns seconded. The motion passed.

III. CHAIRMAN'S REPORT

- A. Chairman Tucker welcomed the new member of the Board of Governors, Kelly Humphreys, to her first official meeting.
- B. Chairman Tucker reminded everyone of the 10th Anniversary Celebration of the Falcon Center immediately following the meeting.
- C. He stated that the men's and women's basketball teams are doing well and will play again tonight.
- D. Chairman Tucker reported that Fairmont State University participated in College Goal Sunday last week. Students and families received help in completing the FAFSA which is required for students requesting financial aid and is also required for students to be eligible for the PROMISE scholarship. He stated that this is a valuable service for all students.

IV. PRESIDENT'S REPORT

- A. President Rose reported that 4-week grades have been submitted and the semester is progressing well.
- B. She also announced that FSU's School of Education will partner with Webster County High School to recruit, educate, and retain the next generation of professional teachers. FSU will offer classes and an articulation agreement for those students to then enter the School of Education upon their graduation from high school.
- C. President Rose also reported that since the Feaster Center lost some seating when the new seats were installed (this past fall), the School of Nursing, after consultation with faculty and all 2-year and 4-year nursing students, will combine the pinning ceremony and conferring of degrees to occur on the same evening (Thursday, May 14, 2015).
- D. She also said she and several others, including members of the Fairmont State Foundation, the Fairmont State Alumni Board, President's Cabinet, Deans, Chairs, and Athletic Department employees participated in a fundraising training event on February 4, 2015.
- E. President Rose reminded those present that Campus Visitation Day will be March 28 (2015).

- F. President Rose stated that guest faculty member, Patricia Ruth Musick, is teaching Museum Studies this semester. She is also working on exhibits in the Great Room of Cultures at the (Frank and Jane Gabor) Folklife Center.

V. REPORTS AND PRESENTATIONS

Please Note: Item A. below was moved up on the agenda because the participants had class.

- A. Masters of Architecture Student Project (Christina Lavorata)

Dr. Christina Lavorata, Provost and Vice President for Academic Affairs, introduced Dr. Don Trisel, Dean of the College of Science and Technology, Dr. Bob Kelly, Coordinator of the Masters of Architecture program, Mr. Phil Freeman, Associate Professor of Architecture and overseer of the Dark Skies Project with Calhoun County, West Virginia, and Mr. Shae Strait, Masters of Architecture student, who is working on the Dark Skies Project with Mr. Freeman. Mr. Strait had a PowerPoint Presentation and brief overview of the project.

- B. Fairmont State Foundation (Will Armistead)

Will Armistead, President of the Fairmont State (FS) Foundation, reported that as of January 31 (2015) financial assets were \$21,544,920. He stated that several end of year gifts were received.

He said the change in assets from his last report was a result of \$246,000 in scholarships presented to the Financial Aid Office. He also reported that there was a \$160,000 net loss in unrealized gains.

Mr. Armistead stated that the Fairmont State Foundation has provided \$743,000 in scholarship assistance since the beginning of the fiscal year to this date.

He also reported that they met with Academic Affairs and Financial Aid earlier than usual this year (January) so that student financial aid could be packaged sooner.

Mr. Armistead thought the three hour fundraising workshop that was recently held provided the Foundation Board, Deans, and others with many great ideas.

He said that the Foundation Board has set some goals and priorities and one is to try to prioritize the donor lists in a manageable way. Also, the Annual Fund is a priority. A year-long program will be developed and they will use FSU's sesquicentennial as the backdrop for this campaign. He also said they have been working with the Colleges and Schools for a personalized giving option on their particular website where a button would be clicked to be able to give while visiting their website.

He also mentioned the opportunity for planned giving and said that a family member had called and said there would be \$75,000 coming in the next six months for the School of Nursing.

Mr. Armistead said that they are working with Rebecca Giorelli (Associate Professor of Information Science/Systems) and the Project Management class she teaches to create a social network presence with the Foundation and to better connect the Foundation to FSU.

He stated that the Foundation's contract with their investment manager will expire July 1 and the Foundation's Finance Committee is in the process of requesting proposals for those interested in the contract that will be awarded in April (2015). He also said there will be a request for proposals for Audit services.

He also said the Governance Committee is reviewing nominations to fill vacancies due to retirement. He said two or three members would be leaving the first of July (2015).

Mr. Armistead reported that the Scholarship Committee is working with the Deans to include donors and awardees in the College or School's awards ceremony.

He reported that the FSAA (Fairmont State Athletic Association) met and approved \$150,000 for scholarships for Athletics. Those monies are raised through the \$1,000 Club, Golf Tournaments, and the Hall of Fame Dinner.

C. Construction Project Updates (Stephanie Slaubaugh, Tom Tucker)

Stephanie Slaubaugh, Construction Manager, gave an update on the various projects that are currently underway on campus and at the Gaston Caperton Center in Clarksburg. Weekly updates are available online at: <http://www.fairmontstate.edu/adminfiscalaffairs/physical-plant/construction-projects>.

D. Sesquicentennial Presentation (Ann Booth, Jeremy Entwistle)

Ann Booth, Director of Communications, presented a 30 second video and then introduced Jeremy Entwistle, Sculptor Professor, and Kylie Ford, Sculptor Student, to explain the special commemorative piece poured from cast iron with the FSU logo and the special piece that will be poured for the time capsule.

VI. CONSENT AGENDA

Dixie Yann moved to accept the following Consent Agenda:

- A. Capital Projects Update 2015
- B. Approval of Financial Report (Months Ending (10/31/14 and 11/30/14)

John Myers seconded. The motion passed.

VII. ACADEMIC AFFAIRS/ADMISSIONS COMMITTEE (John Myers, Chair)

Mr. John Myers, Chair of the Academic Affairs/Admissions Committee, stated that he had no further report at this time, but Dr. Lavorata would have material on the evaluation of staffing and programs either for the next meeting or the one that follows.

VIII. ATHLETIC AFFAIRS COMMITTEE (Frank Washenitz, Chair)

Mr. Frank Washenitz, Chair of the Athletic Affairs Committee, asked that Tim McNeely, Athletic Director, give an update concerning athletic affairs.

Mr. McNeely stated that the basketball teams have been successful this year and have been ranked much of the time. He said winter sports are coming to a close and spring sports, such as baseball, are starting.

Mr. McNeely introduced Mr. Bob Cable, Athletic Trainer, and congratulated him for receiving the Mid-Atlantic Athletic Trainers' Association Service Award.

IX. BOG OPERATING PROCEDURES COMMITTEE (Ron Tucker, Chair)

Chairman Tucker stated there were no items to bring forth by the BOG Operating Procedures Committee.

X. ENROLLMENT /HOUSING – STUDENT LIFE COMMITTEE (Dixie Yann, Chair)

- A. Dixie Yann, Chair of the Enrollment Committee, asked Kaye Widney, Vice President for Student Services, to provide an update. Ms. Widney reviewed the following report which was also distributed to the Board:

FSU BOARD OF GOVERNORS
ENROLLMENT/HOUSING/STUDENT LIFE
COMMITTEE SUMMARY REPORT
February 19, 2015

- *Enrollment Activity Spring 2015:*
 - Spring enrollment activity has ended and the latest enrollment report shows a 3,620 headcount. This is 6.48% fewer than last year.
 - 4 week grades are being posted for students who are having academic difficulty; Office of Retention will outreach to those students with information on tutoring services. Similar action will occur at mid-term with Help Center being set up in Turley to provide ready access to services for students who may have questions about what can be done to improve academically.
 - Scheduling for summer 2015 and fall 2015 will begin on March 30th for currently enrolled students.
 - Orientation/registration programs for entering students will begin on April 14th with Honors students and will continue with events on April 18, April 24, May 2, and into summer for all other new admits.

Admissions/Recruitment Activities:

- Spring CVD will be held on March 28th and registration is now open. As of Monday, we had 95 students and 221 guests in the system.
- Admissions counselors have attended 8 college fairs and conducted 147 campus visits since last full BOG meeting in December. They have participated in 9 high school visits and financial aid nights.

- 30 applicants for FSU McClain Scholarships are being interviewed during this two week period. 3 recipients will be selected from the group.
 - FSU hosted College Goal Sunday event on February 15th with 44 families filing FAFSAs.
 - For the first time, we are holding an "Admit_hDay" event on April 24 which will be a celebration of admission for students and guests. Those who attend will have small group activities with faculty members within their majors, attend a student activities fair, followed by opportunity to register for fall classes and meet with financial aid representatives.
 - Deans have been asked to designate 2-3 faculty members who will communicate with admitted students through hand-written notes, welcoming them into Fairmont State University academic community.
- *Financial Aid/Scholarship Activity:*
 - FSU Foundation released information on available scholarships earlier this year and Financial Aid Office has released application information to the various schools/colleges with the intent of getting awards out to students much earlier than previously done.
 - FAFSA information is being pulled into our system this week which is also at least one month earlier than in the past.
 - *Residence Life Update:*
 - Spring Occupancy rate is 83%, slightly ahead of last year
 - On-line housing satisfaction survey has been developed for use by residential students. It was released earlier this week and several responses have come in already.
 - Residence Life Director attended a hall meeting in order to address student concerns and respond to questions about housing policies.

XI. STUDENT HOUSING COMMITTEE (Aaron Hawkins, Chair)

Aaron Hawkins, Chair of the Student Housing Committee, was unable to attend this Board of Governors' Meeting.

Therefore, Mr. John Schirripa, also a member of the Student Housing Committee, presented Mr. Hawkins' report as follows:

Report of Student Housing Committee

TO: Fairmont State University Board of Governors
FROM: Aaron Hawkins, Chair
DATED FOR: February 12, 2015 (Executive Committee) &
February 19, 2015 (Full Board)
MEMBERS: Aaron Hawkins, Chair, Frank Washenitz, John Schirripa, and
Bryan Towns

This report is a follow-up from the last Board of Governors meeting on December 11, 2014. The committee continues to receive weekly reports from Stephanie on various projects, including the new College Park Apartment project. A Construction Committee review meeting was held on January 22, 2015, to review the final construction documents for the student housing project. We attended this meeting and had the opportunity to discuss the project. We have attached a copy of the meeting's agenda to be a part of this report. The agenda provides the key points of discussion which was led by Thom Worledge and Stephanie Slaubaugh.

During the meeting we confirmed that the areas of concern that were discussed at the last BOG meeting had been addressed and were part of the documents. We had additional questions regarding security. We were able to discuss in detail the state-of-the-art security system being utilized on this project to provide added safety to the students while giving the University additional controls to keep the buildings secure.

We also learned that the installation of LED lights and the new VRF HVAC system will provide significant energy savings while also providing controls for the University to monitor energy efficiencies.

A presentation will be made to the BOG in February to address the agreement between Dominion Gas and FSU for a new gas line to the new housing at no charge. Future presentations may be required but will be determined after the final bids are reviewed which are due on February 19, 2015, at 2:00PM. The committee was made aware of two items which will be addressed. First, the current bid package has LED lighting on the exterior and in common areas. Depending on the bids, we may be able to have LED lighting throughout the 3 buildings which includes the individual units. Stephanie is working on an arrangement with the electric company that could help make this feasible. Secondly, the current roof is black and we will be able to see the top of building. A TPO roof would allow for a colored roof to better match the exterior of the building and additional energy efficiency may also be possible. These two items could be approximately \$100,000 in value but may not cost any extra depending on the results of the bids.

Overall, the meeting was very informative. Since the meeting, we have been advised that a successful PRE-BID meeting was held on January 28, 2015, and the response was excellent. The next step in the process is to wait for the bid results. In the meantime, Stephanie will continue to give us weekly updates on the progress of the housing project.

Respectfully Submitted,
Aaron Hawkins, Chair

BOG Construction Committee
Review Meeting Agenda

January 22, 2015
2:00 pm

Type of Meeting: To review the final construction documents (drawings & specifications) for the housing project.

Meeting Facilitator: Thom Worlledge/ Stephanie Slaubaugh

Invitees: President Rose, Aaron Hawkins, John Schirripa, Frank Washenitz, Bryan Towns, Alicia Moore, Tim Rice, Tom Tucker, Rick Porto, Stephanie Slaubaugh, Thom Worlledge, Caitlin Norwish

- A. Project Site
1. Review project site utilities
 - a. The new gas line will be provided to the new facility by Dominion Gas at no charge to FSU. The agreement will be reviewed at the Finance Committee meeting and taken to the BOG in February for approval.
 2. Review requested path at Practice Field
 - a. Added path to provide direct access from new parking to Feaster Center. Estimated cost \$33,245.00 (includes lighting)
 3. Review new parking
 - a. New parking lots will have lighting
 - b. Number of total spaces approx. 294
 4. Review site amenities
 - a. Outdoor amphitheater with seating
 - b. Tunnel direct access to practice field
 - c. Contractor to provide project sign including large render

Fairmont State University Board of Governors
Meeting Minutes
February 19, 2015 - Cont'd

5. Review MS4 requirements

- a. Permitting required. Working with Triad on NPDES permit. Permitting fee \$1,800. Required signage.
- b. Rain gardens incorporated into design as well as trenching along new parking lots.

B. Buildings

1. Review basic floor plans

- b. Look at multi-use areas in Building 2
- c. Look at monitored entries in Building 1-2 and Building 3.
- d. Look at study rooms and gathering spaces
- e. Look at typical laundry room
- f. Look at standard units: semi suites, single apartment, double, and quad.

2. Review amenities

- a. Card swipe online locking system for added security.
- b. Infrastructure for future security camera system
- c. USB incorporated outlets
- d. Informative public TV locations

3. Review building systems

- a. VRF HVAC system- utility savings
- b. LED lighting- utility savings
- c. TPO roof- allows colored membrane

C. Updated Cost Estimate

- g. Total cost estimate for project as of 1/16/15, \$27,680,021
 - a. Building Cost- \$24,305,583; Site Cost- \$3,374,438

XII. FINANCE COMMITTEE (Mark Pallotta, Chair)

Mr. Mark Pallotta, Chair of the Finance Committee, gave an overview of the following items and stated that the Finance Committee had discussed them at their January 30 meeting and approved the items as presented.

Dixie Yann moved to accept the following:

- A. Temporary Parking Project

John Myers seconded. The motion passed.

John Myers moved to accept the following:

- B. Tobacco Free Policy Draft for 30-Day Comment Period

Chris Courtney seconded. The motion passed.

Bob Mild moved to accept the following:

- C. Approval Dominion Gas Line Extension Agreement

Frank Washenitz seconded. The motion passed.

John Myers moved to accept the following:

- D. Capital Projects 2015-2016

Chris Courtney seconded. The motion passed.

Bryan Towns moved to accept the following:

- E. Approval of Invoice for Additional Services from McKinley & Associates

Frank Washenitz seconded. The motion passed.

After rising from Executive Session, Dixie Yann made a motion to table the following item until the next Board of Governors' meeting (April 16, 2015):

- F. On Campus Student Housing Agreement

Mark Pallotta seconded. The motion passed.

XIII. EXECUTIVE COMMITTEE (Ron Tucker, Chair)

Chairman Tucker reported that the Executive Committee met last week (February 12, 2015) and they have no items to bring forth before the full Board.

XIV. POSSIBLE EXECUTIVE SESSION

Dixie Yann made a motion to go into Executive Session "Under the Authority of West Virginia Code §6-9A-4-2b" to discuss property issues.

Mark Pallotta seconded. The motion passed.

Bryan Towns made a motion to reconvene in open session. Dixie Yann seconded. The motion passed.

After rising from Executive Session and as previously noted in these minutes (under item XII. Finance Committee, F. On Campus Student Housing Agreement), Dixie Yann made a motion to table this item until the next Board of Governors' meeting (April 16, 2015). Mark Pallotta seconded. The motion passed.

XV. ADJOURNMENT

John Myers made a motion to adjourn the meeting. Dixie Yann seconded. The motion passed.

Ron Tucker _____ FSU Board of Governors' Chairman
Date

Dixie Yann _____ FSU Board of Governors' Secretary
Date

Tab 2

CAPITAL PROJECTS

FY 2015

Project	Project Budget	Encumbrances & Expenses	Available Project Budget	Project Updates
Academic Fund	\$ 159,312.93	\$ 86,244.41	\$ 73,068.52	Various Academic Projects throughout the year. Carry-over encumbrances from FY 14
Landscaping	\$ 100,000.00	\$ 63,178.58	\$ 36,821.42	Various Projects for FY 15
Small Projects	\$ 306,805.27	\$ 117,525.78	\$ 189,279.49	Various Projects for FY 15, Carry-over from FY 14
Aerospace Gutter Repairs	\$ 44,420.00	\$ 44,420.00	\$ -	Complete.
Aerospace HVAC Replacement	\$ 51,843.48	\$ 42,494.68	\$ 9,348.80	Complete.
Campus - ADA Restrooms	\$ 50,000.00	\$ 39,921.10	\$ 10,078.90	On-going project
Caperton Boiler & Temperature Controls	\$ 400,000.00	\$ 400,000.00	\$ -	Complete.
Caperton Waterproofing	\$ 166,412.50	\$ 141,792.50	\$ 24,620.00	Scheduling work to begin this Spring, weather permitting.
Hazardous Waste Building	\$ 40,000.00	\$ 30,024.56	\$ 9,975.44	Complete.
Infrastructure - Paving	\$ 332,662.26	\$ 248,062.88	\$ 84,599.38	Awaiting contract & Notice to Proceed.
Infrastructure - Merchant Street Retaining Wall	\$ 375,041.74	\$ 375,041.74	\$ -	Complete.
Physical Plant Expansion	\$ 160,000.00	\$ -	\$ 160,000.00	On Hold
School House Museum Repairs	\$ 70,000.00	\$ 16,000.00	\$ 54,000.00	Omni is finalizing specifications. Preparing to bid.

AUXILIARY CAPITAL PROJECTS

FY 2015

Project	Project Budget	Encumbrances & Expenses	Available Project Budget	Project Updates
Falcon Center - Miscellaneous Projects	\$ 6,365.40	\$ 3,595.90	\$ 2,769.50	Various Projects for Falcon Center
Falcon Center - Fitness Equipment	\$ 34,931.15	\$ 12,704.00	\$ 22,227.15	Various Projects for Falcon Center
Falcon Center - Pool Wall Repair	\$ 40,000.00	\$ -	\$ 40,000.00	Patch and paint drywall where delaminated.
Falcon Center - Furniture	\$ 65,481.00	\$ 29,453.91	\$ 36,027.09	Umbrella Tables Installed.
Feaster Center HVAC Pool Area	\$ 254,947.78	\$ 254,947.78	\$ -	Complete.
Feaster Center Natatorium Upgrades	\$ 752,500.00	\$ 752,500.00	\$ -	Complete.
Feaster Center Concrete Repair	\$ 81,033.68	\$ 81,033.68	\$ -	Complete.
Feaster Center Gym Floor & Bleacher Project	\$ 1,142,056.81	\$ 1,142,056.81	\$ -	Complete.
Feaster Center Athletics Hall of Fame	\$ 22,726.00	\$ 17,503.52	\$ 5,222.48	Complete.
Parking Garage Maintenance	\$ 50,055.00	\$ -	\$ 50,055.00	Maintenance of lower level decks.
Residence Halls - Morrow Hall Pump Replacement	\$ 29,570.00	\$ 29,570.00	\$ -	Complete.
Residence Halls - College Park Replacement	\$ 2,185,142.18	\$ 2,185,142.18	\$ -	Bids were received 2/26/15. Notice of Intent to award issued to low bidder.
Housing - Temporary Parking	\$ 110,000.00	\$ -	\$ 110,000.00	Awaiting contract & Notice to Proceed.
Residence Halls - Morrow Hall Façade Repairs	\$ 24,500.00	\$ 24,500.00	\$ -	Complete.
Residence Halls - Miscellaneous Projects	\$ 59,000.00	\$ 36,012.88	\$ 22,987.12	Morrow Ceiling Tiles, Pence Blinds, & Morrow AC Units
Campus Police Vehicle	\$ 9,000.00	\$ 9,000.00	\$ -	2 Used Vehicles for Campus Police

**Fairmont State University
Board of Governors
Financial Report
for the period ending January 31, 2015**

Unrestricted Fund:

At the end of January, the Unrestricted Fund budget deficit condition increased by \$21,777 from \$-1,270,918 to \$-1,292,694. The change is due to a student services position being changed to non-chargeback, and PEIA benefit expense increases due to employee coverage changes and positions becoming vacant.

At the end of January, tuition and fee revenue is at 92.18% of budget. Student Activity Support Revenue is at 82.80% of budget. Non-Operating Revenue is at 65.38% of budget. Total Operating Revenue is at 81.38% of budget. Operating Expenses is at 54.84% of budget and the actual condition at the end of January is a surplus of \$7,763,715.

As of this writing, we are working on finalizing with Athletic Department accounts receivable (Due To the E&G Fund) posting for the advance approved for the Feaster Center floor and bleacher project by the Board of Governors from the E&G Fund.

Auxiliary Fund:

The Auxiliary Fund budgeted transfer to reserve increased by \$8,942 from \$1,490,548 to \$1,499,490 primarily due to PEIA benefit budget increase in the facilities fund.

Operating Revenue is at 83.09% of budget. Operating Expense is at 56.33% of budget. The actual condition at the end of January is a surplus of \$4,444,949.

Restricted Fund:

New and existing grant awards is as follows:

WVCTCS Professional Development Grant Award \$7,542.00

Restricted revenue is at 72.55% of budget through the end of January. Non-operating revenue (Pell Grant) is at 74.10% of budget. Operating expenses is at 70.42% of budget. The actual condition at the end of January is a surplus condition of \$1,168,399.

Note: The surplus condition includes Promise funding received from the Higher Education Policy Commission to be disbursed to the student accounts as scholarships. The funding (because the funds are insufficient to cover the awards are being held until HEPC sends remaining amount due), is not being released to the students account. FSU student accounts currently are provided deferrals for their tuition and fees to the value of tuition and fee costs (where possible) and other financial aid available is released to the student that exceeds their costs.

Please find the attached financial reports for the month of January.

Fairmont State University
Actual vs Budget Statement of Revenues and Expenses
Current Unrestricted

As of January 31, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Tuition and Fees	24,295,118	23,615,782	21,770,173	92.18
	Student Activity Support Revenue	523,847	478,242	395,995	82.80
	Faculty Services Revenue	1,272,439	1,272,439	0	0.00
	Operating Costs Revenue	2,023,643	1,815,678	879,097	48.42
	Support Services Revenue	2,863,717	2,574,560	1,228,587	47.72
	Other Operating Revenues	339,741	367,970	241,788	65.71
	Total:	31,318,505	30,124,672	24,515,640	81.38
OPERATING EXPENSE	Salaries	24,577,287	24,664,756	12,635,056	51.23
	Benefits	5,903,380	6,027,893	3,047,635	50.56
	Student financial aid-scholarships	2,597,916	2,433,200	2,717,389	111.68
	Utilities	1,417,676	1,417,676	723,918	51.06
	Supplies and Other Services	7,206,875	7,201,800	4,598,983	63.86
	Equipment Expense	1,189,886	1,127,456	237,187	21.04
	Fees retained by the Commission	185,560	185,560	89,938	48.47
	Assessment for Faculty Services	1,107,466	1,053,034	0	0.00
	Assessment for Support Services	184,200	360,124	252,465	70.10
	Assessment for Student Activity Costs	375,898	355,634	293,424	82.51
	Assessment for Operating Costs	160,976	100,486	44,044	43.83
	Total:	44,907,121	44,927,619	24,640,038	54.84
OPERATING INCOME / (LOSS)		(13,588,616)	(14,802,947)	(124,398)	0.84
NONOPERATING REVENUE (EXPENSE)	State Appropriations	15,850,298	15,842,394	10,614,404	67.00
	Gifts	500	4,013	3,190	79.49
	Investment Income	25,245	25,245	6,995	27.71
	Assessment for E&G Capital & Debt Service Costs	(2,344,608)	(2,143,380)	(1,649,711)	76.97
	Total:	13,531,435	13,728,272	8,974,878	65.38
TRANSFERS & OTHER	Capital Expenditures	(163,219)	(119,338)	0	0.00
	Construction Expenditures	0	0	(1,054,280)	
	Transfers for Debt Service	(64,986)	(64,986)	(32,484)	49.99
	Transfers for Financial Aid Match	0	(81,239)	0	0.00
	Indirect Cost Recoveries	46,090	47,543	0	0.00
	Total:	(182,114)	(218,019)	(1,086,765)	498.47
BUDGET BALANCE		(239,295)	(1,292,694)	7,763,715	
Estimated Unfilled Position Savings:			881,510		
ADJUSTED BUDGET BALANCE			(411,184)		
* Add: PROJECTED UNRESTRICTED NET ASSETS - Beginning of Year		13,368,943	13,368,943		
Less: USE OF RESERVE		0	0		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		<u>13,129,648</u>	<u>12,957,759</u>		

* Projected Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2014 in the amount of \$7,938,885

Unrestricted Net Asset Balance is 29.76% of the current budget total operating expense.

Auxiliary
Actual vs Budget Statement of Revenues and Expenses
Board of Governors
As of January 31, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Auxiliary Enterprise Revenue	7,353,554	7,220,976	6,095,300	84.41
	Auxiliary Fees & Debt Service Support Revenue	5,534,213	5,174,764	4,257,067	82.27
	Other Operating Revenues	259,438	240,339	147,346	61.31
	Total:	13,147,205	12,636,079	10,499,713	83.09
OPERATING EXPENSE	Salaries	2,870,495	2,498,494	1,398,103	55.96
	Benefits	642,596	584,793	272,843	46.66
	Student financial aid-scholarships	579,914	589,914	424,991	72.04
	Utilities	765,305	835,305	421,607	50.47
	Supplies and Other Services	2,967,296	3,138,817	1,718,593	54.75
	Equipment Expense	87,509	71,739	112,058	156.20
	Total:	7,913,115	7,719,061	4,348,194	56.33
OPERATING INCOME / (LOSS)		5,234,091	4,917,018	6,151,519	125.11
NONOPERATING REVENUE (EXPENSE)	Gifts	0	8,318	5,545	66.66
	Interest on capital asset related debt	(141,279)	(141,279)	(77,440)	54.81
	Total:	(141,279)	(132,961)	(71,895)	54.07
TRANSFERS & OTHER	Capital Expenditures	(135,936)	(119,027)	(54,585)	45.86
	Transfers for Debt Service	(3,162,116)	(3,162,116)	(1,580,089)	49.97
	Transfers for Financial Aid Match	(3,425)	(3,425)	0	0.00
	Transfers - Other	766	0	0	
	Total:	(3,300,711)	(3,284,567)	(1,634,674)	49.77
BUDGET BALANCE - Projected Transfer to Reserves		1,792,101	1,499,490	4,444,949	
* Add: PROJECTED NET ASSETS - Beginning of Year		<u>9,780,324</u>	<u>9,780,324</u>		
Equals: PROJECTED NET ASSETS - End of Year		<u>11,572,425</u>	<u>11,279,814</u>		

* Projected Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2014 in the amount of \$943,130

* Auxiliary Net Assets are required to support future repair and replacement costs. Planning activities are in progress to document a 20 year plan to support each auxiliary enterprise capital repair/replacement need.

FAIRMONT STATE UNIVERSITY
Actual vs Budget Statement of Revenues and Expenses
Current Restricted
As of January 31, 2015

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE					
	Federal Grants and Contracts	23,005,263	23,744,853	17,900,175	75.39
	State/Local Grants and Contracts	6,935,203	7,471,278	4,598,972	61.56
	Private Grants and Contracts	1,735,358	1,789,858	1,447,868	80.89
	Other Operating Revenue			81	
	Total:	31,675,824	33,005,989	23,947,096	72.55
OPERATING EXPENSE					
	Salaries	547,237	920,288	403,297	43.82
	Benefits	67,230	142,067	53,662	37.77
	Student financial aid - scholarships	40,219,650	40,230,785	29,290,323	72.81
	Utilities	0	0	0	0.00
	Supplies and Other Services	780,086	1,600,898	375,442	23.45
	Equipment Expense	68,593	86,811	142,653	164.33
	Total:	41,682,796	42,980,849	30,265,377	70.42
OPERATING INCOME / (LOSS)		(10,006,972)	(9,974,860)	(6,318,281)	63.34
NONOPERATING REVENUE (EXPENSE)					
	Federal Pell Grant Revenues	10,000,000	10,000,000	7,410,418	74.10
	Gifts	2,307	2,307	0	
	Investment Income	0	0	0	
	Total:	10,002,307	10,002,307	7,410,418	74.09
TRANSFERS & OTHER					
	Capital Expenditures	(17,403)	(8,402)	(8,402)	100.00
	Transfers for Fin Aid Match	84,663	84,663	84,664	100.00
	Indirect Cost Recoveries	(17,539)	(58,653)	0	0.00
	Transfers - Other				
	Total:	49,721	17,608	76,262	433.11
BUDGET BALANCE		45,056	45,056	1,168,399	
* Add: RESTRICTED NET ASSETS - Beginning of Year		466,822	466,822		
** Equals: PROJECTED RESTRICTED NET ASSETS - End of Year		<u>511.878</u>	<u>511.878</u>		

Tab 3

ITEM: Approval of Program Review Recommendations

RECOMMENDED RESOLUTION: Resolved, that the Fairmont State University Board of Governors approve the degree program reviews Bachelor of Science in Criminal Justice, Bachelor of Arts in English, Bachelor of Arts in Studio Art, and Regents Bachelor of Arts.

STAFF MEMBERS: Christina Lavorata, Provost and Vice President for Academic Affairs, Academic Deans, Department Chairs

BACKGROUND: HEPC Title 133, Series 10, "Policy Regarding Program Review" requires each Governing Board to review at least every five years all programs offered at the institution(s) of higher education under its jurisdiction and in the review to address the viability, adequacy, necessity, and consistency with mission of the programs at the institution.

Bachelor of Science in Criminal Justice

Recommendation: *Continuation of the program at the current level of activity.*

The executive summary of the program review appears in the agenda, and the full text of the review, along with pertinent appendices, is available for review at the Board of Governors web site, <http://www.fairmontstate.edu/aboutfsu/board-governors/program-reviews>

Bachelor of Arts in English

Recommendation: *Continuation of the program at the current level of activity.*

The executive summary of the program review appears in the agenda, and the full text of the review, along with pertinent appendices, is available for review at the Board of Governors web site, <http://www.fairmontstate.edu/aboutfsu/board-governors/program-reviews>

Bachelor of Arts in Studio Art

Recommendation: *Continuation of the program at the current level of activity.*

The executive summary of the program review appears in the agenda, and the full text of the review, along with pertinent appendices, is available for review at the Board of Governors web site, <http://www.fairmontstate.edu/aboutfsu/board-governors/program-reviews>

Regents Bachelor of Arts

Recommendation: *Continuation of the program at the current level of activity.*

The executive summary of the program review appears in the agenda, and the full text of the review, along with pertinent appendices, is available for review at the Board of Governors web site, <http://www.fairmontstate.edu/aboutfsu/board-governors/program-reviews>

EXECUTIVE SUMMARY

for

PROGRAM REVIEW

Name and degree level of program:
Bachelor of Science in Criminal Justice

External Reviewer(s):
The Fairmont State University Bachelor of Science in Criminal Justice Program has had an advisory board in place since the mid-1980's. The board greatly assists with the continued evolution and development of the curriculum. The members of the advisory board consist of well-respected leaders from various specializations in the field of criminal justice.

Synopses of significant findings, including findings of external review:
The Bachelor of Sciences degree in Criminal Justice is designed to provide students with the necessary background to pursue careers in law enforcement, corrections, and investigations. The demand for educated practitioners in criminal justice continues to increase with the advancement of technology and changing societal conditions. This increase in demand has continued to grow and stabilize our program. The faculty members have been able to advance their teaching and scholarship by attending both national and regional conferences and workshops. Furthermore, many of our students have been able to attend and successfully compete in state and national competitions

The following findings have been developed in coordination with the faculty and the Criminal Justice Advisory Board:

1. Exceptional and caring faculty with real-world experience.

Most of the Criminal Justice faculty members have practice experience in their area of expertise. Students have indicated that having professors who have worked for a period of years in their field of expertise has enhanced their educational experience.

2. Faculty members devote a great deal of time advising and mentoring students.

The Bachelor of Science in Criminal Justice Program has been successful over the past five years retaining majors because of advisor involvement reviewing students GPA's, course schedules, and registration status. This is an incredible accomplishment considering most faculty members have over 90 advisees.

3. Growing enrollment, retention and graduation rates.

The advisory board suggested that students would benefit from real-world interactive training. Therefore, the Criminal Justice Program has purchased a firearms simulator. The simulator is only the fourth in the State of West Virginia. Yet is the most technologically advanced. It has already received media and community attention.

The Criminal Justice Program has also been able to recruit and retain students by providing opportunities for students to compete both locally and nationally in competitions. We have had great success at this. We have had national officers elected to the National Criminal Justice Honor Society. We have also won first place at the Academy of Criminal Justice Sciences National Crime Scene Competition three of the past four years.

4. Accessible faculty members and low student to faculty ratio.

The faculty members of the Criminal Justice Program are completely student-focused. They make sure they are available to meet with students. They not only provide assistance with course work. The faculty members also provide career guidance.

5. Low tuition costs.

Fairmont State University has one of the lowest tuition rates of all four-year state institutions in West Virginia. We strive to provide a quality education at a reasonable rate.

6. The success rate of graduates being accepted into top graduate programs.

Many of our students who apply to graduate programs are accepted. Most have found they are well prepared for graduate level course work.

7. The success rate of graduates finding professional employment.

Many of our students have found great success in obtaining employment upon graduation. Most find employment with federal, state and local agencies.

8. Continue to make progress in the area of program and course assessment.

The Criminal Justice Program assessment materials are stored in Taskstream. The assessment process has resulted in recent curriculum changes that will improve our program.

Plans for program improvement, including timeline:

The following plans for improvement have been developed in coordination with the faculty and the Criminal Justice Advisory Board:

1. Continuing to increase enrollment, retention and graduation rates are the major goals over the next five years. This will involve closely monitoring students and early advising efforts.
2. Continue to review assessment data for the program and all individual courses on an annual basis. After reviewing the data, continue to modify the curriculum to reflect assessment results.
3. Seek specialized accreditation (certification) from the Academy of Criminal Justice Sciences within five years. We will be the first institution in the State of West Virginia to receive this accreditation. However, this will only be possible with retaining and hiring at least two additional full-time tenured track faculty members.
4. Find space and launch a Criminal Justice laboratory within two years where students will be able to develop their firearm skills with the recently purchased small arms trainer. In addition, this space will provide space to learn crime scene investigative techniques among other essential functions of law enforcement.

Identification of weaknesses or deficiencies from the previous review and the status of improvements implemented or accomplished:

There were not any recommendations from the previous five-year program review. Nevertheless, the program of study has been incrementally revised in recent years to reflect needs in the field such as increasing and diversifying upper level course offerings, hiring a full-time academic advisor for the College of Liberal Arts to assist with recruitment and retention, and providing additional money for faculty professional development and technology.

There is a serious concern about the adequacy of facilities and technology. We struggle to find available classrooms. We also cannot find space for our Criminal Justice laboratory. Technology is also a concern. The Outlook program (i.e. university email) does not allow faculty to access their email accounts off-campus beyond a few minutes before

being disrupted. This seriously inhibits faculty and student communication. Also, the Blackboard online platform is scheduled to be replaced with a new online platform. If this indeed happens, this will be very beneficial for our faculty and the students enrolled in online courses. We live in a world where efficient technology is essential to both teach and communicate with students.

It is becoming increasingly difficult to maintain our outstanding reputation based on quality instruction and small class sizes without an adequate number of faculty members. The academic field of criminal justice has become increasingly competitive. More national and regional institutions are committing funds and resources towards their criminal justice discipline. We must have a strong commitment from this administration to retain current faculty at a respectable pay scale. Our criminal justice faculty members are constantly being recruited by other institutions because of their vast experience and credentials. We must also be authorized by this administration to recruit new faculty members as tenured-track professors. It is virtually impossible to attract and hire professors in this discipline without offering a tenured-track position and a respectable salary.

Five-year trend data on graduates and majors enrolled:

The Criminal Justice Program has grown because of the quality curriculum and staff.

**CRIMINAL JUSTICE
MAJORS AND GRADUATES BY ACADEMIC YEAR
(Available data)
AY 2009-2010 to AY 2013-2014**

	AY 09-10	AY 10-11	AY 11-12	AY 12-13	AY 13-14
MAJORS	294	244	280	293	303
GRADUATES	68	74	70	80	80

Summary of assessment model and how results are used for program improvement:

The Criminal Justice Program has made and continues to make great strides in the assessment area. The Criminal Justice Program and Fairmont State University document assessment materials in Taskstream. This program provides an archive for program documentation, and a database for program analysis and improvement. A review of the program's outcomes and assessments along with individual course outcomes and assessments have occurred over the past five years as part of the program's assessment plans. This assessment process is now embedded in the program and will continue. In addition, the Criminal Justice program has developed a required capstone course that will become part of the curriculum in academic year 2015-2016. This course will also help determine whether the program outcomes have been met.

The Criminal Justice Advisory Board also serves as an external assessment tool for our program. Suggestions made by the advisory board are implemented into our program and curriculum.

Data on student placement:

Little data exists on the specific job placement of Criminal Justice graduates to a national placement rate. The data regarding placement of Criminal Justice majors graduating from Fairmont State University from 2010-2014 has been collected primarily through personal contacts between faculty members and their former students and resulting requests for reference letters and background checks. This data indicates that nearly all of the graduates seek immediate employment upon graduation. However, some students enroll in graduate programs including Fairmont State University's Master of Science in Criminal Justice Program.

Those who join the workforce have obtained employment with the United States Navy, United States Air Force, United States Army, the Federal Bureau of Investigation, the United States Marshals Service, Federal Bureau of Prisons, mostly at the Gilmer, Hazelton, and Morgantown facilities. Also, graduates have found employment with the West Virginia State Police, the Maryland State Police, Fairmont City Police and Morgantown police.

Final recommendations approved by governing board:

Executive Summary for Program Review of Bachelor of Arts in English

Name and degree level of program. Bachelor of Arts in English

External reviewer.

Dr. Robert R. Bleil
Assistant Professor of English and American Studies
College of Coastal Georgia
Brunswick, Georgia 31520

Synopses of significant findings, including findings of external reviewer.

Dr. Bleil notes in his review, "You and your colleagues have transformed the English program since your last review on 1 February 2010, and the results of that transformation have tightly aligned the program goals with changes in the University curriculum, with the developing expectations of twenty-first century employers, and with many of the best practices in the field of English studies." Dr. Bleil went on to make four suggestions:

- Noting the decline in the number of students who enroll in the English program and the number who graduate, Dr. Bleil encouraged us to study factors that account for this drop and to find ways to address the loss of majors prior to graduation. He suggested, "The department may wish to consider developing additional minors or certificate programs that would allow students who do not complete the B.A. in English to still record their successes in English on their transcript. Such a system of experiential credit also allows small departments to record incremental successes in retention, progression, and graduation."
- Dr. Bleil asked us to emphasize the skills English majors gain in our classes: "The mission statement of the English program does not reflect the continued development of the program. Career paths in teaching, journalism, and even law are being upended by fundamental changes in the information economy, and recent surveys suggest that English degrees are more attractive to students, employers, and governing bodies when the degree clearly delivers skills in critical thinking, multimodal communication, intercultural communication, and analysis. Perhaps the mission statement could be revised to better reflect the presence of those qualities within the program."
- Commenting on the number of courses offered for a department of our size, Dr. Bleil wrote, "Perhaps the faculty would consider focusing the available options as a pathway to creating room for new courses that would permit greater flexibility. Greater flexibility would also allow the department to continually evaluate coverage needs."
- The last significant finding Dr. Bleil noted involved staffing. He pointed out that every member of the English faculty holds the Rank of Professor or Professor/Senior Level. "That concentration of senior faculty ultimately threatens the program because it does not adequately prepare the program for transition and development. Additional hires at the assistant and associate levels are an immediate need." Dr. Bleil also commented on the

meagerness of adjunct salaries; he pointed out that his institution, which is roughly three quarters the size of Fairmont State, offers adjunct salaries that are higher than those of Fairmont State.

Plans for program improvement, including timeline.

Our energies continue to focus on improving our assessment work. Our faculty have had a number of remarkable conversations each semester in the week before the term begins. These have helped us to recognize weaknesses in student writing and to implement changes to improve those deficiencies. We plan to continue these conversations, which have been quite productive. We need to continue to collect data and artifacts, and to file these in Taskstream.

We continue to prepare for staffing ENGL 1104, Written English I, and ENGL 1109, Technical Writing. We have developed accelerated sections of ENGL 1104 to help underprepared students enter college-level courses directly rather than taking one or more remedial courses. As the separation of Fairmont State and Pierpont Technical and Community College continues, we will need to offer more sections of these courses. A timeline for this process is difficult to determine because the current economic uncertainties make staffing hard to predict.

Identification of weaknesses or deficiencies from the previous review and the status of improvements implemented or accomplished.

No weaknesses or deficiencies were noted in the review completed five years ago. However, we have taken seriously the suggestions of Dr. Marie Mullins, who performed our previous external review. Following her recommendation in 2010, we have developed ENGL 2251, Introduction to Literary Studies, as a gateway course for English majors. Dr. Matthew Hokom has ably and successfully pioneered this course and continues to develop it with excellent student evaluations. We have continued to work on developing internships in a more systematic way, but changes in staffing of the Journalism faculty have slowed our effort in this area.

It is worth noting that we are still out of compliance with the standard of the National Council of Teachers of English (NCTE) which indicates that literature classes should have no more than twenty-five students; currently, our sophomore literature courses are capped at thirty.

Five-year trend data on graduates and majors enrolled.

The number of students graduating with the baccalaureate in English has remained stable. The total number of graduates from 2009 through 2014 was 32; the number in the previous five year period was 34. The number of majors enrolled has risen from 83 in 2004-10 to 103 in 2010-14.

Summary of assessment model and how results are used for program improvement.

Our assessment of the English program relies on three direct measures: course-level assessments, a departmental exam for majors, and a graduate portfolio. We meet regularly to discuss the data collected from these instruments. Faculty discussions resulted in a revision of the exam to make it reflect more accurately the program outcomes. Other discussions resulted in the elimination of ENGL 4490, Capstone, and the implementation of ENGL 2251, Introduction to Literary Studies. Our most significant discussions have focused our attention on improving the student writing that we see in their portfolios. These discussions echo Dr. Bleil's sense that our students gain "the sustained exposure to the requirements and norms of the discipline that would demonstrate proficiency at the time of graduation."

Data on student placement (for example, number of students employed in positions related to the field of study or pursuing advanced degrees).

Fewer of our graduates go on to graduate school, but that may be a very good development because there continues to be a glut of people with Ph.D.'s in English. As Dr. Elizabeth Savage noted, "Only our very best students should go on to graduate studies, given the lack of full-time teaching jobs." More of our graduates are entering the business world, utilizing the reading, analytical, and writing skills that they have developed as English majors.

Final recommendations approved by governing board

Executive Summary for Program Review

(not to be more than 2-3 pages)

Name and degree level of program- Bachelor of Fine Arts - Studio Art

External reviewer(s) Joseph

Lupo

Associate Professor of Art

Graduate Studies

Coordinator School of Art and

Design West Virginia

University

Synopses of significant findings, including findings of external reviewer(s)

This report represents the first Program Review for the Bachelor of Arts Degree in Studio Art since its inception beginning with the 2007-08 academic year.

History

The BA in Studio Art was developed to meet two factors: student demand and requests from the Fairmont State University School of Education for more content expertise among graduates. Developed to meet the intentions and objectives as indicated by the original proposal (*Appendix A*) and leading towards the elimination of the former BA in Contemporary Fine Arts Technology Degree which had been deemed "Murky, confusing and an entire reexamination of this program was required" by an external review by Joseph Lupo from WVU of that degree as well as indicated within the details referenced below from the proposal for elimination.

Additional Details of the program's history are included in Appendix A

National Standards

As indicated, this is the first review of the BA Studio Art Program. It should be noted that the Faculty of the Department of Art are responsible for all ART classified courses which serve both the BA Studio Art and the BA Art Education Degrees and that a significant majority of required courses within the BA Studio Art Degree are also required courses within the BA Art Education Degree.

In both cases these curriculums align with the requirements of the National Association of Schools of Art and Design (NASAD) for both types of degrees.

In the case of the BA Art Education Degree the curriculum aligns with accreditation requirements from the Council for Accreditation of Educator Preparation (CAPE - *formerly NCATE*) and was recently reviewed and approved as a part of the FSU School of Education's recent successful reaccreditation.

CONSISTENCY WITH MISSION

The art department, curriculums and activities are designed align with the missions of FSU & the School of Fine Arts by providing the highest level of professional education for the creative artist, art teacher, and the scholar of the arts, and to play a major role in the cultural life of the college campus and the community.

Beyond the courses of study within the BA Studio Degree the Art Department has within the missions organized and financially supported annual museum / gallery trips to major cities open to all Art majors at a minimal cost so that they may gain a broader view of the art world. Art majors have also participated in many of the annual international study / travel programs organized by the FSU Honors program. Several art department faculty have served as lead faculty on a number of these trips.

Within the missions, the Art Department produces an average of nine art exhibitions in the James Brooks Gallery at FSU each academic year. Exhibitions include those by guest artists, Faculty, Student Senior Capstone exhibitions and Juried Student Group exhibitions. Additionally, the department has recently entered into an agreement with the Fairmont Community Development Partnership to develop a student driven gallery space "Gallery 517" in the new Business Accelerator on Fairmont Avenue.

(The outside reviewer has mentioned that few programs challenge their undergraduate students to develop and create a large enough body of work to support a solo senior exhibition. With most programs only require less rigorous group shows, He sees this as a sign of the program's strength).

Students are regularly supported and mentored in their applications for regional and national art exhibitions, nationally recognized intensive summer study programs, artist residences and graduate level studies in alignment with the missions.

Curriculum

A number of required courses within the degree also serve as required courses within these degrees:

BA Art Education, BS Graphics Technology, AAS Degree Graphics Technology.

A number of required courses within the degree also serve as approved campus wide "General Studies" courses.

Costs

Costs for the program have fluctuated over the course of the degree's history reflective of changes in full time tenure, temporary positions & promotions. Part Time / Adjunct costs have increased from \$4560 in 2007 to \$34,849 in 2014.

Plans for program improvement, including timeline

Ongoing:

- Focus on recruitment efforts.
- Service based outreach to area k-12 schools.
- Regular assessment of Program, Curriculum & department wide art related activity needs to drive graduate success rates.

Identification of weaknesses or deficiencies from the previous review and the status of improvements implemented or accomplished

This is the first Program Review for the Bachelor of Arts Degree in Studio Art.

The department however has been continually developing and implementing focused efforts of improvements in a number of areas:

Faculty

The department has seen a reduction in full time faculty from 6 (5 tenure & 1 full time) to 5 (3 tenure, 2 full time & 1 part-time) over the course of the degree's history.

This reduction has created numerous challenges in finding and keeping qualified specialists in various areas of instruction.

Of particular concern is the Art Historian position where the department is now on its fourth art historian in 5 years. The current and previous faculty members have been commuting to Fairmont weekly from over 3 hours away. Reinstating at least one of the tenure track lines would potentially attract specialists with longer term commitments to the region stabilizing this position.

There is a developing concern that with little incentive for some level of job security within some Full Time Temporary positions the burden of University; Community, School and Departmental service needs, increasingly requiring Full Time Tenure Faculty to shoulder these needs.

This reduction in faculty has additionally increased the need for locating higher numbers of qualified adjunct specialists. Use of adjuncts has increased from 16% in 2007 to a current level of 36%. The department, on an almost annual basis, has been required to locate new qualified adjunct faculty as personnel leave for more secure full time positions.

Assessment

The department continues to refine efforts in this area. Substantial efforts by the tenure faculty have helped to create better assessment tools and policies within the University wide assessment efforts.

Curriculum

The department has been tracking natural changes in concentration track choices by students and has begun implementing changes to course offerings, schedule and rotations of courses to try to improve course enrollment balances where possible without impeding degree length requirements for students.

Recruitment

The department has found that an internally more focused recruiting effort is warranted and is continually developing and implementing new efforts including these initiatives:

- *Hosting the WVAEA Conference (West Virginia Art Educators Assoc.) in 2010*
- *Proposals to make FSU a rotating home base for future WVAEA conferences.*
- *Faculty serving as officers within WVAE. (Jennifer Yerdon-LeJeune currently serves as the President of WVAEA)*
- *Pro-bono visiting artist offerings and technical consulting for K-12 schools.*
- *Pro-bono application portfolio critiques for High School juniors and seniors.*
- *Presenting workshops for high school art majors as a part of the forthcoming "Arts Alive" program in Charleston.*

Facilities

- Facilities improvements have been made in these areas:

Art History / Art Education – sound deadening of joining wall with sculpture studio to reduce neighboring noise levels during lecture courses.

Ceramics – upgraded kilns & studio floor plan.

- Areas in need of attention:

Printmaking - space is sorely inadequate.

Sculpture - facility has neither space nor equipment for many metal working processes typically associated with this concentration.

Drawing and Painting – facility is at full capacity offering little opportunity for students to work outside of class.

Electronic Media – has no formal facility, limiting curriculum opportunities to meet professional demands in this growing field.

Applicants / Registered

The data indicates a sizable number of FSU Applicants accepted to FSU however not registering for classes.

Through conversations with Dr. Van Dempsey related to this issue it has been indicated that within this area University officials are investigating ways to develop stronger recruitment and retention strategies. The department will continue look to these officials for direction on recruiting plans.

Retention

First year freshmen retention data is showing drastic swings in retention rates. The department regularly witnesses a few first year freshmen finding that perhaps the program requires a more substantial academic commitment than they anticipated. However, the drastic swings indicated by the data don't seem to correspond with what the department has witnessed. One of the strengths of the department is staying engaged with students and with only a few advisors is able to keep track of student needs once they are enrolled in ART courses. There is some suspicion that the data, in some cases, may represent some students who have enrolled in FSU but have not met with an Art advisor or registered in any ART courses in their first semester. *The department will continue monitoring this situation for accuracy or solutions.*

Five-year trend data on graduates and majors enrolled

Majors

The program showed a significant increase in majors from its first year through the 2010/11 academic year reaching a peak of 32 Studio Art Majors.

From 2010/11 – 2012/13 the program showed a drop in majors, equivalent to FSU wide reductions in enrollments.

Since 2012/13 the program has seen a slight increase in majors to 30.

Enrollments within the major have averaged 27.8 students for the previous five years and represent an average of 0.7% of the total FSU student enrollments.

Upon review of the program findings outside reviewer, Joe Lupo, has indicated that this represents a nearly identical average percentage rates of WVU's BFA Art majors to total WVU student enrollments.

Graduates

30 students have graduated from the BA Studio program since its inception.

Summary of assessment model and how results are used for program improvement

The program and course assessment tools developed by and utilized by the Art department are now fully coordinated within the campus wide assessment initiative.

The implementation of changes from what was a required sophomore and scholarship portfolio revue to an annual review for all students has proven a more valuable and accurate assessment tool.

The new portfolio review is a weeklong exhibition event with an opening reception for family and friends allowing students to see each other's work and full faculty to have individual meetings and interviews with each student. This change from what was an intimidating individual juried forum has increased student participation and enthusiasm.

All assessment data for the 2013/14 cycle has been incorporated into the campus wide program and course assessment initiative in Taskstream and has been successfully reviewed by internal "Critical Friends" assessment reviewer.

The Art Department will continue considering curriculum needs based future refinements to departmental assessment tools and will continue to review subsequent SNAAP report findings for national graduate outcome trends.

Outside reviewer Joe Lupo and other WVU Art Faculty have indicated that they are not aware of the existence of any comparative and in-depth assessment plans or implementation within the School of Art and Design at WVU.

FSU Art Alumni have indicated that the degree curriculum and activities has benefited them in being accepted to competitive graduate programs. In particular they have pointed to "Area Studies" courses helping them to develop a higher level of focus and confidence in their work than their first year Graduate level colleagues have shown.

Data on student placement (for example, number of students employed in positions related to the field of study or pursuing advanced degrees)

Graduate Placements

Of the 30 students have successfully completed the BA Studio Art Degree since its inception:

- 5 (16%) have gone on to completed Graduate level degrees.
- 1 is currently enrolled in a graduate program
- 2 have completed or are enrolled in second arts related bachelor degrees.

- 4 have been teaching, either full or part time, within Higher Education or Nonprofit Arts Organizations.
- 2 serve as Executive Directors of Nonprofit Organizations within the State of WV.
- 4 are owners of arts related small businesses.
- 1 serves as full time "artist in residence" for a nonprofit art center.

- A significant number of graduates have had their work selected for inclusion in juried regional and national art exhibitions. Several have also have been honored with Solo exhibitions through private galleries.

The Findings indicate that FSU BA Studio Art degree graduates are showing strong success rates and meeting the program assessment goals.

The outside reviewer concurs with the findings and has pointed out that FSU's BA Studio Art program with a 16% current rate of students completing advanced degrees is tracking parallel to WVU's BFA Art program's estimated rates of 10-15% over a similar time period.

This 16% figure of students completing advanced degrees also parallels figures from the recent SNAAP (Strategic National Arts Alumni Project) report, which has surveyed 92,000 Arts Alumni. <http://snaap.indiana.edu/>

Outside reviewer Joe Lupo has confirmed that the SNAPP reports developed through Indiana University are being utilized regularly by a number of colleges and universities as a significant tool for comparative examination of outcomes.

Final recommendations approved by governing board

- It is the understanding that when HEPC approved the BA Studio Art Degree it was required that the program should make progress towards NASAD accreditation in a timely fashion. *This has not been completed.*
- Continue developments on recruiting fronts.
- Regularly revue course offerings, schedules and rotations to best utilize full and Part-time faculty without impeding degree length requirements for students.
- Regularly review curriculum needs which best benefit graduate successes.
- Continue monitoring freshman retention to identify any departmental solutions.

Executive Summary for Program Review

(not to be more than 2-3 pages)

Name and degree level of program

Regents Bachelor of Arts (RBA) Degree Program

External reviewer(s)

Kristi D. Wood-Turner, Ed.D.

Director, Learning and Engagement

- Center for Service and Learning
- Academic Degree Programs

University College, West Virginia University

Synopses of significant findings, including findings of external reviewer(s)

The RBA program needs to strengthen its portfolio process and enhance its online presence. Currently, most files and programmatic records are available only in a hard copy format. Opportunities exist to enhance the program by encouraging more students to submit portfolios for evaluation, allowing students to declare minors, creating pathways to master's programs, ensuring that data collection is mindful of adult students' preferred methods of communication, and increasing outreach to Veteran students and their families. (See Appendix A for full report.)

Plans for program improvement, including timeline

To begin, the RBA program application will be made available online. The creation and posting of an RBA student handbook would provide pertinent information about the program and its requirements to both prospective and current students. Online resources will also emphasize the option for students to earn credit through various prior learning assessment (PLA) opportunities including the development of portfolios.

Research indicates that students receiving credit through PLA methods have higher degree-earning rates, better graduation rates, and show stronger patterns of enrollment (CAEL, March 2010) than students who did not receive credit for prior learning. Consequently, a concerted effort will be made to market the PLA options available in the RBA program.

Identification of weaknesses or deficiencies from the previous review and the status of improvements implemented or accomplished

During the last review, Fairmont State had agreed to participate in the RBA Today pilot project that was being implemented in fall 2010. The lack of an RBA coordinator and resulting inconsistency of recruitment to the program were identified as being the primary weaknesses in the previous report. As a result, an RBA coordinator was appointed in early 2010.

Five-year trend data on graduates and majors enrolled

Regents Bachelor of Arts (RBA) Degree Program					
	2009-10	2010-11	2011-12	2012-13	2013-14
Majors	106	108	112	125	134
Graduates	52	45	75	60	59

Summary of assessment model and how results are used for program improvement

As an interdisciplinary degree, the RBA does not have a designated major or minor. Fairmont State courses used to complete the RBA program requirements are housed and assessed within the departments that offer the courses. Each academic school or department maintains course outcomes and assessments within TaskStream. Courses that are designated as meeting General Studies requirements must also fulfill the outcomes developed by the General Studies Committee; these courses are assessed according to the assessment cycle established by the committee. Courses offered online through WVROCKS with the RBAS prefix must meet Quality Matters (QM) standards in order to be viable for placement on the course schedule.

Data on student placement (for example, number of students employed in positions related to the field of study or pursuing advanced degrees)

Results from the “Graduate Follow Up” surveys do not provide adequate data from which any assumptions can be made. Responses are available only for the 2010-11 survey, with two RBA students responding. Both students rated their overall educational experience as “very satisfactory” and thought the overall costs to them personally or to their families were worthwhile. While respondents indicated working in government positions (federal, state, or local), one for the FBI and the other for the Department of Health and Human Resources, each reported that their current occupations were either “not related at all” or “only peripherally” to the academic program of study. Starting salaries were reported in the ranges of \$35,000-39,999 and \$20,000-24,999.

Final recommendations approved by governing board.

Tab 4

**Fairmont State University
Board of Governors
April 16, 2015**

Item: 2015-2016 Tuition and Fee, Room and Board Fee Approval.

Committee: Committee of the Whole

Recommended Resolution: Approval of a \$157.00 increase (per semester) for resident undergraduate tuition and fees, additional college specific fees to cover the cost of higher cost programs, approximately a 6.4% increase for resident life beds and apartment rents, approximately three percent (3%) increase for meal plans, and to increase certain special fees listed in background below.

Staff Member: Rick Porto

Background: **Education and General Fees:**

In review during the 2015 and 2016 budget process, the President’s Council, and the President, are recommending the following tuition and fee increases:

- \$157.00 per semester for undergraduate resident students.
- \$332.00 per semester for undergraduate non-resident students.
- \$170.00 per semester for graduate resident students.
- \$357.00 per semester for graduate non-resident students.

In addition to the across the board fee increase described above for the general undergraduate and graduate resident and non-resident students, the University administration is recommending approval for college specific fees for the School of Liberal Arts – Criminal Justice Program, College of Science and Technology and the Undergraduate Architecture program. These college specific fees, similar to those assessed at WVU and West Liberty in our region and Marshall University in southern West Virginia, are needed to support the high costs of these programs.

The college specific fees being recommended to the board are:

Undergraduate Criminal Justice Program	\$150 per semester
Undergraduate College of Science & Technology	\$200 per semester
Undergraduate Architecture Program	\$200 per semester

Please find attached to fee planning schedule the justifications for each school specific fee request.

Room Rates:

Due to a need to renovate and improve on our existing and older housing facilities, we are recommending approximately a 6.4% increase be approved to continue the approved twenty (20) year Housing Master Plan. This fee increase along with other actions is required to build housing fund reserves in support of future bonding for housing capital projects.

The apartment rents will include an average per bed electric utility charge and students will no longer be assessed additionally for monthly electric costs. The average rent increase for the apartments is 11.4% due to this change in administering utility costs.

Meal Plans:

Due to increase costs in food and to follow the approved Falcon Center Master Plan goals, we are requesting approximately a three percent (3%) increase in meal plan rates.

Special Fees:

Increases to special fees and new special fees are:

- The Baccalaureate Enhancement Fee (per credit hour) will increase by:
 - \$12.00 for undergraduate resident students
 - \$26.00 for undergraduate non-resident students
- Graduate Enhancement Fee (per credit hour) will increase by:
 - \$1.00 for undergraduate resident students
 - \$2.00 for undergraduate non-resident students
- New Supplemental Math Course Fee of \$75.00 per course is requested to provide for teaching of all University students who need math skills developed to achieve success in their degree curriculum.
- New SCIE Course Fee of \$75.00 per course for funding to purchase consumable lab supplies, update lab equipment, hire adjunct instructors, and pay for the disposal of wastes from lab. The SCIE courses fulfill a general studies science requirement for all students who enroll in courses at FSU. These service courses are costly to offer.
- Tobacco Free Fine (2nd offense) of \$50.00.
- Tobacco Free Fine (3rd offense) of \$100.00.

- On-line/Hybrid Course Fee of \$25.00 per credit hour for on-line classes which are also taught on one of the FSU campuses. Students who take a class that is on-line but also requires the student to also attend in-person one of the FSU campuses for campus based instruction will be assessed only half of the normal on-line course fee.

Please see attached Fee Planning Schedules we are required to submit to the Higher Education Policy Commission following this approval.

Approval by the Board of Governors of a tuition and fee increase of five (5%) percent only requires us to provide the board approved fees to the Higher Education Policy Commission on the attached fee planning schedules.

Please find attached our projection of our 2016 tuition and fees (inclusive of college specific fees) meal plans, and rents compared to the other University and Four-Year Institutions if they increase their fees by 5%, (meal plans 2% and rents 3%, respectively) over their current values.

**Fee Planning Schedule- Per Semester
Academic Year 2015-16**

147/2,148 = 6.84%
5/85 = 5.88%
6/110 = 5.45%
4/85 = 4.71%

Institution: Fairmont State University

Student Institutional Level: Undergraduate (Fee Increase Allowed to E&G, Facilities, and Infrastructure)
(Community College, Undergraduate, Graduate, Health Professions)

	Resident 2012-13	Resident 2013-14	Resident 2014-15	Resident 2015-16	Increase (Decrease)	Non- Resident 2012-13	Non- Resident 2013-14	Non- Resident 2014-15	Non- Resident 2015-16	Increase (Decrease)	Estimated Revenue 2014-15	Estimated Revenue Increase 2015-16	Estimated Number of Students 2015-16	Estimated Revenue 2015-16
I. Regular Fees Charged to All Students														
a. Tuition and Required Education and General Fees	\$1,851	\$2,003	\$2,148	\$2,295	\$147	\$4,108	\$4,540	\$4,953	\$5,269	\$316	\$18,903,200	\$1,193,600		\$20,096,800
b. Required Educational and General Capital Fees														
i. System E&G Capital Fees	\$205	\$205	\$205	\$205	\$0	\$800	\$800	\$800	\$800	\$0	\$0	\$0		\$0
ii. Special Institutional E&G Capital Fees	\$85	\$85	\$85	\$89	\$4	\$185	\$185	\$185	\$195	\$10	\$725,600	\$33,600		\$759,200
c. Auxiliary and Auxiliary Capital Fees														
i. Standard Auxiliary Fees	\$364	\$412	\$460	\$466	\$6	\$364	\$412	\$460	\$466	\$6	\$0	\$0		\$0
ii. Mandatory Auxiliary Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
iii. Auxiliary Capital Fee	\$110	\$110	\$110	\$110	\$0	\$110	\$110	\$110	\$110	\$0	\$0	\$0		\$0
Sub-Total														
Regular	\$2,615	\$2,815	\$3,008	\$3,165	\$157	\$5,567	\$6,047	\$6,508	\$6,840	\$332				
d. Special Equity Fee	\$48	\$97	\$145	\$145	\$0	\$48	\$97	\$145	\$145	\$0	\$0	\$0		\$0
Total Student Fee Request														
Regular	\$2,663	\$2,912	\$3,153	\$3,310	\$157	\$5,615	\$6,144	\$6,653	\$6,985	\$332	\$19,628,800	\$1,227,200		\$20,856,000
Percentage of Increase Requested Over Previous Year														
Regular					4.98%					4.99%				

*Fairmont State University does not charge a Metro Fee

**Fee Planning Schedule- Per Semester
Academic Year 2015-16**

160/2,399 = 6.67%
4/85 = 4.71%
6/110 = 5.45%

Institution: Fairmont State University

Student Institutional Level: Graduate - Fee Increase to E&G, Facilities, & Infrastructure
(Community College, Undergraduate, Graduate, Health Professions)

	Resident 2012-13	Resident 2013-14	Resident 2014-15	Resident 2015-16	Increase (Decrease)	Non- Resident 2012-13	Non- Resident 2013-14	Non- Resident 2014-15	Non- Resident 2015-16	Increase (Decrease)	Estimated Revenue 2014-15	Estimated Revenue Increase 2015-16	Estimated Number of Students 2015-16	Estimated Revenue 2015-16
I. Regular Fees Charged to All Students														
a. Tuition and Required Education and General Fees	\$2,082	\$2,293	\$2,399	\$2,559	\$160	\$4,671	\$5,243	\$5,591	\$5,932	\$341	\$1,099,200	\$67,830		\$1,167,030
b. Required Educational and General Capital Fees														
i. System E&G Capital Fees	\$205	\$205	\$205	\$205	\$0	\$800	\$800	\$800	\$800	\$0	\$97,800	\$0		\$97,800
ii. Special Institutional E&G Capital Fees	\$85	\$85	\$85	\$89	\$4	\$185	\$185	\$185	\$195	\$10	\$37,890	\$1,740		\$39,630
c. Auxiliary and Auxiliary Capital Fees														
i. Standard Auxiliary Fees	\$364	\$412	\$460	\$466	\$6	\$364	\$412	\$460	\$466	\$6	\$60,580	\$780		\$61,360
ii. Mandatory Auxiliary Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
iii. Auxiliary Capital Fee	\$110	\$110	\$110	\$110	\$0	\$110	\$110	\$110	\$110	\$0	\$14,300	\$0		\$14,300
Sub-Total														
Regular	\$2,846	\$3,105	\$3,259	\$3,429	\$170	\$6,130	\$6,750	\$7,146	\$7,503	\$357				
d. Special Equity Fee	\$48	\$97	\$145	\$145	\$0	\$48	\$97	\$145	\$145	\$0	\$18,850	\$0		\$18,850
Total Student Fee Request														
Regular	\$2,894	\$3,202	\$3,404	\$3,574	\$170	\$6,178	\$6,847	\$7,291	\$7,648	\$357	\$1,328,620	\$70,350		\$1,398,970
Percentage of Increase Requested Over Previous Year														
Regular					4.99%					4.90%				

*Fairmont State University does not charge a Metro Fee



Criminal Justice Programs

Fairmont State University
1201 Locust Avenue
Fairmont, WV 26554

CRIMINAL JUSTICE PROGRAM FEE REQUEST

March, 2015

Introduction

After mindful review of the growing needs of both the Bachelor of Science in Criminal Justice Program (BS in CJ) and Master of Science in Criminal Justice Program (MS in CJ) the program faculty, department chair, graduate program director, and dean have determined that the implementation of a program fee is the most feasible option to continue the development and success of this vital component of Fairmont State University's academic programming.

Program Information, Marks of Excellence, and Program Goals

The Criminal Justice Programs are located within Fairmont State University's College of Liberal Arts (CoLA), Department of Social Sciences. Criminal Justice is the largest of the programs in CoLA, and one of the largest majors on campus, with well over 300 undergraduate majors and 35 graduate majors. The program faculty each serve an average of 140 classroom students per semester with an additional advising load of over 60 students. Faculty come from a variety of fields of expertise including theory and research, corrections, law enforcement and investigations, policy, and criminal law. Faculty are actively engaged in research, and present their work at one or both of the two major national conferences and one state conference each year. Additionally, the faculty work diligently with students to help them be successful. One of the goals for both programs is to receive specialized certification from the Academy of Criminal Justice Sciences (ACJS), the highest standard a criminal justice program can attain. In addition to continued program development and improvements to support student learning and success (for which this program fee will be used), additional faculty will also be necessary for the program to receive certification in the not-too-distant future.

Fairmont State University's Bachelor of Science in Criminal Justice Program is approximately 35 years old and has come to be known by many as the best criminal justice program in the state. The program is recognized and respected on both a regional and national level. The Master of Science Program began in collaboration with Marshall University, and in 2005 was approved by the Higher Learning Commission to operate as a stand-alone program. Honor students from the program travel to state and national conferences, present their research and

participate in various competitions at the ACJS/Alpha Phi Sigma (National Criminal Justice Honor Society) Conference each year, having won many awards. In recent history, four of our students have been elected to the position of National Vice-President of Alpha Phi Sigma for the following 2-year terms: 2009-2011, 2011-13, 2013-2015, 2015-2017. Our new vice president will be attending meetings at the National Alpha Phi Sigma Headquarters in Ft. Lauderdale, FL, where she will assist with planning the next two national conferences to be held in Denver (2016) and Kansas City (2017). Our students have brought home a variety of other awards (eight total just this year), including 1st Place on the Criminal Justice Knowledge Exam during the last two years (\$500 scholarships). Our students won the national crime scene competition during 2012, 2013 and 2014, and were asked by the National Alpha Phi Sigma Headquarters to develop and run this year's crime scene competition in Orlando, which they did during the first week of March. Our master's students participate and win awards as well. Many have formally presented their research over the years, and several have won paper awards. This year, one of our student won the Alpha Phi Sigma Director's Award-Graduate Level (\$1,500 scholarship), and two of our graduate students presented their theses on a professional panel at the ACJS portion of the conference. It is important to note that the great majority of colleges participating in these competitions are much larger than Fairmont State. In fact, we were most likely the smallest institution there. It is important to also note that we have amassed quite a number of graduates who are not only successfully employed in criminal justice positions, but are leaders in their organizations and agencies. At least four of our master's degree graduates have moved forward to receive their PhDs.

A major goal of the Criminal Justice Programs is to become nationally certified through ACJS. To this end we brought in two external reviewers who made several recommendations for the program. The first recommendation was to separate the curriculum from Pierpont Community and Technical College, which we have done, and secondly to restructure the curriculum to ACJS Standards. The new curriculum proposal has just this semester been formally approved. In addition to requiring foundational courses in theory, systems and research, we have added or improved courses in Fingerprinting, Crime Scene Investigations, Firearms, Victimology, Mock Trial, and Spanish for Criminal Justice.

Additionally, because almost every institution of higher education in West Virginia offers a criminal justice or criminology degree, it is of utmost importance to continue to set ourselves apart. The purchase of a state-of-the-art firearms simulator is our most recent acquisition. To date, no one else in the state owns one, and the simulator will allow us to educate and train our students in the proper use of firearms, better prepare them for shoot/don't shoot situations, and help teach them communication skills necessary to prevent circumstances from

escalating into lethal force situations. Additionally, the simulator can be used by faculty for research and by sworn municipal and county law-enforcement personnel for in-service training.

The ultimate goal of the Criminal Justice Programs is to establish a Criminal Justice Education, Research and Training Institute at Fairmont State University. We will, of course, begin with the basics by way of purchasing supplies, technology and equipment, and add necessary components to the initiative each year. The Institute will eventually require a director who will help develop and oversee the Firearms Simulation Lab; the Crime Scene Investigations Lab; the Mock Trial Courtroom; advanced/specialized course offerings; in-service training for sworn law enforcement personnel (required for all police officers in the State of West Virginia); and summer clinics for high school/junior high students. The primary objective of the Institute is to offer the best possible educational experience to our students. Additional benefits are numerous and include recruitment and retention of quality students and faculty alike, even greater student participation in research, simulation experiences and conferences, new faculty development opportunities, and much more involvement of our programs with the outside criminal justice community and community as a whole.

Proposed Fee

We are requesting the implementation of a program fee of \$150.00 per student, per semester for both the BS in CJ and the MS in CJ. This fee is less than or equal to other FSU program fees, and would generate close to \$100,000.00 in revenue per year for the programs (assuming maintenance of current enrollments). See **Table 1** below:

Table 1

Program	Fee	# of Majors	# of Semesters	Revenue
B.S. in Crim. Justice	\$150.00	300	2	\$90,000.00
M.S. in Crim. Justice	\$150.00	35	2	\$10,500.00
Revenue per Year				\$100,500.00

Comparison Tuition and Fees

Below is a table with cursory information on tuition and fees from a select group of programs in the state, or known competitors for prospective students. Fairmont State University’s tuition and fees are currently lower than nearly every other higher education institution in the State of West Virginia. Marshall University and West Virginia State University offer programs most similar to our criminal justice programs at both the bachelor’s and master’s level and cost significantly more. See **Table 2** on next page for tuition/fees per semester:

Table 2

Institution	In-State Tuition	Out-of-State Tuition	Program Fees	Technology Fees	Other Fees
FSU	\$3,153(Undergraduate) \$3202 (Graduate)	\$6653(Undergrad) \$6847 (Graduate)		\$50 (e-learning fee)	
WVU	\$3480	\$10212	\$276(State) \$59 (Out-of-State)		\$624(University Fees)
Marshall	\$3263(Undergraduate) \$3363(Graduate)	\$5753(Undergrad) \$7961 (Graduate)			\$237-online course fee per credit hour
Glennville State	\$3348	\$7560 \$5460 (Metro Rate)		\$140 (online course fee)	
West Liberty	\$3206	\$6770		\$125 (e-learning per class) \$75 (parking fee)	\$100(orientation fee) \$150 (Hilltopper Fee) \$250 (for those who take more than 18 hours)
WV State	\$3115(Undergraduate) \$3366(Grad)	\$7279(Undergraduate) \$7947 (Grad)			
WVU Parkersburg	\$1464 (100-200 lvl) \$2016 (300-400 lvl)	\$5208 \$5319	\$218		
WV Wesleyan	\$13807	N/A		\$97 (Wireless Technology fee)	\$200 (Orientation fee)
University of Phoenix (Online Only)	\$5071 \$8415 (Grad)	N/A	N/A	\$368 \$462(Grad)	
University of Cincinnati	\$5500(Undergraduate) \$7234 (Graduate)	\$13167 \$13105	\$300		

Projected Costs and Utilization of Fees

Each year it becomes more costly to maintain quality programs. We understand and appreciate our current student demographic and strive to keep costs down. At the same time, our students expect and deserve the best education possible. The proposed program fee will keep the overall cost of the programs in line with that of our competitors and thus not be an undue burden on the students.

The costs associated with running quality programs are varied and numerous. They run the gamut from the purchase and updating of hardware and software (and associating licensing fees), to the provision of classroom learning materials, lab supplies and furniture, to student and faculty research and travel, to professional development of faculty, to advertising, recruitment and retention initiatives, and so on. Some items are single, one-time purchases while others are continuing yearly costs. It is expected to take several years to accumulate items necessary for labs, and purchases will be prioritized by department faculty. Costs include undergraduate and graduate programs combined. See **Table 3** below for projected costs for utilization of fees.

Table 3

Budget Items	Estimated Cost
Firearms Simulator – future purchase of recoils, software upgrades, and maintenance	\$8,000.00
Crime Scene Lab – purchase of furniture, microscopes, software, fingerprint kits, analysis tools for ballistics, blood spatter, fibers, etc. Technology, storage and refrigeration	\$12,000.00
Mock Courtroom furniture, technology, supplies	\$10,000.00
Advertising, Recruitment, Retention	\$5,000.00
Software – SPSS, Qualtrics, ARCGIS, NViVo, HLM, (used mostly by graduate program)	\$10,000.00
Training and Certifications for Faculty (Quality Matters, Certificate in Online Teaching, Continuing Education)	\$5,000.00
Travel – for Faculty and Students to present and compete at state and national conferences	\$25,000.00
Salary for part-time director of CJ Institute	\$15,000.00
In-service training, clinics, specialized course offerings, speakers. Note: Some revenue will be expected through training and clinics.	\$5,000.00
Student Scholarships	\$5,500.00
<u>Total Cost Estimate</u>	<u>\$100,500.00</u>



SCIENCE AND TECHNOLOGY

SciTech Proposal for Four New Fees

The College of Science and Technology is proposing new fees to be assessed to undergraduates with a declared major in SciTech programs, an additional fee specific to undergraduate Architecture majors, and course fees to all FSU students enrolled in general studies SCIE courses or Supplemental Math courses. These proposed fees will fortify our current operating expense budget and provide funding for some new initiatives. It should be noted that in exchange for these 4 new fees, SciTech is relinquishing the \$6.00 per credit hour fee formerly associated with all courses. Revenue from this \$6 fee totaled about \$116,000 in FY 2015.

Four Proposed Fees:

1. The proposed College of SciTech fee of \$200 per undergraduate student per term will generate approximately \$320,000 from the current 800 students each year. This fee is comparable to the fees approved last year for Nursing (\$250/term) and Business (\$150/term).
2. The Undergraduate Architecture Program Fee of \$200 per student per term will generate about \$32,000 from the 80 students each year. Total fees paid by each undergraduate in this program will be \$400 (\$200 College Fee + \$200 Arch Fee) per semester and will match the program fees approved last year for Master of Architecture students.
3. We are proposing a \$75 SCIE Course Fee. SCIE courses fulfill general studies requirements and are potentially taken by all students in other Schools/Colleges at FSU. With an average of 400 students taking these courses each semester, this fee will generate \$60,000 each year. This fee replaces the \$6/credit hour fee, which previously provided \$24 for each 4 hour course, or about \$19,200/year. The net increase in revenue to SciTech will be about \$40,800.
4. To meet the demand of 20 new courses for 500 students every semester, we are proposing a \$75 fee for each supplemental math course. This fee, which replaces the \$6/credit hour fee (= \$18 per 3 hour course), will provide revenue of approximately \$75,000 to SciTech each year, compared to \$6,852 in fees generated from the \$6/credit hour charged to supplemental math courses in FY 2015 with half as many students.

Comparison of tuition and fees with other institutions:

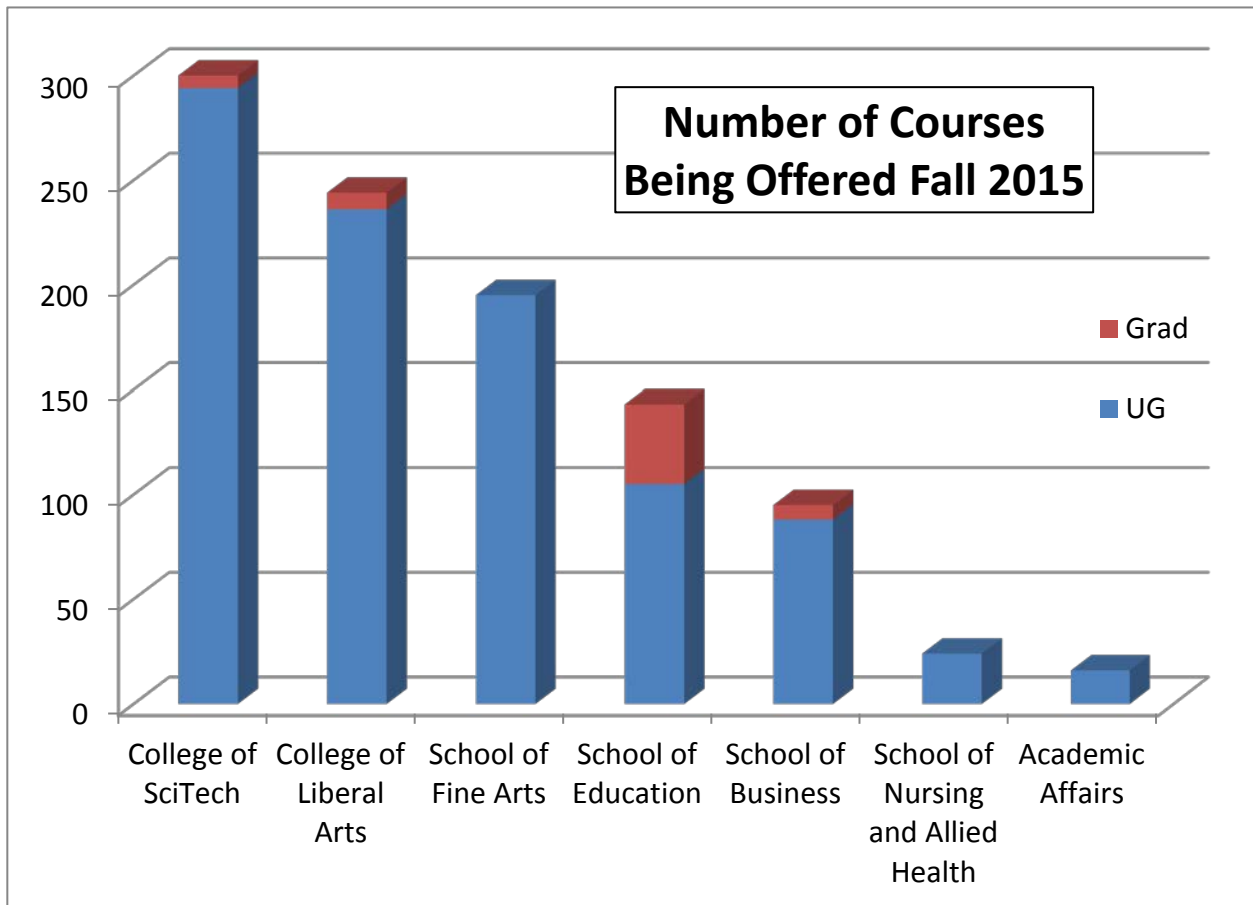
In the chart below, please note the current costs per year for attending 5 different institutions in West Virginia, both state and private. This chart represents only in-state tuition rates. Relevant fees, if any, are noted. Comparisons between institutions are realistic for a junior or senior enrolled in one of the STEM fields. At Bluefield State, the scenario illustrates a biology major taking 3 science courses each semester and results in a program fee charge of \$840/year. It should be noted, that even with the proposed \$200/semester College Fee, the cost of education for one year at Fairmont State University in one of the SciTech degree programs remains below each of the reference institutions.

Institutional Comparison of Tuition and Fees	Costs/year
Alderson Broaddus University	
Tuition	\$ 22,530
Fees	\$ 210
Total	\$ 22,740
Bluefield State	
Tuition	\$ 5,832
\$25/credit hr lab fee in engineering. \$35/credit hr program fees in Bio, Chem, Phys, PHSC, NASC, and ENSC.	\$ 840
\$42 Technology fee for all students	\$ 84
Total	\$ 6,756
FSU	
Tuition	\$ 6,306
SciTech Proposed Fee = \$200/semester	\$ 400
Total	\$ 6,706
WVSU	
Tuition	\$ 6,229
Science Course Fee = \$49	\$ 294
Math/CS Course Fee = \$30	\$ 30
Internship Fee = \$105	\$ 105
Online Fee = \$136	\$ 136
Total	\$ 6,794
WVU	
University Tuition	\$ 5,712
University Fees	\$ 1,248
Tuition @ Eberly College of Arts and Sciences = \$552. Tuition @ Statler College of Engineering and Mineral Resources = \$1152	\$ 1,152
Total	\$ 8,112

Brief justifications for the new fees:

1. **College Fee:** To provide some financial stability for SciTech programs, to move forward with some new initiatives, and to remain leaders in our disciplines, we are proposing the modest college fee of \$200/semester. With shrinking state appropriations, we are choosing to be proactive and strengthen our programs now with the help of these student fees. Enrollments in our STEM fields at FSU have remained relatively steady over the last 3 years, even as other colleges/schools face shrinking enrollments. If we strengthen our programs and have appropriate marketing and recruiting efforts, we anticipate our SciTech enrollment numbers will continue to grow.

SciTech is already a leader on campus by being the College/School with the largest number of declared majors (average of 842 over the last 3 years) and the largest number of course offerings (see graph below). The large number of courses is due, in part, to the service courses (SCIE and Math) that are taken by students across all colleges/schools.



Offering quality courses and programs in the STEM fields is expensive; it requires professional engineers and Ph.D. scientists, it requires modern equipment, and it requires space. Accredited programs help draw in quality students and assure they will have jobs

or other opportunities waiting for them when they graduate. The accrediting bodies have strict requirements that dictate the amount of space needed for programs, the number of faculty required, the number of courses that can be taught by each instructor, the advising load for each advisor, and continuing education. These requirements also have costs associated with them.

The expectations on the College of Science and Technology are great. We need this additional funding to remain current and meet the needs of our students, faculty, and staff.

- 2. Undergraduate Architecture Fee:** The Architecture Programs are in a period of transition as the Master of Architecture program offered its first classes in the Fall 2014 semester. Our brief experience with the M.Arch accreditation process has illustrated very clearly the need for more space, equipment, library resources, and faculty. All of these require additional funds. The current expense budget for FY 2015 in Architecture was only \$8,000. With the combination of both College (\$200) and Architecture Program (\$200) fee dollars, we are planning for a more robust budget of \$48,000 each year, prorated for changes in enrollment over time. We understand we are asking a lot of our architecture students, but these students also have a very bright future with a healthy income potential.

The undergraduate and graduate programs are intricately linked. We hope some of our best students will choose to continue their studies and enroll in our M.Arch program. Last year, a \$400 program fee was approved for our graduate studies in Architecture. Unfortunately, because of low enrollment in the first year, only \$932 was added to our revenue stream. Because of the tight connection between our two programs, it seems reasonable that having the same total fee across both programs would allow the revenue to accumulate more quickly to a level at which expenditures could be made and have immediate impact.

- 3. SCIE (Science) Course Fee:** Individual programs in SciTech have traditionally borne the costs of these general studies service courses, from the instructor costs to laboratory equipment and supplies. This new fee will help to offset the high costs associated with adjunct pay, the purchase of consumables, equipment purchase and maintenance, and waste disposal.

This fee will primarily be paid by students outside of SciTech as they enroll in their one required science class. It is likely that 75% of students on campus will pay this fee once when they take their required SCIE science class. The other 25% (including all Bio, Chem and several more SciTech majors) are not required to take any SCIE courses, but

will take other courses in their major that satisfy the general studies science requirement. Any student on campus, however, can choose to take these SCIE courses as a free elective, as they wish.

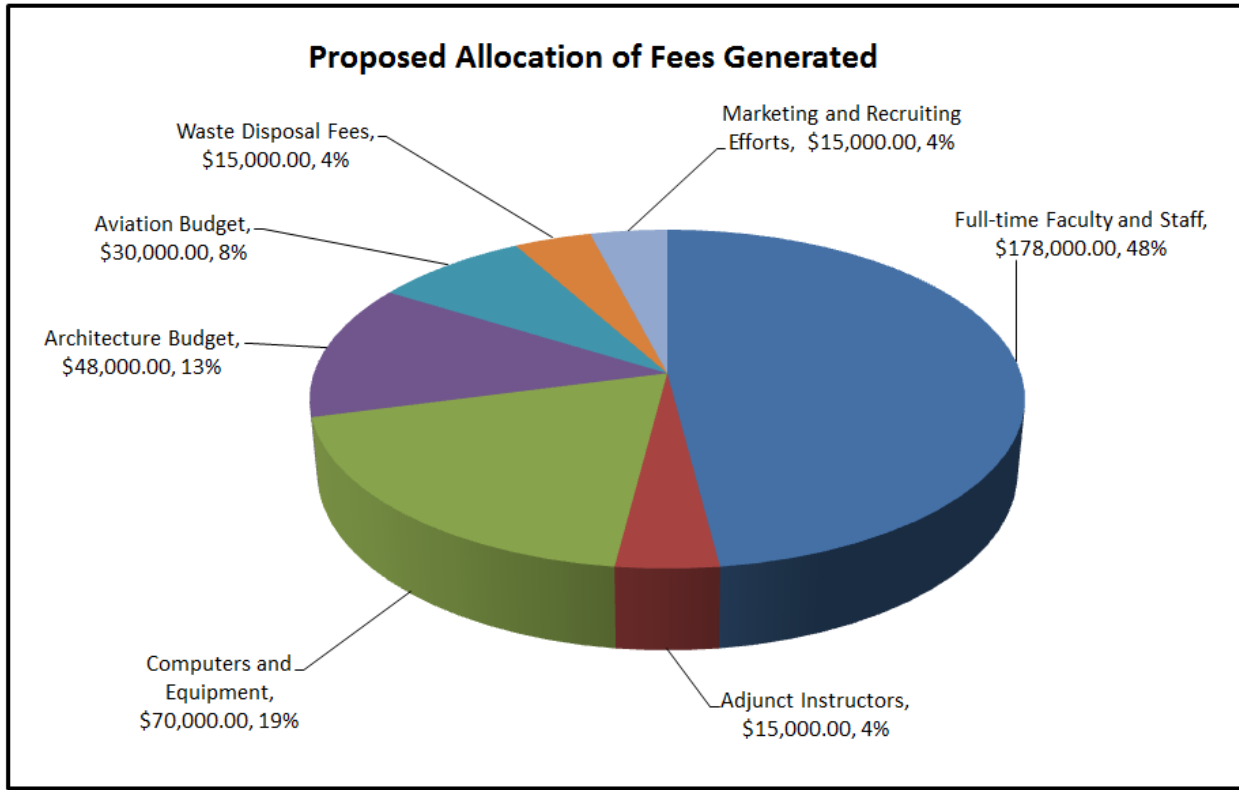
4. **Supplemental Math Courses Fee:** With the continued separation of FSU and Pierpont, teaching responsibilities are shifting as well. In the past, students with deficiencies in Math were directed to take Math courses from Pierpont. The responsibility started shifting to FSU to provide these Supplemental (Developmental) Math courses beginning in Fall 2014. By Fall 2015, we expect an additional 500 students per year to need special courses to help them achieve success in the Math course required for their specific program (1101 Applied Tech Math, 1107 Fundamental Concepts, or 1112 College Algebra).

This fee will also largely be paid by students outside of SciTech. Students who need a Supplemental Math course will likely only enroll once and will only pay this fee once during their 4 years at FSU, even though they may take several math courses. For example, a Biology Major is required to take Calculus. If they walk on to campus as a Freshman ready to enroll in Calc, then they will never have to pay this fee. On the other hand, if they don't meet the minimum requirements to enroll in College Algebra, then they will take a supplemental math course, College Algebra Stretch and pay the fee. Once that course is completed, they can take Trig followed by Calc – and neither of these courses have an extra fee.

Proposed Allocation of Fees Generated: (Graph provided on next page.)

- Full-time Faculty and Staff = approximately \$178,000.
 - Electronics Engineering Technology (EET) Faculty. For FY 2016, we currently have only one faculty in this program, which causes us to be out of compliance with our ABET Accreditation. We have an agreement with FSU President Rose to fund the EET position for 3 years with our own fees. If the program is successful and increases in numbers (enrollment and graduation), then the University will provide permanent funding for this faculty line. SciTech will then be free to reallocate these funds to the next area of greatest need.
 - Supplemental Math Instructor. With the demand set at about 20 new courses per semester, additional faculty will be needed. We currently have one full-time Coordinator of Supplemental Math and several adjuncts. Because we have 3 separate entry points into the required math courses (1101, 1107, and 1112, as mentioned earlier), having an additional full-time faculty member to help organize the adjuncts and resources associated with each course will be invaluable.

- College Coordinator. In the past decade, the number of dedicated office staff in SciTech has plummeted from 6 to 2. Our current staff members are burdened with too many tasks and not enough time. We also have additional demands with the new M.Arch program and our needs to focus on increasing recruiting and improving retention. The College Coordinator will assist the Dean with advising, organize recruitment efforts throughout the year, coordinate other members of the office staff, and lead our marketing campaign.



- Salary for Adjunct Instructors = approximately \$15,000.
 - Depending on the degrees earned and the teaching experience of our adjuncts, we need to offer a minimum salary of between \$1600 and \$2400 for a 3-hour class. With such low wages however, it is difficult to attract and retain qualified instructors. At \$2500 for a 3-hr class, we could afford to pay for 6 new sections of Supplemental Math.
- Computers and Equipment = approximately \$70,000.
 - The College of SciTech needs to stay current and relevant in the fields of science and technology. Current technology is expensive. In recent years, our equipment budgets have been removed. They need to be reinstated.
 - We have 4 main computer labs in SciTech: 113 ET (Engineering Tech Courses), 204 ET (Computer Science), 432 ET (Graphics), and 304 HHH (Math, GIS, and

Architecture). All of these labs need to be set on a schedule for replacement and upgrades. If the University adopted a policy to require all students to provide their own laptops, then we could eliminate at least one of these labs.

- Additional computers are located throughout both buildings (Engineering Technology Building & Hunt-Haught Hall). These computers interface with specialized equipment and require very specific software.
 - More grant writing and subsequent external funding could be realized if we had a pool of funds available to provide matching funds. Matching funds will allow us to maximize the value of our current resources and could lead to additional external funding opportunities.
 - SCIE courses will be improved with equipment from this budget.
- Architecture Budget = approximately \$48,000, prorated for enrollment.
 - Funding of our Architecture programs has been minimal, at best. Establishing a budget of \$48K should allow the program to improve and grow, and should increase the chances for attaining Initial Candidacy Status with NAAB, the national accrediting board.
 - These funds will be used to pay higher adjunct wages, purchase supplies, equip new spaces as we find a permanent home for the programs, purchase consumables, fund faculty and student travel.
 - Because the first few cohorts of M.Arch Graduates won't be eligible for NAAB certification, the students will have a more difficult task to obtain licensure. Providing scholarships to these students will be a powerful attractant and will help offset the difficulties faced by these individuals.
 - Aviation Budget = approximately \$30,000.
 - The 4-year programs in Aviation have been overseen by Pierpont for the past decade. In July of 2014, Pierpont fired all of our flight instructors and effectively gave these programs back to FSU.
 - Since about July 20, 2014, we have been strategizing for the most effective way to run the 4-yr Aviation Programs. Two new faculty members and a staff person who reports to the SciTech Dean will be hired for Fall 2105 and will be paid using the chargeback funds. These are funds that have been paid to Pierpont in the past, but will become part of the SciTech budget moving forward.
 - FSU Aviation students are accustomed to paying a \$35 fee per credit hour "Technology Fee" to Pierpont C&TC. For a single 3-hr course this equals \$105. Most students take at least 2 aviation courses per semester, sometimes more. Of all the students in SciTech, the Aviation students should have the easiest time adjusting to the new College Fee, because it should actually be cheaper than the Technology Fee they paid previously to Pierpont.

- FY 2016 will be the first year that Aviation will have a budget within the College of SciTech. We anticipate paying for adjuncts, travel, limited amounts of consumables, equipment, and other related expenses with this new budget.
- The total budget may be adjusted in future years, depending on the needs of this program. We are somewhat fearful that the 4-yr programs have been neglected. We won't know the true cost of modernizing and improving the Aviation Programs until we have our own faculty and staff running the program.
- Waste Disposal Fees = approximately \$15,000.
 - Many of our service courses produce wastes that must be disposed of properly. This winter, a new Hazardous Waste Storage Building was installed near Hunt-Haught Hall. The first materials were removed from the building in January at a cost of approximately \$4700. We anticipate at least three shipments/removals per year. The SCIE Course Fee will help to fund this new, but necessary cost to SciTech.
- Marketing and Recruiting = approximately \$15,000.
 - For our programs to be successful, we need students. To teach these students, we need faculty. The future of our programs depends on our ability to attract and retain both quality faculty and students.
 - Recruiting efforts are difficult to organize without the assistance from faculty. Providing small stipends for faculty and purchasing relevant supplies/equipment for demonstrations will make it easier to get the faculty engaged.
 - Our new College Coordinator (described briefly above) will help lead our efforts to market our programs and recruit quality students.
 - "STEM" is a hot topic right now and the demand for graduates will be strong for the foreseeable future. Spending resources appropriately now will help to secure our position as an Institution of Excellence in all the STEM fields.

SciTech Fee Proposal

Proposed Fees beginning Fall 2015	Fee	# students each semester	\$ Collected per year	
College Fee per semester	\$ 200.00	800	\$ 320,000.00	
Architecture Program Fee per semester	\$ 200.00	80	\$ 32,000.00	
SCIE Course Fee	\$ 75.00	400	\$ 60,000.00	
Supplemental Math Fee per course	\$ 75.00	500	\$ 75,000.00	
			\$ 487,000.00	Total Fee Income
Loss of Revenue from \$6/credit hour fee			\$ Collected per year	
All courses in SciTech			\$ 116,000.00	Total Fee Loss for FY 2016+
			\$ 371,000.00	Net Increase
Proposed Expenditures				
	Salary	Benefits	Total per year	
FEAP College Coordinator	\$ 40,000.00	\$ 15,388.00	\$ 55,388.00	
Electronics Eng Tech Professor	\$ 60,000.00	\$ 18,168.00	\$ 78,168.00	
Supplemental Math Instructor	\$ 30,000.00	\$ 13,998.00	\$ 43,998.00	
Adjunct Instructors for 5 courses	\$ 15,000.00	-	\$ 15,000.00	
Update 113, 204, 432 ET and 304 HHH computer labs, 4 yr rotation.			\$ 20,000.00	
Equipment			\$ 50,000.00	
Architecture Budget			\$ 48,000.00	
Aviation Budget			\$ 30,000.00	
Waste Disposal Fee			\$ 15,000.00	
STEM Marketing/Promotional Materials			\$ 5,000.00	
Recruiting Efforts			\$ 10,000.00	
			\$ 370,554.00	Total Expenditures
			\$ 446.00	Balance

**Fee Planning Schedule - Per Semester
Academic Year 2015-2016
Fairmont State University
Special Fees Continued - Program Fees**

Program Fees	2014-2015	2015-2016	Increase Decrease	Estimated Revenue 2014-15	Estimated Revenue Increase 2015-16	Estimated Number of Students 2015-16	Estimated Revenue 2015-16
School of Nursing	250	250	0	126,687	126,687	250	126,687
School of Business	150	150	0	134,404	134,404	448	134,404
Masters of Architecture	400	400	0	800	800	1	800
School of Science & Technology	0	200	200	0	320,000	800	320,000
Architecture Program Fee	0	200	200	0	32,000	80	32,000
<u>Flight School Rates (FSU 141):</u>							
Private Pilot License	0	9,108	9,108	0	218,592	24	218,592
Instrument Rating License	0	11,555	11,555	0	138,660	12	138,660
Commercial License	0	33,653	33,653	0	269,224	8	269,224
<u>Flight School Rates (HOVA 141):</u>							
Private Pilot License	0	7,928	7,928	0	190,272	24	190,272
Instrument Rating License	0	8,600	8,600	0	103,200	12	103,200
Commercial License	0	29,493	29,493	0	235,944	8	235,944
Criminal Justice Program	0	150	150	0	100,500	670	100,500

Note: Flight school was previously operated by Pierpont. The cost indicated is total cost to obtain license if students training schedule is met. See attached details for flight school cost breakdown.

We are in conversation with the Veterans Administration to be able to use our contracted servicer's part 141 program to offer our students significant savings to obtain their license in these three flight programs.

FSU's Part 141 Versus HOVA's Part 141 Fee Structures

In July 2014, Pierpont stopped administrating the flight program and 4-yr degree programs for us. While they had published schedules for the charges for instructor time and hourly rates for the different aircraft, we don't think there were published fees for completing each license or certificate.

On the following pages, please find rates that compare the costs for flight training using the FSU Robert C Byrd National Aerospace Education Center (RCB NAEC) Part 141 FAA Certificate versus the Part 141 certificate operated by Heart of Virginia Aviation (HOVA).

We are currently just days away from having a 10-yr contract with HOVA for providing our flight training services. We can't switch to HOVA's Part 141 certificate immediately without causing our students to lose 50% of their training hours. As students complete a license, however, they could switch to HOVA's 141 before beginning the next license or certificate. Incoming freshmen could start immediately with HOVA's 141.

Please note that HOVA's fees are cheaper than FSU's fees, primarily because of the fewer numbers of hours required.

Veterans who want flight training are in a slightly different situation. The Veterans Administration requires flight providers to exist in a state and offer training to civilians for 2 years before that provider is eligible to receive VA reimbursement for flight training. We will petition the VA and the HEPC to allow HOVA to continue serving our VA students under HOVA's 141 immediately without waiting the full 2 years. We currently have the blessing of both the VA and HEPC to have HOVA train our veteran students under FSU's 141.

We hope the FSU BOG will approve both sets of fees. This will allow us some flexibility in our negotiations with HOVA and provide the best possible opportunities for our students.

HOVA - Private Pilot Course

Item	Aircraft type	Hours	Rate	Total
Solo time	P2004 Bravo	5.0	135	675
Solo time				-
Dual time	P2004 Bravo	30.0	135	4,050
Dual time				-
Flight test		1.5	135	203
Simulator time				-
Flight instruction		30.0	50	1,500
Pre and post flight briefings		15.0	50	750
Study materials				350
Ground school		20.0	20	400
Total Flight/Sim hours		36.5		
Total Course Cost				\$ 7,928

Fairmont State - Private Pilot Course

Item	Aircraft type	Hours	Rate	Total
Solo time	P2004 Bravo/LSA	9.5	135	1,283
Solo time	Cherokee PA-28-140		150	-
Dual time	P2004 Bravo/LSA	28.5	135	3,848
Dual time				-
Flight test		1.5	135	203
Simulator time		4.0		-
Flight/Sim instruction		32.5	50	1,625
Pre and post flight briefings		16.0	50	800
Study materials				350
Collective Ground school		20.0	20	400
Written test fee				150
External Examiner fee				450
Total Flight/Sim hours		43.5		
Total Course Cost				\$ 9,108

Savings from Hova TCO	\$ 1,180
Percentage savings	13.0%

Hova TCO - Instrument rating

Item	Aircraft type	Hours	Rate	Total
Dual time	Tecnam P2004	17.5	135	2,363
Dual time	PA-28-140	10.0	150	1,500
Simulator time		7.5	75	563
Flight test		1.5	150	225
Flight instruction		35.0	50	1,750
Pre and post flight briefings		15.0	50	750
Study materials				350
Collective Ground School		25.0	20	500
Written test fee				150
External Examiner fee				450
Total Flight/Sim hours		36.5		
Total Course Cost				\$ 8,600

Fairmont State TCO - Instrument Rating

Item	Aircraft type	Hours	Rate	Total
Dual time	Tecnam P2004/LSA	32.5	135	4,388
Dual time	Cherokee PA-28-140	10.0	150	1,500
Simulator time		3.0	75	225
Flight test	Cherokee PA-28-140	1.5	150	225
Flight instruction		45.5	55	2,503
Pre and post flight briefings		23.0	55	1,265
Study materials				350
Collective Ground School		25.0	20	500
Written test fee				150
External Examiner fee				450
Total Flight/Sim hours		47.0		
Total Course Cost				\$ 11,555

Savings from Hova TCO	\$ 2,955
Percentage savings	25.6%

Hova TCO - Commercial Multi Engine

Item	Aircraft type	Hours	Rate	Total
Solo time	P2004 Bravo	55.0	135	7,425
Supervised Solo time	P2006T	10.0	300	3,000
Dual time	P2004 Bravo	14.0	135	1,890
Dual time	BE24	10.0	185	1,850
Dual time	P2006T	25.0	300	7,500
Flight test Multi	P2006T	1.5	300	450
Flight test Single		1.5	185	278
Simulator time		6.0	75	450
Flight instruction SEL/Sim		30.0	50	1,500
Flight Instruction MEL		35.0	60	2,100
Pre and post flight briefings		20.0	50	1,000
Study materials				400
Ground school		25.0	20	500
Written test fee				150
External Examiner fees (Two)				1,000
Total Flight/Sim hours		123.0		
Total Course Cost				\$ 29,493

Fairmont State TCO - Commercial Multi Engine (Pending)

Item	Aircraft type	Hours	Rate	Total
Solo time	P2004 Bravo	28.0	135	3,780
Dual time	P2004 Bravo	10.5	135	1,418
Dual time	Beech Sierra (Complex)	11.5	185	2,128
Dual time	P2006T - Twin	47.5	300	14,250
Flight Test Single	Beech Sierra (Complex)	1.5	185	278
Flight test Multi	P2006T	1.5	300	450
Simulator time - Twin		24.0	75	1,800
Flight instruction SEL/Sim		46.0	50	2,300
Flight Instruction MEL		47.5	60	2,850
Pre and post flight briefings		47.0	50	2,350
Study materials				400
Collective Ground school		25.0	20	500
Written test fee				150
External Examiner fees (Two)				1,000
Total Flight/Sim hours		124.5		
Total Course Cost				\$ 33,653

Savings from Hova TCO	\$ 4,160
Percentage savings	12.4%

Fee Planning Schedule- Per Semester
Academic Year 2015-16

Institution: Fairmont State University

	Rate Per Semester 2012-13	Rate Per Semester 2013-14	Rate Per Semester 2014-15	Rate Per Semester 2015-16	Increase (Decrease)	Estimated Revenue 2014-15	Estimated Revenue Increase 2015-16	Estimated Number of Students 2015-16	Estimated Revenue 2015-16	Increase %
III. Room and Board Charges										
Bryant Place (singles) (per bed price)	2,461	2,584	2,714	2,888	174	651,360	41,760	240	693,120	6.41%
Bryant Place (doubles) (per bed price)	2,078	2,182	2,291	2,439	148	36,656	2,368	16	39,024	6.46%
Bryant Place (triples) (per bed price)	2,026	2,128	2,234	2,371	137	321,696	19,728	144	341,424	6.13%
Prichard (double) (per bed price)	1,826	1,917	2,013	2,145	132	301,950	19,800	150	321,750	6.56%
Morrow (double) (per bed price)	1,826	1,917	2,013	2,145	132	328,119	21,516	163	349,635	6.56%
Pence (double) (per bed price)	1,826	1,917	2,013	2,145	132	285,846	18,744	142	304,590	6.56%
Note: Damage Deposit Dorms \$200.00										
Board - 15 Meal Plan with 65 points (5-day)	1640	1,672	1,722	1,774	52	125,706	3,796	73	129,502	3.02%
Board - 19 Meal Plan with 75 points (7-day)	1,796	1,832	1,887	1,944	57	543,456	16,416	288	559,872	3.02%
Board - new 15 Meal Plan with 150 points (7-day)	1,726	1,760	1,813	1,867	54	1,508,416	44,928	832	1,553,344	2.98%
Board - new 12 Meal Plan with 225 points (5-day)	1,664	1,697	1,748	1,800	52	1,052,296	31,304	602	1,083,600	2.97%

Fee Planning Schedule- Per Semester
Academic Year 2015-16

Institution: Fairmont State University

	Rate Per Semester 2012-13	Rate Per Semester 2013-14	Rate Per Semester 2014-15	Rate Per Semester 2015-16	Increase (Decrease)	Estimated Revenue 2014-15	Estimated Revenue Increase 2015-16	Estimated Number of Students 2015-16	Estimated Revenue 2015-16	Increase %
IV. Apartment and House Rental Room Rates										
1 Bedroom (unfurnished) (Apartment Price)	3,141	3,314	3,529	3,896	367	35,290	3,670	5	38,960	10.40%
2 Bedroom (unfurnished) (Apartment Price)	4,800	4,944	5,092	5,708	616	763,800	92,400	150	856,200	12.10%
2 Bedroom (furnished) (Apartment Price)	5,156	5,440	5,794	6,452	658	312,876	35,532	54	348,408	11.36%
3 Bedroom (furnished) (Apartment Price)	7,203	7,599	8,094	9,045	951	32,376	3,804	6	36,180	11.75%
Note: Damage Deposit Apartments \$200.00										
Notes:										
Per bed prices are:										
2 bedroom (unfurnished)	2,400	2,472	2,546	2,854	308					12.10%
2 bedroom (furnished)	2,578	2,720	2,897	3,226	329					11.36%
3 bedroom (furnished)	2,401	2,533	2,698	3,015	317					11.75%
All rates now include utility costs of \$24 per student or \$144 per semester										
Average rent increase per bed without utility increase = 6.4%										

Fee Planning Schedule- Per Semester
Academic Year 2015-16
Institution: Fairmont State University

	Rate Per Semester/ Occurrence 2012-13	Rate Per Semester/ Occurrence 2013-14	Rate Per Semester/ Occurrence 2014-15	Requested Rate Per Semester/ Occurrence 2015-16	Increase (Decrease)	Estimated Revenue 2014-15	Estimated Revenue Increase 2015-16	Estimated Revenue 2015-16
II. Special Fees and Charges								
Application Fee - Graduate	40	40				6,750	0	6,750
Application Fee - Undergraduate	20	20				10,280	0	10,280
Credential Fee - Placement	3	3				0	0	0
Community College Baccalaureate Enhancement Fee (Per Credit Hour)								
Resident	58	62	66	78	12	104,160	6,720	110,880
Non-Resident	91	93	103		10	17,856	1,920	19,776
Credit for Life Experience Evaluation	300	300				0	0	0
Course Fee (Per Credit Hour) (previously known as Technology Fee)	4	6				582,201	0	582,201
Diploma Replacement	50	50				600	0	600
E-Rate University (per 3 hour course)	972	972				0	0	0
E-Rate Graduate (per 3 hour course)*	1,476	1,476				0	0	0
E-Learning Course Fee (per 3 hour course) (FS Students)	75	75	150		75	300,300	150,150	450,450
Exam for Course Credit (per credit hour)	22	22				77	0	77
Excess course withdrawal fee (per course assessed after 8 courses have been dropped)	50	50				1,550	0	1,550
Faculty and Staff Parking Fee - Full-time (will be prorated if less than full-time) Annual	180	180				97,600	0	97,600
Fine Arts Course Fees (per credit hour):								
- Art - Pottery Materials Fee	15	15				5,380	0	5,380
- Art Painting/Drawing Materials Fee	7	7				43,200	0	43,200
- Debate - Materials Fee	15	15				300	0	300
- Music Lessons Fee	10	10				4,364	0	4,364
- Theatre Materials Fee	15	15				3,000	0	3,000
Foreign Languages Course Fee (per credit hour)	8	8				8,288	0	8,288
Graduation (fee for Graduate Students)	70	70				3,850	0	3,850
Graduation (fee for Undergraduate Students)	50	50				41,530	0	41,530
Graduation Application Late Fee	50	50				5,650	0	5,650
ID Card Replacement Fee	15	15				12,600	0	12,600
Late Registration	50	50				0	0	0
Late Payment Fee	50	50				120,400	0	120,400
Occupational Develop/Tech Studies Degree Evaluation	150	150				0	0	0
Off-Campus Instruction (per credit hour up to 12 hours max)	15	15				84,527	0	84,527
MBA Course Fee (per credit hour)	25	25				12,000	0	12,000
New Student Fee	120	120				236,160	0	236,160
Nursing Lab Fee (per credit hour)	12	12				42,247	0	42,247
Nursing Testing Fee (per semester)	166	166				59,280	0	59,280
Nursing Uniform Fee (once per program)	155	155				21,851	0	21,851
Priority Transcript Fee	9	9				5,745	0	5,745
Regents' BA Degree Evaluation	300	300				0	0	0
Reinstatement Fee	25	25				3,775	0	3,775
Returned Check Fee	10	15				270	0	270
Senior Citizens Audit Fee (per credit hour)	22	22				0	0	0
Teacher Education - Clinical Experiences Fee	150	150				22,350	0	22,350
University/Graduate Enhancement Fee (per credit hour)								
Resident	100	113	115	116	1	5,424	96	5,520
Non-Resident	218	249	255	257	2	0	0	0
HHP Outdoor Course Fee (per credit hour)	30	30				17,600	0	17,600
Fine Arts Major Course Fee (per credit hour)	50	50				0	0	0
School of Education Portfolio Fee (one-time)	130	130				0	0	0
Storytelling Course Fee (per credit hour)	40	40				1,092	0	1,092
Tobacco Free Fine (2nd offense)			New	50	50	0		0
Tobacco Free Fine (3rd offense)			New	100	100	0		0
Supplemental Math Course Fee			New	75	75	0	75,000	500
SCIE Course Fee			New	75	75	0	60,000	400
On-line/Hybrid Course Fee (per 3 hour course)			New	75	75	0	19,500	260

Tuition and Fee
Comparison to other WV
State Baccalaureate
Colleges and Universities
This comparison assumes
that all other institutions
will be increasing their
tuition and fees by 5%

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2015-2016
Assumes a 5% increase for all other institutions

Undergraduate Annual Resident Rates (without college fees)

Institution	E&G Tuition Fees	E&G Capital Fees	Auxiliary Fees	Special Equity Fees	College Fees	Tuition and Fees 15-16	Tuition and Fees 14-15	Percent increase from 14-15
West Liberty University - Nursing & Dental Hygiene	\$6,526	\$600	\$620	\$150		\$7,896	\$7,520	5.00%
West Liberty University Bachelor of Arts in Organizational Leadership and Admin	\$6,781	\$600	\$96	\$144		\$7,621	\$7,258	5.00%
West Liberty University - College of Science (excludes Nursing & Dental Hygiene)	\$5,798	\$600	\$620	\$150		\$7,168	\$6,827	5.00%
West Virginia University*	\$5,218	\$676	\$1,224	\$0		\$7,118	\$6,779	5.00%
West Liberty University - Business, Graphic Design, and Broadcast Journalism	\$5,736	\$600	\$620	\$150		\$7,106	\$6,768	5.00%
Glennville State College	\$5,286	\$744	\$456	\$552		\$7,038	\$6,703	5.00%
Shepherd University	\$4,995	\$584	\$1,172	\$146		\$6,897	\$6,569	5.00%
West Liberty University	\$5,494	\$600	\$620	\$150		\$6,864	\$6,537	5.00%
Marshall University	\$5,347	\$828	\$678	\$0		\$6,853	\$6,527	5.00%
Fairmont State University	\$4,590	\$588	\$1,152	\$290		\$6,620	\$6,306	4.98%
Concord University	\$5,417	\$674	\$526	\$0		\$6,617	\$6,302	5.00%
West Virginia State University	\$5,629	\$350	\$441	\$120		\$6,540	\$6,229	5.00%
WVU Institute of Technology	\$5,361	\$604	\$438	\$0		\$6,403	\$6,098	5.00%
Bluefield State College	\$5,400	\$450	\$252	\$32		\$6,134	\$5,842	5.00%
West Liberty University - RN to BSN (Resident, Non-Resident, & Metro)	\$5,140	\$600	\$96	\$144		\$5,980	\$5,695	5.00%
WVU - Potomac (Bachelor's Degree)	\$3,997	\$300	\$254	\$0		\$4,551	\$4,334	5.00%
WVU - Parkersburg (Bachelor's Degree)	\$2,900	\$100	\$0	\$0		\$3,000	\$2,857	5.00%
AVERAGE						\$6,495	\$6,185	

Undergraduate Annual Resident Rates (with college fees)

WVU - Engineering & Mineral Resources	\$5,273	\$676	\$1,224	\$0	\$1,108	\$8,281	\$7,887	5.00%
WVU - Business	\$5,267	\$676	\$1,224	\$0	\$982	\$8,149	\$7,761	5.00%
WVU - Nursing	\$5,251	\$676	\$1,224	\$0	\$662	\$7,813	\$7,441	5.00%
WVU - Eberly	\$5,238	\$676	\$1,224	\$0	\$404	\$7,542	\$7,183	5.00%
Fairmont State University - Architecture Program	\$4,590	\$588	\$1,152	\$290	\$800	\$7,420	\$6,306	17.67%
Marshall - Business	\$5,373	\$828	\$678	\$0	\$515	\$7,394	\$7,042	5.00%
Marshall - Nursing	\$5,363	\$828	\$678	\$0	\$315	\$7,184	\$6,842	5.00%
Fairmont State University - School of Nursing	\$4,590	\$588	\$1,152	\$290	\$500	\$7,120	\$6,806	4.61%
Marshall - Science & Technology	\$5,358	\$828	\$678	\$0	\$210	\$7,074	\$6,737	5.00%
Fairmont State University - College of Science & Technology	\$4,590	\$588	\$1,152	\$290	\$400	\$7,020	\$6,306	11.32%
Fairmont State University - Criminal Justice Program	\$4,590	\$588	\$1,152	\$290	\$300	\$6,920	\$6,306	9.74%
Fairmont State University - School of Business	\$4,590	\$588	\$1,152	\$290	\$300	\$6,920	\$6,606	4.75%
AVERAGE						\$7,403	\$6,935	

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2015-2016
Assumes a 5% increase for all other institutions

Undergraduate Annual Non-Resident Rates (without college fees)

<u>Institution</u>	E&G Tuition Fees	E&G Capital Fees	Auxiliary Fees	Special Equity Fees	College Fees	Tuition and Fees 15-16	Tuition and Fees 14-15	Percent increase from 14-15
West Virginia University*	\$18,157	\$2,310	\$1,178	\$0		\$21,645	\$20,614	5.00%
Shepherd University	\$14,612	\$1,534	\$1,172	\$146		\$17,464	\$16,632	5.00%
WVU Institute of Technology	\$13,688	\$1,988	\$438	\$0		\$16,114	\$15,347	5.00%
Marshall University	\$13,390	\$1,858	\$678	\$0		\$15,926	\$15,168	5.00%
Glenville State College	\$12,468	\$2,064	\$480	\$864		\$15,876	\$15,120	5.00%
West Liberty University - Nursing & Dental Hygiene	\$14,896	\$200	\$620	\$150		\$15,866	\$15,110	5.00%
West Virginia State University	\$13,425	\$1,300	\$440	\$120		\$15,285	\$14,557	5.00%
West Liberty University - College of Science (excludes Nursing & Dental Hygiene)	\$14,234	\$200	\$620	\$150		\$15,204	\$14,480	5.00%
West Liberty University - Business, Graphic Design, and Broadcast Journalism	\$13,778	\$600	\$620	\$150		\$15,148	\$14,427	5.00%
West Liberty University	\$13,558	\$600	\$620	\$150		\$14,928	\$14,217	5.00%
Concord University	\$12,303	\$1,870	\$526	\$0		\$14,699	\$13,999	5.00%
Fairmont State University	\$10,538	\$1,990	\$1,152	\$290		\$13,970	\$13,306	4.99%
Bluefield State College	\$9,644	\$1,688	\$252	\$32		\$11,616	\$11,063	5.00%
WVU - Potomac (Bachelor's Degree)	\$9,540	\$1,600	\$254	\$0		\$11,394	\$10,851	5.00%
West Liberty University - Bachelor of Arts in Organizational Leadership & Admin.	\$6,651	\$200	\$620	\$150		\$7,621	\$7,258	5.00%
West Liberty University - RN to BSN	\$5,010	\$200	\$620	\$150		\$5,980	\$5,695	5.00%
AVERAGE						\$14,296	\$13,615	

Undergraduate Annual Non-Resident Rates (with college fees)

WVU - Engineering & Mineral Resources	\$18,242	\$2,310	\$1,178	\$0	\$1,714	\$23,444	\$22,328	5.00%
WVU - Business	\$18,226	\$2,310	\$1,178	\$0	\$1,386	\$23,100	\$22,000	5.00%
WVU - Nursing	\$18,212	\$2,310	\$1,178	\$0	\$1,111	\$22,811	\$21,725	5.00%
WVU - Eberly	\$18,187	\$2,310	\$1,178	\$0	\$604	\$22,279	\$21,218	5.00%
Marshall - Nursing	\$13,438	\$1,858	\$678	\$0	\$945	\$16,919	\$16,113	5.00%
Marshall - Business	\$13,435	\$1,858	\$678	\$0	\$884	\$16,855	\$16,052	5.00%
Marshall - Science & Technology	\$13,411	\$1,858	\$678	\$0	\$420	\$16,367	\$15,588	5.00%
Fairmont State University - Architecture Program	\$10,538	\$1,990	\$1,152	\$290	\$800	\$14,770	\$13,306	11.00%
Fairmont State University - School of Nursing	\$10,538	\$1,990	\$1,152	\$290	\$500	\$14,470	\$13,806	4.81%
Fairmont State University - College of Science & Technology	\$10,538	\$1,990	\$1,152	\$290	\$400	\$14,370	\$13,306	8.00%
Fairmont State University - Criminal Justice Program	\$10,538	\$1,990	\$1,152	\$290	\$300	\$14,270	\$13,306	7.24%
Fairmont State University - School of Business	\$10,538	\$1,990	\$1,152	\$290	\$300	\$14,270	\$13,606	4.88%
AVERAGE						\$19,002	\$16,863	

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2015-2016
Assumes a 5% increase for all other institutions

Graduate Annual Resident Rates (without college fees)

Institution	E&G Tuition Fees	E&G Capital Fees	Auxiliary Fees	Special Equity Fees	College Fees	Tuition and Fees 15-16	Tuition and Fees 14-15	Percent increase from 14-15
WVU - Law (1)	\$15,141	\$1,970	\$1,140	\$290		\$19,468	\$18,541	5.0%
WVU - Pharmacy D. - Traditional	\$14,423	\$1,970	\$1,140	\$290		\$18,714	\$17,823	5.0%
WVU - Public Health Masters	\$7,940	\$1,970	\$1,140	\$290		\$11,907	\$11,340	5.0%
WVU - Occupational Therapy	\$7,864	\$1,970	\$1,140	\$290		\$11,827	\$11,264	5.0%
WVU - Clinical Translation Science	\$7,657	\$1,970	\$1,140	\$290		\$11,610	\$11,057	5.0%
WVU - Pharmacy	\$7,318	\$1,970	\$1,140	\$290		\$11,254	\$10,718	5.0%
WVU - Pathology Assistant	\$7,165	\$1,970	\$1,140	\$290		\$11,093	\$10,565	5.0%
WVU - Nursing	\$5,956	\$1,970	\$1,140	\$290		\$9,824	\$9,356	5.0%
WVU - Medicine	\$5,899	\$1,970	\$1,140	\$290		\$9,764	\$9,299	5.0%
West Virginia University*	\$4,179	\$1,970	\$1,140	\$290		\$7,958	\$7,579	5.0%
Shepherd University	\$6,436	\$368	\$72	\$0		\$7,581	\$7,220	5.0%
Marshall University	\$5,054	\$808	\$678	\$0		\$7,210	\$6,867	5.0%
West Virginia State University	\$5,808	\$262	\$330	\$0		\$7,188	\$6,846	5.0%
Fairmont State University	\$5,110	\$588	\$1,152	\$290		\$7,148	\$6,808	4.99%
Concord University	\$5,074	\$674	\$704	\$0		\$7,114	\$6,775	5.0%
West Liberty University	\$5,684	\$600	\$90	\$0		\$7,028	\$6,693	5.0%
AVERAGE						\$10,418	\$9,922	

*West Virginia University rates do not include additional college tuition fees for each college. See attached charts that show this information.

Graduate Annual Resident Rates (with college fees)

Fairmont State University - Masters of Architecture	\$5,110	\$588	\$1,152	\$290	\$800	\$7,948	\$7,608	4.47%
AVERAGE						\$7,948	\$7,608	

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2015-2016
Assumes a 5% increase for all other institutions

Graduate Annual Non-Resident Rates (without college fees)

Institution	E&G Tuition Fees	E&G Capital Fees	Auxiliary Fees	Special Equity Fees	College Fees	Tuition and Fees 15-16	Tuition and Fees 14-15	Percent increase from 14-15
WVU - Pharmacy D. - Traditional	\$34,759	\$1,970	\$1,140	\$290		\$40,067	\$38,159	5.0%
WVU - Law (1)	\$32,000	\$1,970	\$1,140	\$290		\$37,170	\$35,400	5.0%
WVU - Public Health Doctorate	\$26,802	\$1,970	\$1,140	\$290		\$31,712	\$30,202	5.0%
WVU - Occupational Therapy	\$26,594	\$1,970	\$1,140	\$290		\$31,494	\$29,994	5.0%
WVU - Clinical Translation Science	\$26,235	\$1,970	\$1,140	\$290		\$31,117	\$29,635	5.0%
WVU - Pharmacy	\$26,103	\$1,970	\$1,140	\$290		\$30,978	\$29,503	5.0%
WVU - Pathology Assistant	\$25,895	\$1,970	\$1,140	\$290		\$30,760	\$29,295	5.0%
WVU - Medicine	\$23,173	\$1,970	\$1,140	\$290		\$27,902	\$26,573	5.0%
WVU - Nursing	\$19,582	\$1,970	\$1,140	\$290		\$24,131	\$22,982	5.0%
West Virginia University*	\$17,900	\$1,970	\$1,140	\$290		\$22,365	\$21,300	5.0%
Marshall University	\$13,246	\$1,998	\$678	\$0		\$17,554	\$16,718	5.0%
West Virginia State University	\$13,822	\$976	\$330	\$120		\$16,811	\$16,010	5.0%
Fairmont State University	\$11,864	\$1,990	\$1,152	\$290		\$15,296	\$14,582	4.90%
Concord University	\$8,662	\$1,968	\$704	\$0		\$12,496	\$11,901	5.0%
Shepherd University	\$8,614	\$1,070	\$72	\$0		\$10,756	\$10,244	5.0%
West Liberty University	\$8,860	\$600	\$90	\$0		\$10,529	\$10,028	5.0%
AVERAGE						\$24,446	\$23,283	

*West Virginia University rates do not include additional college tuition fees for each college. See attached charts that show this information.

Graduate Annual Non-Resident Rates (with college fees)

Fairmont State University - Masters of Architecture	\$11,864	\$1,990	\$1,152	\$290	\$800	\$16,096	\$15,382	4.64%
AVERAGE						\$16,096	\$15,382	

Meal Plan comparison
to other WV State
Baccalaureate colleges
and universities

This comparison
assumes that all other
institutions will be
increasing their meal
plans by 2%

West Virginia Higher Education Policy Commission
 PROPOSED Meal Plan Prices - Per Semester 2015-2016
 Assumes a 2% increase to meal plans for all other institutions

Twenty Meal Plan Rate

<u>INSTITUTION</u>	<u>Meal Plan Semester Price</u>	<u>Bonus dollars</u>	<u>2% Increase</u>
WEST VIRGINIA UNIVERSITY	\$2,313	\$50	\$2,359

Nineteen Meal Plan Rate

<u>INSTITUTION</u>	<u>Meal Plan Semester Price</u>	<u>Bonus dollars</u>	<u>2% Increase</u>
SHEPHERD UNIVERSITY (Deluxe 30)	\$2,230	\$200	\$2,275
WEST VIRGINIA STATE UNIVERSITY (plus 4 late night meals)	\$2,066	\$150	\$2,107
SHEPHERD UNIVERSITY	\$2,000		\$2,040
POTOMAC STATE COLLEGE	\$1,948	\$50	\$1,987
CONCORD UNIVERSITY	\$1,918	\$20	\$1,956
WEST LIBERTY UNIVERSITY	\$1,915	\$100	\$1,953
FAIRMONT STATE UNIVERSITY (7-day)	\$1,887	\$75	\$1,944 *
WEST VIRGINIA STATE UNIVERSITY	\$1,888	\$175	\$1,926
WVU INSTITUTE OF TECHNOLOGY	\$1,855		\$1,892

Fifteen Meal Plan Rate

<u>INSTITUTION</u>	<u>Meal Plan Semester Price</u>	<u>Bonus dollars</u>	<u>2% Increase</u>
WEST VIRGINIA UNIVERSITY	\$2,034	\$50	\$2,075
MARSHALL UNIVERSITY	\$1,918	\$200	\$1,956
GLENVILLE STATE COLLEGE	\$1,870	\$150	\$1,907
POTOMAC STATE COLLEGE	\$1,834	\$50	\$1,871
FAIRMONT STATE UNIVERSITY (7-day)	\$1,813	\$150	\$1,867 *
WEST VIRGINIA STATE UNIVERSITY	\$1,828	\$175	\$1,865
MARSHALL UNIVERSITY	\$1,818	\$100	\$1,854
FAIRMONT STATE UNIVERSITY (5-day)	\$1,722	\$65	\$1,774 *
WVU INSTITUTE OF TECHNOLOGY	\$1,726		\$1,761
MARSHALL UNIVERSITY	\$1,718		\$1,752

Fourteen Meal Plan Rate

<u>INSTITUTION</u>	<u>Meal Plan Semester Price</u>	<u>Bonus dollars</u>	<u>2% Increase</u>
WEST VIRGINIA UNIVERSITY (Gold Plan - 220 meals/week)	\$2,392	\$300	\$2,440
WEST LIBERTY UNIVERSITY	\$1,915	\$200	\$1,953

Twelve Meal Plan Rate

<u>INSTITUTION</u>	<u>Meal Plan Semester Price</u>	<u>Bonus dollars</u>	<u>2% Increase</u>
CONCORD STATE UNIVERSITY	\$1,918	\$175	\$1,956
FAIRMONT STATE UNIVERSITY (5-day)	\$1,748	\$225	\$1,800 *

* Fairmont State's average increase is 3%

West Virginia Higher Education Policy Commission
 PROPOSED Meal Plan Prices - Per Semester 2015-2016
 Assumes a 2% increase to meal plans for all other institutions

Ten Meal Plan Rate

<u>INSTITUTION</u>	<u>Meal Plan Semester Price</u>	<u>Bonus dollars</u>	<u>2% Increase</u>
WEST LIBERTY UNIVERSITY	\$1,915	\$300	\$1,953
WEST VIRGINIA UNIVERSITY (Blue Plan - 160 meals/week)	\$1,885	\$300	\$1,923
GLENVILLE STATE UNIVERSITY	\$1,870	\$250	\$1,907
WVU INSTITUTE OF TECHNOLOGY	\$1,593		\$1,625
POTOMAC STATE COLLEGE	\$1,590	\$50	\$1,622
MARSHALL UNIVERSITY	\$1,388		\$1,416

Seven Meal Plan Rate

<u>INSTITUTION</u>	<u>Meal Plan Semester Price</u>	<u>Bonus dollars</u>	<u>2% Increase</u>
CONCORD STATE UNIVERSITY	\$1,918	\$260	\$1,956
GLENVILLE STATE UNIVERSITY	\$1,870	\$350	\$1,907

Other Meal Plan Rate

<u>INSTITUTION</u>	<u>Meal Plan Semester Price</u>	<u>Bonus dollars</u>	<u>2% Increase</u>
MARSHALL UNIVERSITY (Ultimate Access International Students)	\$2,277		\$2,323
MARSHALL UNIVERSITY (Unlimited)	\$2,019	\$250	\$2,059
MARSHALL UNIVERSITY (Unlimited)	\$1,919	\$150	\$1,957
MARSHALL UNIVERSITY (Unlimited)	\$1,819	\$50	\$1,855

Housing Rent Rates (per
semester) comparison to
other WV State
Baccalaureate colleges
and universities

This comparison assumes
that all other institutions
will be increasing their
Housing rents by 3%

**Comparison of Suite-Style Rates for WV
Institutions- FY 2015
(Totals are based on per student per semester)**

Assumes a 3% increase to room rates for all other institutions

Single		
Entity	Rate	3% increase
Shepherd University - Burkhart, Moler, Yost, Miller, Martin, Lurry, and Boteler	4,425	4,558
Marshall University - Marshall Commons	3,976	4,095
Marshall University - Twin Towers	3,542	3,648
Marshall University - Buskirk	3,613	3,721
Marshall University - Holderby Hall	3,153	3,248
West Virginia University - Honors	3,315	3,414
West Virginia Institute of Technology - Maclin (Suite)	3,245	3,342
West Virginia University - Stalnaker	3,267	3,365
West Virginia University - Lincoln	3,267	3,365
West Virginia Institute of Technology - Ratliff (Suite)	3,137	3,231
West Virginia University - Fieldcrest	3,159	3,254
West Virginia University - Residence Halls (Suites)	3,047	3,138
Potomac State College of WVU - University Place	2,949	3,037
Concord University - North and South Towers	2,855	2,941
Fairmont State University - Bryant Place	2,714	2,888 *
West Liberty University - Residence Halls (Suite and Traditional)	2,695	2,776
Potomac State College of WVU - Catamount Place	2,348	2,418

Double		
Entity	Rate	3% increase
West Virginia University - Honors	3,176	3,271
West Virginia University - Lincoln	3,071	3,163
West Virginia Institute of Technology - Maclin (Suite)	3,028	3,119
Glenville State University - (Scott Wing)	3,150	3,245
Marshall University - Marshall Commons	2,979	3,068
Marshall University - First Year South (Capstone) - (Double Only)	2,954	3,043
Marshall University - First Year North (Capstone) - (Double Only)	2,868	2,954
Shepherd University - Burkhart, Moler, Yost, Miller, Martin, Lurry, and Boeteler	2,950	3,039
West Virginia University - Stalnaker	2,776	2,859
West Virginia University - Fieldcrest	3,553	3,660
West Virginia University - Residence Halls (Suites)	2,586	2,664
Marshall University - Twin Towers	2,542	2,618
Marshall University - Buskirk	2,593	2,671
Fairmont State University - Bryant Place	2,291	2,439 *
West Liberty University - Residence Halls (Suite and Traditional)	2,360	2,431
West Virginia Institute of Technology - Ratliff (Suite)	2,163	2,228
Concord University - North and South Towers	2,290	2,359
Potomac State College of WVU - University Place	2,167	2,232
Glenville State University - Pickens (Double Suites Only)	2,100	2,163
Potomac State College of WVU - Catamount Place	2,424	2,497

Triple		
Entity	Rate	3% increase
West Virginia University - Residence Hall (Suites)	2,561	2,638
West Virginia University - Fieldcrest	2,685	2,766
Fairmont State University - Bryant Place	2,234	2,371
Concord University - North & South Towers	2,124	2,188
Concord University - (Suites)	2,209	2,275

Quads		
Entity	Rate	3% increase
West Virginia University - Residence Hall (Suites)	2,635	2,714

*Average rent increase is 6.40%

**Comparison of Traditional Residence Hall Room
Rates for WV Institutions - FY 15
(Totals are based on per student per semester)**

Assumes a 3% increase to room rates for all other institutions

Single		
Entity	Rate	3% increase
Shepherd University - Gardiner, Kenamond, Shaw, Turner, Thacher	3,668	3,778
West Virginia State - single occ. In double room	3,553	3,660
Marshall University - Buskirk	3,542	3,648
Marshall University - Twin Towers West	3,542	3,648
West Virginia Institute of Technology - Maclin (Traditional)	3,353	3,454
West Liberty University - Residence Halls (Suite and Traditional)	2,745	2,827
Marshall University - Holderby (Single Only)	3,251	3,349
Glenville State University - Goodwin	3,275	3,373
West Virginia University - Residence Halls (Traditional)	3,108	3,201
West Virginia Institute of Technology - Ratliff (Traditional)	3,137	3,231
West Virginia State - Sullivan East 8th Floor (no double)	2,937	3,025
West Virginia State - Dawson Hall	2,979	3,068
West Virginia State University - Sullivan West	2,804	2,888
West Virginia State University - Sullivan East	2,804	2,888
Potomac State College of WVU	2,348	2,418
Concord University - Laura A. Sarvay, Damaris O. Wilson, and W.S. Wooddell	2,637	2,716

Double		
Entity	Rate	3% increase
West Virginia Institute of Technology - Maclin (Traditional)	3,028	3,119
Marshall University - Buskirk	2,542	2,618
Marshall University - Twin Towers East (Double Only)	2,542	2,618
Marshall University - Twin Towers West	2,542	2,618
Glenville State University - Goodwin	2,660	2,740
West Virginia University - Residence Halls (Traditional)	2,478	2,552
Shepherd University - Gardiner, Kenamond, Shaw, Turner, Thacher	2,445	2,518
West Virginia Institute of Technology - Ratliff (Traditional)	2,921	3,009
Fairmont State University - Morrow	2,013	2,145 *
Fairmont State University - Pence	2,013	2,145 *
Fairmont State University - Prichard	2,013	2,145 *
Concord University - Laura A. Sarvay, Damaris O. Wilson, and W.S. Woddell	1,991	2,051
West Virginia State University - Dawson	2,079	2,141
West Virginia State University - Sullivan East	1,935	1,993
West Virginia State University - Sullivan West	1,935	1,993
West Liberty University - Residence Halls (Suite and Traditional)	1,850	1,906
Potomac State College of WVU	1,767	1,820

Triple		
Entity	Rate	3% increase
West Virginia University - Residence Halls (Traditional)	2,351	2,422
Concord University - Residence Halls	1,991	2,051
Potomac State College - Residence Halls	1,519	1,565

Note: Fairmont State University does not have Traditional - Triple Rooms

Quad		
Entity	Rate	3% increase
West Virginia University - Residence Halls (Traditional)	2,213	2,279

Note: Fairmont State University does not have Traditional - Quad Rooms

*Average rent increase is 6.56%

Comparison of Apartment Rates for WV Institutions FY 2015

(Totals are based on per student per semester)

Assumes a 3% increase to room rates for all other institutions

Single		
Entity	Rate	3% increase
West Virginia University - Vandalia	6,522	6,718
West Virginia University - College Park	5,214	5,370
West Virginia State University	4,770	4,913
Falcon Crest Apartments	4,750	4,893
Fairmont State University - College Park	3,529	3,896
Shepherd University - Dunlop and Printz Apartments	3,630	3,739

Double		
Entity	Rate	3% increase
West Virginia State University	4620	4,759
West Virginia University - College Park	4,134	4,258
West Virginia University - Vandalia	3,900	4,017
Falcon Crest Apartments	3,750	3,863
Glennville State University - Pioneer Village	3,110	3,203
Fairmont State University - College Park (Furnished)	2,897	3,226
Fairmont State University - College Park (Unfurnished)	2,546	2,854
West Liberty University - University Place (Apartments)	2,890	2,977
Shepherd University - Dunlop and Printz Apartments	2,420	2,493
West Liberty University Common Apartments	2,360	2,431

Triple		
Entity	Rate	3% increase
West Virginia University - College Park	3,954	4,073
Fairmont State University - College Park	2,698	3,015

Quads		
Entity	Rate	3% increase
West Virginia University - College Park	3,594	3,702

Notes:

All rates now include utility costs of \$24 per student or \$144 per semester

Average rent increase per bed without utility increase = 6.4%

*= students pay electric

Tab 5

**Fairmont State University
Board of Governors
April 16, 2015**

Item: Approval of Policy #60 - Email Established as an Official Form of Communication

Committee: Committee of the Whole

Recommended Resolution: Approval of the Email Established as an Official Form of Communication Policy #60 following the comment period.

Staff Member: Rick Porto

Background: Currently, there is a high dependency on email communication to inform faculty, staff, and students about important matters. The University administration feels it important that policy 60 be issued to establish email as the official form of communication and to allow administration the authority to assign an email to all faculty, staff, and students and to provide access to all a computer or kiosk and training on use of same, so they will be able to review their emails on a regular and timely basis.

The policy has been amended based on the work of VP/CIO John Lypany with the institutional Technology Committee, which reviewed the draft policy and made recommended changes (noted in red on the draft) and on pertinent comments received. Administration does not believe that the recommended revisions are substantial enough to warrant a new comment period.

Fairmont State University Board of Governors
POLICY NO. ~~5960~~

TITLE: Email Established as the Official Form of Communication for the University

ORIGINATION: August 29, 2014

EFFECTIVE DATE: xxxx

STATUS: New Policy

AUTHORS: Human Resources/Information Technology

Comment [cc1]: Authorship/"ownership" sometimes gets lost. This should probably be on every policy draft.

SECTION 1. GENERAL

1.1 To establish and ensure that Fairmont State University campus email is an official method of communication between, faculty, staff, and students and to ensure that email messages from the University directed to faculty, staff, and students are delivered and accessible to the intended recipient where internet service is available.

Comment [LJ2]: Change made to address faculty concern that email is not always accessible off campus in places where Internet service may not be available. Therefore, the policy could not ensure in all cases email is retrieved by recipient.

SECTION 2. SCOPE AND APPLICABILITY

2.1 This issuance applies to all constituents of Fairmont State University for whom a campus email account is provided, including but not limited to students, staff, faculty and others assigned institutional email accounts.

SECTION 3. DEFINITIONS

3.1 **Campus Email Account:** An email account provided by the University (associated with a domain name owned and managed by the institution) and assigned for the exclusive use of one individual.

3.2 **Campus Directory:** The online address book associated with the faculty/staff email system.

SECTION 4. POLICY

4.1 **Institutional Communications:** Fairmont State will utilize institutionally-issued email accounts to convey university-related, critical, and/or time sensitive information to faculty, staff, and students. Automated communications from our student information system will also be sent exclusively to the campus email address. In some instances, email communication may be the only means by which particular information is conveyed. Examples include, but are not limited to:

Comment [LJ3]: Moved original 4.2 to this location for clarity.

4.1.1 Announcement of policy or regulatory changes.

4.1.2 Human Resources or employment-related notifications/deadlines; information from the State ERP.

4.1.3 Financial Aid or registration notifications/deadlines.

4.1.4 Class or work schedule changes.

4.1.5 Inclement weather advisories/instructions.

4.1.6 Mandatory training or meeting notifications.

4.1.7 Any other information deemed relevant and/or necessary to employees or students, or the Fairmont community members.

4.2 **Confidentiality:** Email communication from Fairmont State faculty/staff to students must originate from an official University account. University email correspondence might contain information protected by various regulations like FERPA or may simply include communications intended to remain confidential or private in nature. For this reason, the university will not access this content unless for just cause such as when requested by law enforcement or legal counsel. All messages contained within the University's email system are the property of and proprietary to the institution except when that conflicts with intellectual property rights outlined in FSU's Board of Governors Policy No. 55.

To ensure institutional legal compliance and protect privacy, faculty and staff should take necessary precautions when using the university email system. Employees are asked not to automatically forward university email to an external email account. Doing so creates additional risk that this correspondence might be accessed by third-parties not authorized to view such content. Since university email can be accessed from smart phones and other portable devices it is important to be aware that most apps used for this purpose copy email content directly to the device. Therefore, pass codes should be set on all smart phones and mobile devices used to access university email to protect this information if the device is lost or stolen. The University Information Technology department should also be notified if the device is lost or stolen.

4.3 **Distribution Lists:** University email distribution lists will be used ONLY to disseminate information directly related to the business of the institution (re: Board of Governors Policy No. 53, "Information Technology")

4.4 **Campus Directory:** All official faculty and staff campus accounts will be maintained in the campus directory.

SECTION 5. RESPONSIBILITIES AND PROCEDURES

5.1 **Information Technology Division:** Information Technology is responsible for the maintenance of the campus directory and campus email system, including the creation of accounts.

5.2 **Business Units:** Institutional business units must ensure that messages are appropriately addressed to campus email addresses.

5.3 **Other Applicable Policies:** The use of institutional accounts shall be governed and in accordance with all institutional and Information Technology guidelines and policies, including the Board of Governors Policy No. 53 on acceptable use of this medium. Intellectual property rights are governed and in accordance with Board of Governors Policy No. 55.

5.4 **Faculty, Staff, and Students:** Faculty, staff, and students must maintain their campus and/or preferred email address to ensure that they receive their email and should check their accounts daily regularly and often so that they do not miss timely notices and information. Faculty, staff and students are responsible for

Comment [LJ4]: Rewritten section based on faculty feedback. Item 4.6 moved here for clarity. The term "forward indiscriminately" was replaced with "automatically forward email" to address faculty confusion. Statement on intellectual property rights added to address faculty concerns.

Comment [LJ5]: Added due to concerns about faculty intellectual property flowing through email.

Comment [LJ6]: Changed must to should.

responding to email notifications sent by authorized parties to their official email accounts in a timely manner. Failure to read and respond appropriately to an email communication in a timely manner (except in instances of system downtime) does not release the employee or student from the obligation of knowing and complying with its content and requirements in a reasonable timeframe. To alert others appropriately, an “out-of-office” notice should be set on your email account when you will be out-of-pocket and unable to check email such as when traveling to remote locations where internet service is not available. This will alert the responsible office of a possible delay in reaching you.

Comment [LJ7]: To address a faculty concern that sometimes they may be traveling to locations where internet service is not available.

DRAFT

Responses to Comments Received on Draft Policy No. 60, "Email Established as the Official Form of Communication for the University" (comment in black, response in green)

- 1) *A serious discussion should be made regarding email content ownership. Fine Arts regularly passes copyrighted material via email communication. How does University policy apply? If I create an idea and share it via campus email can the University attempt to claim copyright or intellectual property ownership of my idea under this policy?* This has already been addressed in FSU BOG Policy No. 53, in effect since 2007. Recent case law decisions are nearly unanimous in declaring email the property of the employer upon whose servers and through whose resources the email is generated and stored; and Policy No. 53 notes that email belongs to the University, and that (4.2) "All eligible faculty, staff and students must create and maintain an FSMail e-mail account. Contractors to Fairmont State may be required to have and maintain an FSMail account as well." That said, it is not currently the practice nor is it intended to be the practice of the University in the future to monitor, check or read employees' and students' emails, except as in those cases provided by BOG policies 53 and 55. Rather, this section of the policy is to provide transparency and give email users notice of the ownership of email, to their own caution. The University regards such communications as personal information, unless and until there is a violation of existing Policy No. 53, which covers acceptable use and transmittal of information and materials. A revision reflecting this has been added to Policy 60 under 4.2. Existing (since 2007) Policy No. 55 addresses copyright.
- 2) *While the University can make every good faith effort to maintain its network and email system, access to the network and email from off campus is not always possible. What if a faculty member goes camping for a week? What if a person travels to a location where internet access is not available?* The policy as written is intended simply to make the receiver of the email accountable for reading it or not, and for being responsible for any actions that were required (if any) of the employee or student by transmittal of the email. For example, if an employee chooses not to read or is unable to access an email reminder of the deadline date for open enrollment for benefits and misses the deadline, the employee, not the University, is responsible.
- 3) *Does this policy prevent faculty from contacting students via Facebook? Fine Arts uses Facebook to create and invite students to events and performances. Is this now prohibited?* This is not a social media policy; no mention is made of, nor is there any intent to prohibit, the use of social media between faculty and students, so long as it is in compliance with Policy Nos. 53 and 55.
- 4) "Section 4.4: Faculty are prohibited from forwarding email indiscriminately to an external account. All messages contained within the system are the property of and proprietary to the institution." *Indiscriminately is a very vague word. As for the final phrase, is this even legal?* The Policy draft has been revised to replace "indiscriminately" with "automatically forward email." FSU BOG policy and case law give ownership of email to the employer.
- 5) "Section 4.6: Email communication from faculty to student must originate from an official University account." *While I agree with this policy and adhere to it 99.9% of the time, I have been known to contact a student on Facebook for the sole purpose of telling her/him to check his/her campus email for an email from me. This is not a social media policy and as such does not limit or proscribe the use of social media for such a purpose.*
- 6) "Section 5.5: Responsibility to read email in a timely manner." *What, precisely, constitutes timely? Does this policy apply to all members of the campus community? How is it going to be enforced? I know for a fact that students do not check FSU email regularly and I don't think this will encourage that. The word "timely" was chosen with intent to mean many things, depending upon individual circumstances. If a Clery Act warning is given, it typically is urgent and*

immediate; if a deadline for benefits enrollment is communicated, “timely” would indicate the employee has someone timeframe to meet. The sender is not to be held responsible for the employee’s missing a warning or deadline. The policy makes this clear. This is an employee policy, or applies to anyone with a University-assigned email account. It’s to be enforced the way any other policy is, with discipline of an employee, or a notation to an employee performance evaluation; or if it results in an employee’s or student’s missing a deadline or important information, the employee or student is him- or herself accountable for any loss.

- 7) *What is a timely manner? And although I know this means all faculty, what about adjunct faculty like our music lesson instructors who teach one student and really don’t need all of the email FSU sends out? Especially if faculty are not allowed to forward the account, FSU email becomes a burden for adjunct faculty like the one I mention above. “Timely” was addressed above. We use specific distribution lists so that only intended recipients get emails relevant to them. Adjunct faculty have their own distribution list, as do faculty, classified staff, students, student workers, e.g., so mail is routed as specifically as we can to the intended audience. However, email is easy to delete; if it does not pertain to an individual, all that person need do is delete it. In the interests of safety, timely warnings and deadlines, it simply is not feasible or reasonable for the sender to edit distribution lists or send information via the recipient’s “preferred” method of receiving it. Crucial time would be lost in many cases; and in some, federal and state laws broken. Further, whether one chooses to be “included” on the various communications that are sent by email is a personal choice. For every employee who sees email as a nuisance, there’s another employee who appreciates receiving such communications and information.*
- 8) *Most students expect any communication they have with their professors to be private. The phrase, "property of and proprietary to the institution," indicates that electronic communications between individual faculty members and students would no longer be private. This new situation may raise legal issues in the face of students' rights to confidentiality. See response to similar comment under #1 above.*
- 9) *Since many faculty members use their own, private, personal mobile devices now to communicate with students, what actions would the university be permitted to take in the case of a lost or stolen device? Would the university have the right to wipe all data from the device? Where are lines drawn? See revisions to policy, 4.2: “Since University email can be accessed from smart phones and other portable devices it is important to be aware that most apps used for this purpose copy email content directly to the device. Therefore, pass codes should be set on all smart phones and mobile devices used to access University email to protect this information if the device is lost or stolen. The University Information Technology department should also be notified if the device is lost or stolen.”*
- 10) *"Property [of] and proprietary to the institution" also suggests that the university might gain the right to profit from any information communicated in faculty and/or student emails. Revised policy draft now reads: “Email communication from Fairmont State faculty/staff to students must originate from an official University account. University email correspondence might contain information protected by various regulations like FERPA or may simply include communications intended to remain confidential or private in nature. For this reason, the University will not access this content unless for just cause such as when requested by law enforcement or legal counsel. All messages contained within the University’s email system are the property of and proprietary to the institution except when that conflicts with intellectual property rights outlined in FSU’s Board of Governors Policy No. 55.”*
- 11) *A larger question about this particular policy and all BOG policies is a visible lack of faculty*

participation in the construction of policies. Faculty do have the capability of offering useful and different approaches and of asking questions policies miss. While I understand there is a faculty representative on the Board of Governors, that is only one voice. Multiple and informed-on-the-subject voices in the development stage of policies might eliminate errors and oversights.

Policies belong to the Board of Governors, not to any one constituency group. They are promulgated by the administrative or academic unit most conversant with the situations surrounding and the needs to be met by the policy. Due to the need to take quick action in developing a policy, it is most often neither feasible nor expedient to spend weeks if not months soliciting input and feedback before even a draft of a needed policy is brought forward to the Board. Nor would all of those who wish to have a say in its crafting be as knowledgeable of the Rules and Codes or business necessity driving the creation of a policy. With all due respect to faculty and others and their abilities, it must be noted that, regarding this particular policy or others more administratively or operationally focused, the appropriate time for their input is during the comment period, from a point of view of efficiency and expedience, and in keeping with the guidance of the Higher Education Policy Commission's Series 4 on rulemaking, and FSU's BOG Policy No. 50, "Policy on Policies." It should be noted that a faculty committee put forward by the Faculty Senate was tasked with revising the faculty leave policy two years ago, as they did not like the one proposed by Human Resources; but they have not brought forward the revised policy as yet. Timeliness in the development and implementation of policies is key to ensuring legal compliance, academic and business needs are met when mandated or called for.

12) *Dear Members of the Board of Governors,*

I am writing to you in response to Board of Governors Policy No. 60, dated August 29, 2014 ("Email Established as the Official Form of Communication for the University"). I greatly appreciate the work that the members of the Board of Governors do to support the work and mission of the University, and I am particularly grateful for the opportunity to work with the students, faculty, staff and Board at Fairmont State University. While I agree in part with the underlying goal of Policy No. 60—to encourage all students, faculty and staff to check their email on a regular basis—I have some concerns regarding the implications and assumptions of this Policy, as well as the manner in which it was introduced.

My concerns can be categorized as falling into two areas. The first area concerns the agency with respect to the students, faculty and staff and their email. The second area concerns the narrow definition of email as set down in University Policy.

My concern about agency concerns on the one hand students and on the other hand faculty and staff. When I received notice (via email) of Policy No. 60, I asked my students if they also received notification of the Policy. None of my students were able to find an email notification regarding this policy despite the fact that the Policy directly impacts them. In addition, and of equal concern, students were not made aware that there is a 30-Day Public Comment Period so did not have the ability provide feedback. The University's Mission Statement notes that one of the roles of Fairmont State is to allow students to "discover roles for responsible citizenship." In support of this statement, I believe it is important for students to have some sort of role in the processes of the University so that they may have opportunities to practice and "discover" these "roles for responsible citizenship." Per BOG Policy No. 50 on Policies, "If a governing board or the

president determines that a rule, guideline or policy statement should be adopted, amended, or repealed concerning a subject matter under the governing board's jurisdiction, excluding academic curriculum policies which do not constitute a mission change, the Assistant to the President shall notify the Chancellor, those persons representing student, faculty, and classified employees at the institution, as well as other interested parties, and solicit comments and suggestions regarding the intent to adopt, amend or repeal." The student rep for the Board and the Student Government President received the notice of approval by the Board and also that it was out for 30-Day Comment.

- 13) *For faculty and staff, I understand that "[a]ll messages contained within the University's email system are the property of and proprietary to the institution" (Section 4.4). I further understand that this is a common legal stance taken by many institutions, both public and private. I am interested, however, in understanding why faculty and staff are restricted to "...the University-provided email tools and prohibited from forwarding email indiscriminately to an external email account." The term indiscriminately was replaced with "automatically forward email" in the policy redraft before the Board. Case law gives ownership of email to the employer. It seems to me that this is a concern over the management of risk, as I have not been able to find someone who has a definitive answer, nor could I find a rationale in any University Policy. It seems to me, however, that most faculty and staff carry little risk with respect to email, and since email is a critical workflow component of faculty and staff, it is important that faculty and staff who carry little to risk should be able to choose—provided the agency to interact with—the tools that best fits their workflow and needs. The policy as written does not address and so does not restrict other forms of communication at the University, or between faculty and students. Its overarching purpose is to give the University a single, efficient, effective and quick means of communicating emergency and time-sensitive information to the campus population.*

Lastly, I am concerned that email is defined very narrowly as a medium for memo or notification distribution by Policy No. 60 and disregards or discounts the other purposes of email (namely two-way communications). While it is true that email is certainly very efficient in fulfilling this distribution purpose, as the Policy clearly indicates by seeking to rectify communications gaps, it may not be particularly effective in fulfilling this distribution purpose. This Policy seeks to overcome some very real challenges we face in the contemporary world: information overload and ubiquitousness, insufficient technological information filters, and, often, varying degrees of information literacies and understanding. While the approach set out in Policy No. 60 is one way to address these challenges of our times, it may not achieve the desired results. University administration is tasked, by various federal and state laws and agencies and authorities, with disseminating information to employees and students. The urgency of such notification is often included in such laws or directives, as in, for example, the Clery Act's requirement for timely warnings to campus. This policy asks for nothing more than to have one means of communication available to ensure not only compliance but good employer communication practices.

While I do have some very real concerns about Policy No. 60, I also have some concrete suggestions that may help alleviate some of the issues that triggered the Policy in the first place. These suggestions are as follows:

- *The development of a comprehensive Communications Plan that explores a range of media and distribution methods, including RSS feeds and electronic kiosks and monitors, instead of relying on email. As an educator, I also believe that any plan should be accompanied by an*

educational component to help students, faculty and staff understand how to distribute information and how to obtain this information. This is not within the scope of this proposed policy.

- When email is used for broadcasting information, it can be done in a way that promotes its effectiveness. The comprehensive Communications Plan should also investigate the distinction between distribution lists and listservs. Distribution lists, as currently configured, send out email to a set of addresses without any identifying metadata to allow for filtering and organizing. Listservs can include metadata (as simple as “[FSU-Events]” in the header) to facilitate filtering mechanisms in email clients. Listservs can archive communications relayed for future reference. The administrative offices that use email to communicate time-sensitive and emergency information currently make use of IT’s established email distribution lists, which include such selections as “Current Students,” “FSU Adjunct Faculty,” “FSU Caperton Students,” “All FSU Employees,” lists to only the faculty in each school, and many others, all maintained and kept up to date by IT staff. Administrators who use the distribution lists are very specific in their choices of the particular lists to use and do not just send out global “everybody” emails. Rather, emails are sent to the targeted recipients of any given communication, and a very specific and detailed topic is noted in the subject line. Lastly, no one is forced to read any email; deletion is simple and quick on the recipient’s part. What the policy provides, however, is a certain level of indemnification to the Board and University administration, who cannot then be held responsible for any missed time-sensitive or emergency information by the employee or student who deletes or ignores received email.
- I also am seeking clarification and a rationale for why faculty and staff cannot use outside tools that support individual workflows and styles. I urge an evaluation of risk carried by faculty and staff, with consideration of the possibility that faculty and staff have the ability to forward their email to other services and use the tools that best suit their working styles. It may be that faculty and staff do not carry sufficient risk to warrant a ban on other email tools. As the “outside tools” noted in the comment are not defined, it’s assumed that this may mean forms of social media. This is not a social media policy; it addresses only email, and therefore does not mention or prohibit employees’ and students’ appropriate use of social media or other forms of electronic communication.
- Lastly, in order to better fulfill the University’s Mission and Vision, I urge that we include and seek out student voices in the comment period for this and all policies that affect them. By providing opportunities for students to comment on policies, we are offering them the opportunities to develop the tools necessary for participatory and responsible citizenship. As previously noted, student representatives were duly notified of the draft policy and 30-day comment period.

As mentioned earlier, I appreciate the work that the Board of Governors does in support of my own work. However, I hope that the Members of the Board of Governors consider my concerns and suggestions. I am happy to engage in dialogue in support of enhanced communications across campus and to work to improve communications efforts.

- 14) I’m writing to follow up on the discussion in Senate regarding the email policy. In section 5.4, I’d suggest that “check their accounts daily” should be changed to something more along the lines of “check their accounts regularly” or “check their accounts regularly and often.” It seems to me that this would eliminate the idea that faculty, staff and students should check their accounts 365 days a year while still making it clear that they should be checking their accounts nearly

every day of the week. I realize that there is some ambiguity in terms like “regularly” and “often,” but no more than in phrases like “in a timely manner,” and “reasonable timeframe,” which show up several times. I do very much like the change from “must check” to “should check” which has already been made. Revision made as suggested. Phrase now reads, “...regularly and often so that they do not miss timely notices and information.”

Perhaps this is all much ado about nothing, but it does seem to me that we can and should make it clear that faculty and staff need to read and respond to email often enough to effectively do their jobs without the implication that we must be tethered to email every day of the year. It is difficult for me to imagine that faculty don’t check their email several times a day from Monday-Friday and even more difficult for me to imagine a scenario (aside from common sense things like school closings due to bad weather) where this wouldn’t be often enough.

Tab 6

**Fairmont State University
Board of Governors
April 16, 2015**

Item: Housing 30-year Master Plan Update and 2016 Budget Approval (Auxiliary Enterprise)

Committee: Committee of the Whole

Recommended Resolution: Approval of the Housing 2016 fiscal year budget plan and approval of the 30-year Master Plan Update

Staff Member: Rick Porto

Background: The 2016 FY budget plan includes a balanced budget with a transfer to reserve for future capital repair and replacement of \$1,053,090.

The attached 30-year operating and capital repair and replacement plan proposes how University Housing will be maintained and operated over the next twenty years and pay-off bond debt.

This plan incorporates the demolition and replacement of the College Park Apartments adding an additional 140 beds. This plan further renovates Morrow, Pence, and Pritchard Halls.

This 30-year plan update details the FY 2016 budget changes from the FY 2015, which are shown on the attached narrative page in **BOLD** print.

The 30-year plan provides information about the assumptions made to predict the future years' operating revenues, expenses, major equipment replacements, and major capital repairs and replacements and future debt to be incurred to accomplish the Master Plan goals.

The Housing 30-year Master Plan was first approved by the Governing Board on August 16, 2012.

This request seeks your approval for the following:

1. The 2016 Operating Budget Plan.
2. The funding of 2016 project maintenance of approximately \$59,000, \$326,000 in Architectural services, and furniture cost of new facility of \$1,000,000 from reserves.
3. The Housing 30-year Master Plan Update (until 2045).

Brief Summary of Residence Life Budget for FY16

Revenue

- Housing's revenue will increase to \$5,397,047 (7.7%); 6.5% average rent increase
- Triple rates of \$2,371 per semester were developed for the academic year
- Utilities will be included apartment rents which will result in between 10.4% (single) and 12.1% (unfurnished double) increase in rents
- Utility rates would result in an additional \$144 per student per semester (\$24 per month)
- Due to the addition of Governor's Honors Academy, as well as other larger camps, summer revenue is projected to increase from \$48,000 to \$118,000

Labor and Benefits

- Labor and benefits will increase to \$877,600 (5.4%); Pro Forma proposes a 2.3% labor increase for two years with no increase for the third year
- Two third of FY16 increase is directed toward student labor
- Student labor budget will increase by \$37,233 (17.9%)
- No pay raises in FY16, except for the mandated Mercer increases

Expenditures

- Overall, expenses will increase by \$108,453 to total \$2,082,222 (5.5%)
- This increase is above the 2% inflation rate built into the Pro Forma due to upkeep and maintenance required to maintain existing facilities
- Electric increase by 14.2% beginning in February 2015
- After a utility analysis, overall electric increased by 6.2%, water and sewage by 5.4%, and gas is projected to decrease by 3.2%
- Maintenance contracts will increase by 2.2% to account for safety and environmental inspections
- Additional increases will be implemented for insurance (16.1%).
- Cleaning supplies will increase by \$2,800 (8.2%), routine maintenance contracts increases by \$8,029 (19.8%), and building repairs by \$12,500 (250%)
- Equipment purchases less than \$5,000 will decrease by \$25,296 (46.6%), due to an increase in one-time plumbing repairs that were needed in FY15
- Household equipment increased by \$19,573 (19.5%) to purchase residence hall furniture; especially for Bryant Place's lobby which has its original lobby furniture
- Due to increase in summer revenue, the hotel taxes should increase to \$8,000 (566.7%)
- Scholarships will increase to \$207,645 (5%)

Transfers

- Total transfers are \$2,437,225
- Transfer to reserves is \$1,053,090
- This transfer is imperative for preparing to build a new 345 bed residential facility
- \$2,000,000 have been used from the current reserve to pay architect fees
- \$1,000,000 from reserve will be used for furniture, equipment, and fixtures for the new residential facility

Residence Life Budget Explanation for FY16

The following information is a brief description of Residence Life's FY 16 budget:

Revenue

An average increase in rents of 6.5% and adding utilities into the apartment rents (see below), plus an increase in summer revenue (explained below) are requested for FY16 for a 7.7% total increase. Housing projects **\$5,397,047** in revenue compared to \$5,010,152 in FY15. These details of the increase is explained in the below narrative.

Triple Rate Modification in Bryant Place

For FY16, Residence Life has developed a triple rate for each person for the entire academic year. Where the double rate would be \$2,439, the triple rate will be \$2,371. This would provide additional incentive to encourage students to sign-up for the triple rooms.

Utilities in College Park Apartments

Since purchasing College Park Apartments (CP), Fairmont State University has paid for water and waste disposal service. However, students have been responsible for paying their monthly electric bills. In preparing for the new facility and the expected utility costs of this facility, we estimate the future utility costs per bed to be approximately \$24.00 per student per month or \$144 per student for six months. Therefore, for the convenience of our students, the rent beginning in FY16 would include all utility costs. Thus, CP per semester rents will range from \$3,896 (10.4% increase) for a single, \$2,854 (12.1% rise) for an unfurnished double, \$3,226 (11.4% escalation) for a furnished double, and \$3,015 (11.7% increase) for a triple to account for the utility calculation. The current apartment utility cost per bed is \$31 per month. Housing is planning to absorb the difference in costs for FY16.

Additional Revenue

Summer revenue was projected at \$48,000 for FY15. However, the addition of the Governor's Honors Academy, as well as other larger groups, selecting Fairmont State University for their summer camp needs, Residence Life has generate \$114,000 in summer revenue last year. It is projected the summer revenue would increase to \$118,000 for FY16.

Labor and Benefits

Housing will grow the labor and benefits budget from \$832,566 to **\$877,600** for FY16. This is a \$45,034 (5.4%) increase in labor. Of this increase, \$37,233 (67.5%) is for student labor.

Additional labor increases may be attributed to a rise in minimum wage and an expansion in student maintenance. To assist the Physical Plant and boost student satisfaction, housing has increased (approximately \$13,000) the student maintenance work force. Housing projects to raise the student labor budget by \$37,233 (17.9%) to \$245,000.

Expenditures

Overall, housing projects a \$108,453 (5.5%) increase to **\$2,082,222** for FY16. These increases are briefly explained below:

Utilities

After analysis of the utilities for FY15, as well as 14.2% increase in electric, the following adjustments were made to housing utility costs: 1) Water & Sewage (3426XX) increase from \$121,100 to \$127,600 (5.4%); 2) Electric (3663XX) went from \$309,663 to \$328,863 (6.2%); and 3) Gas (3665XX) costs decreased (-3.2%) from \$62,500 to \$60,500.

Contracts, Insurance, and Supplies

Due to quarterly mold testing in College Park, Maintenance Contracts (H122XX) is projected to increase from \$407,833 to \$416,849 (2.2%). Insurance (H135XX) has increase to \$57,990 (16.1%) for FY 16. A \$2,800 (8.2%) rise to \$37,100 in cleaning expenses is expected to occur. This is to account for updating cleaning equipment and supplies. Similarly, Maintenance Contracts (H144XX) will escalate from \$43,236 to \$46,736 (8.1%).

Facilities and Equipment

Regarding expenditure increases for maintenance and facilities, equipment purchases less than \$5,000 (H167XX) was reduced by \$25,296 (46.6%) to \$28,976. In FY15, housing had several plumbing issues that were addressed. These were deemed as one-time expenses. Routine Maintenance (H255XX) and Building Repair (H254XX) rose by \$8,029 (19.8%) to \$48,500 and \$12,500 (250%) to \$17,500,

respectively. This is to continue upkeep and maintenance for Morrow, Pence, and Prichard Halls.

Furthermore, housing equipment (H244XX) will increase by \$19,573 (19.5%) for a total of \$120,000. Most of this increase will go toward purchasing BP lobby furniture and room furniture for residential facilities. Annually, housing replaces 10% of its bedroom furniture. Much of BP's lobby and lounge furniture is in need of replacement. BP has the original lobby furniture purchased in 2004.

Taxes and Scholarships

City taxes (H169XX) rose by over five times between FY15 and FY16. For non-Fairmont State University related camps and conferences, housing is required to pay the city a 6% hotel sales tax. The increase is from \$1,200 to \$8,000 (567%) for FY16.

In FY16, there will be a \$9,888 (5%) increase in scholarship awards (H172XX). This contributes to several scholarships including athletics.

Transfers

The total transfers equal \$2,437,225. Of that amount, housing projects transferring \$1,053,090 into the reserve account for FY16, to assure stable reserve to prepare for opening the new 345 bed facility in FY17. Reserves have been used to pay for architect fees of over 2 million dollars and is also planned to pay for furniture, fixtures, and equipment for the new facility of 1 million.

FY16 Housing Budget

Acc't Code	Acc't Title	FY15 Budget	\$ Change	%	FY16 Budget
Revenue					
R009XX	AuxFees	94,000	(46,000)	-48.9%	48,000
R010XX	HouseRent	5,117,707	378,692	7.4%	5,496,399
R010XX	Contra Rent	(150,350)	(11,002)	7.3%	(161,352)
R010XX	Forf. Dep.	14,000	0	0.0%	14,000
R010XX	Triple Cred.	(65,205)	65,205	-100.0%	0
Total		5,010,152	386,895	7.7%	5,397,047
Labor					
H108XX	SSMatch	37,588	518	1.4%	38,106
H109XX	PubEmplns	67,596	0	0.0%	67,596
H111XX	WorkComp	1,740	110	6.3%	1,850
H113XX	Pen&Ret	26,505	406	1.5%	26,911
H285XX	NClassStaff	134,532	120	0.1%	134,652
H287XX	ClassStaff	263,414	6,647	2.5%	270,061
H290XX	StudLabor	207,767	37,233	17.9%	245,000
H291XX	Stipends	93,424	0	0.0%	93,424
Total		832,566	45,034	5.4%	877,600
Expenditures					
3425XX	Sanitation	26,900	0	0.0%	26,900
3426XX	Wat&Sew	121,100	6,500	5.4%	127,600
3663XX	Electricity	309,663	19,200	6.2%	328,863
3665XX	Gas	62,500	(2,000)	-3.2%	60,500
H116XX	OffExpense	1,578	22	1.4%	1,600
H117XX	Print&Bind	5,202	98	1.9%	5,300
H118XX	Rent-ExBuild	0	200		200
H119XX	Utilities	0	0		0
H120XX	Telecomm	900	300	33.3%	1,200
H122XX	ContrServ	407,833	9,016	2.2%	416,849
H123XX	ProfServ	0	0		0
H127XX	Travel-Emp	7,000	0	0.0%	7,000
H128XX	Travel-NEmp	0	2,000		2,000
H129XX	CompServ	63,000	(200)	-0.3%	62,800
H132XX	Rent-Veh	2,000	0	0.0%	2,000
H133XX	Rent-Other	3,142	858	27.3%	4,000
H135XX	Insurance	49,930	8,060	16.1%	57,990
H138XX	Supp-House	34,300	2,800	8.2%	37,100
H139XX	Advertising	0	600		600
H144XX	MaintContr	43,236	3,500	8.1%	46,736
H147XX	Cellular	7,054	0	0.0%	7,054
H150XX	Energy-Veh	500	0	0.0%	500
H156XX	Misc	309,440	24,347	7.9%	333,787
H157XX	Training-IS	1,020	0	0.0%	1,020
H158XX	Training-OS	0	0		0

H159XX	Postal	4,080	220	5.4%	4,300
H161XX	Supp-Comp	4,120	880	21.4%	5,000
H167XX	Equip<5000	54,272	(25,296)	-46.6%	28,976
H168XX	StudAct	27,913	558	2.0%	28,471
H169XX	RemOfTax	1,200	6,800	566.7%	8,000
H172XX	Awards	197,757	9,888	5.0%	207,645
H205XX	LeasePrin	39,542	0	0.0%	39,542
H206XX	Interest	1,264	0	0.0%	1,264
H244XX	HouseEqp	100,427	19,573	19.5%	120,000
H254XX	BldgRepair	5,000	12,500	250.0%	17,500
H255XX	RoutMaint	40,471	8,029	19.8%	48,500
H257XX	RtMaintGr	1,000	0	0.0%	1,000
H259XX	OtherRep	10,000	0	0.0%	10,000
9135XX	Work Study	3,425	0	0.0%	3,425
9220XX	NMandTran	27,000	0	0.0%	27,000
Total		1,973,769	108,453	5.5%	2,082,222
Transfers					
9100XX	MandTrans	1,386,032	(1,897)	-0.1%	1,384,135
9223XX	NMTReserve	817,785	235,305	28.8%	1,053,090
Total		2,203,817	233,408	10.6%	2,437,225

Totals

Revenue		5,010,152	386,895	7.7%	5,397,047
Labor		832,566	45,034	5.4%	877,600
Expenditures		1,973,769	108,453	5.5%	2,082,222
Transfers		2,203,817	233,408	10.6%	2,437,225
Net		(0)	0	0.0%	(0)

Housing Master Plan Update (Inclusive of FY16 Budget Proposal)

Assumptions for Housing 30 Year Master Plan Projection – FY16 Update (Bolded items reflect FY16 budget changes)

- **Revenues from rent are requested to increase by 6.5% for traditional dorms and 6.5% for apartments for FY16. Rent revenue is projected to increase by \$432,895.** Future years have been increased by an average of 3%.
- **Other revenues are budgeted based on the attached narrative for FY16** and are projected to increase at 1% for all future years.
- Vacancy Losses are projected to be 3% of revenue before discounts. **Losses are projected to increase by \$11,002 for FY16.**
- **Labor is increased by Mercer increase projections, minimum wage increase projections and raises, which is an increase of \$45,034 for FY16.** Labor currently has projected future increases of 2.3% for two of every three years.
- **Operating expenses is increased mainly for utility, insurance, custodial and additional scholarship costs, which is an increase of \$108,453 for FY16.** Operating expenses currently has projected future increases of 2% annually.
- Debt Service payments have been updated for amount due. **FY16 shows a small decrease of \$1,897 per the debt schedule.**
- The 2015 bonding resulted in an additional debt payment to begin in FY 2017 in the amount of \$1,725,356. The actual debt service payments scheduled through 2045 are reflected on the attached 30 year budget projection. Also, see the attached bond pricing schedule for the 2015 bonds.
- **With requested updates, the transfer to reserves value is projected to be \$1,053,090.**
- Funding for equipment replacement and purchase and minor capital projects has been added annually. **FY16 expenditures are projected at \$59,000 for repairs (see attached), \$326,000 for architectural work on the new Housing facility and furniture, fixtures & equipment of \$1,000,000 from reserves.**
- Additional Debt Service is projected for all future projects, which include:
 - In FY15 and FY16, building 345 apartments and suite style beds and demolition of College Park Apartments once building is complete.
 - In FY16, an additional \$326,000 has been projected for architectural costs.
 - In FY16, \$1,000,000 has been added to purchase furniture, fixtures and equipment for the new apartment and suite beds.
 - Renovate Morrow Hall in FY25 and reopen in FY26
 - Renovate Pence Hall in FY28 and reopen in FY29
 - Renovate Pritchard Hall in FY31 and reopen in FY32

Fairmont State University
Housing Financial Analysis
30 Year Budget Projection

University Action

2015-16 2016-17 2017-18

Open 345 Apt/Suites

Demolish CPA

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Budget</u>	<u>FY15 YTD Actual</u>	<u>FY16 Projection</u>	<u>FY17 Projection</u>	<u>FY18 Projection</u>
				As of 2-28-15	As of 2-28-15			
Rent Revenue - Including Triples and Vacancy CY	4,249,618	4,491,860	4,537,745	4,916,152	4,616,024	5,349,047	6,572,789	6,769,973
Other Revenue	151,388	147,604	103,399	94,000	260,886	48,000	48,960	49,939
Vacancy Loss Projection	0	0	0	0	0	0	(195,928)	(201,806)
Total Revenue	4,401,006	4,639,464	4,641,144	5,010,152	4,876,910	5,397,047	6,425,821	6,618,106
Labor Expense	600,304	646,459	746,818	832,566	520,721	877,600	897,785	897,785
Total Labor	600,304	646,459	746,818	832,566	520,721	877,600	897,785	897,785
Operating Expenses	1,601,875	1,702,461	1,706,669	1,932,963	1,157,707	2,041,416	2,082,244	2,123,889
Capital Lease - Alarm System		27,204	40,806	40,806	30,605	40,806	40,806	13,602
Total Operating Expenses	1,601,875	1,729,665	1,747,475	1,973,769	1,188,311	2,082,222	2,123,050	2,137,491
Net Total Revenue	2,198,828	2,263,340	2,146,852	2,203,817	3,167,878	2,437,225	3,404,986	3,582,830
Current Debt Service Payment	1,574,150	1,363,489	1,384,211	1,386,032	0	1,384,135	1,385,133	1,384,778
Additional Debt Service 2015	0	0	0	0	0	0	1,725,356	1,727,956
Additional Debt Service 2024 (Morrow)								
Additional Debt Service 2027 (Pence)								
Additional Debt Service 2031 (Prichard)								
Cumulative Debt Service	1,574,150	1,363,489	1,384,211	1,386,032	0	1,384,135	3,110,489	3,112,734
Transfers to Reserves	640,000	810,000	700,000	817,785	0	1,053,090	294,497	470,096
Net Revenue - after Debt Payment and Transfers	(15,322)	89,851	62,641	0	3,167,878	0	0	0
Other Revenue Escalator						1.02	1.02	1.02
Labor Escalator						1.02	1.02	1.00
Operating Escalator						1.02	1.02	1.02
Rent Revenue Inflation Rate (calculated on Tab F)						1.06	1.04	1.03
TOTAL NET/GROSS REVENUE (A)	4,401,006	4,639,464	4,641,144	5,010,152		5,397,047	6,425,821	6,618,106
Maximum Debt Service (as per Bond Indentures) (B)	1,386,581	1,386,581	1,386,581	1,386,581		1,386,581	3,111,937	3,114,537
Debt Covenant Ratio (A) divided by (B)	3.17	3.35	3.35	3.61		3.89	2.06	2.12
<i>required = 1.00</i>								

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Budget</u>	<u>FY15 YTD Actual</u>	<u>FY16 Projection</u>	<u>FY17 Projection</u>	<u>FY18 Projection</u>
Beginning Cash Balance - Reserves	2,397,569	2,836,859	3,602,954	3,956,659	3,956,659	3,237,303	2,911,893	2,953,696
Interest Income	3,702	6,095	6,705	6,500	0	6,500	6,500	6,500
Transfers In - Reserves	640,000	810,000	700,000	817,785	0	1,053,090	294,497	470,096
Less - Projects	(244,226)	(12,202)	(284,017)	(1,641,210)	(1,475,031)	(1,385,000)	(259,194)	(286,398)
Adjustment for Projects (Unspent and Carryover)	39,814	(37,798)	(68,983)	97,568	(167,594)			
Ending Cash Balance - Reserves	2,836,859	3,602,954	3,956,659	3,237,303	2,314,034	2,911,893	2,953,696	3,143,894

<u>As of End of Period 08</u>	
<u>Cash Balance</u>	<u>Fund Balance</u>
1,962,156	2,853,285

Housing Operating Fund

Fairmont State University
Housing Financial Analysis
30 Year Budget Projection

University Action	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25 Close Morrow Hall	2025-26 Open Renovated Morrow Hall
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	<u>FY19 Projection</u>	<u>FY20 Projection</u>	<u>FY21 Projection</u>	<u>FY22 Projection</u>	<u>FY23 Projection</u>	<u>FY24 Projection</u>	<u>FY25 Projection</u>	<u>FY26 Projection</u>
Rent Revenue - Including Triples and Vacancy CY	6,973,072	7,136,547	7,350,644	7,571,163	7,798,298	8,032,247	7,356,699	8,405,581
Other Revenue	50,938	51,957	52,996	54,056	55,137	56,240	57,364	58,512
Vacancy Loss Projection	(207,860)	(214,096)	(220,519)	(227,135)	(233,949)	(240,967)	(220,701)	(252,167)
Total Revenue	6,816,150	6,974,408	7,183,120	7,398,084	7,619,486	7,847,519	7,193,363	8,211,925
Labor Expense	918,434	939,558	939,558	961,168	983,275	983,275	1,005,890	1,029,025
Total Labor	918,434	939,558	939,558	961,168	983,275	983,275	1,005,890	1,029,025
Operating Expenses	2,166,367	2,209,694	2,253,888	2,298,966	2,344,945	2,391,844	2,439,681	2,488,475
Capital Lease - Alarm System								
Total Operating Expenses	2,166,367	2,209,694	2,253,888	2,298,966	2,344,945	2,391,844	2,439,681	2,488,475
Net Total Revenue	3,731,349	3,825,155	3,989,674	4,137,950	4,291,266	4,472,400	3,747,792	4,694,425
Current Debt Service Payment	1,385,190	1,386,151	1,384,044	1,385,311	1,383,666	1,383,659	1,386,049	1,384,470
Additional Debt Service 2015	1,729,956	1,729,106	1,727,606	1,729,606	1,729,856	1,728,356	1,730,106	1,724,856
Additional Debt Service 2024 (Morrow)								739,500
Additional Debt Service 2027 (Pence)								
Additional Debt Service 2031 (Prichard)								
Cumulative Debt Service	3,115,146	3,115,257	3,111,650	3,114,917	3,113,522	3,112,015	3,116,155	3,848,827
Transfers to Reserves	616,203	709,898	878,024	1,023,033	1,177,744	1,360,385	631,636	845,599
Net Revenue - after Debt Payment and Transfers	0	0	0	0	0	0	0	0
Other Revenue Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Labor Escalator	1.02	1.02	1.00	1.02	1.02	1.00	1.02	1.02
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Rent Revenue Inflation Rate (calculated on Tab F)	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03

TOTAL NET/GROSS REVENUE	(A)	6,816,150	6,974,408	7,183,120	7,398,084	7,619,486	7,847,519	7,193,363	8,211,925
Maximum Debt Service (as per Bond Indentures)	(B)	3,116,537	3,115,687	3,114,187	3,116,187	3,116,437	3,114,937	3,116,687	3,850,937
Debt Covenant Ratio (A) divided by (B)		2.19	2.24	2.31	2.37	2.44	2.52	2.31	2.13
		<i>required = 1.00</i>							

	<u>FY19 Projection</u>	<u>FY20 Projection</u>	<u>FY21 Projection</u>	<u>FY22 Projection</u>	<u>FY23 Projection</u>	<u>FY24 Projection</u>	<u>FY25 Projection</u>	<u>FY26 Projection</u>
Beginning Cash Balance - Reserves	3,143,894	3,466,597	3,882,995	4,467,519	5,197,052	6,081,296	7,148,181	7,486,317
Interest Income	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Transfers In - Reserves	616,203	709,898	878,024	1,023,033	1,177,744	1,360,385	631,636	845,599
Less - Projects	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)
Adjustment for Projects (Unspent and Carryover)								
Ending Cash Balance - Reserves	3,466,597	3,882,995	4,467,519	5,197,052	6,081,296	7,148,181	7,486,317	8,038,416

Housing Operating Fund

Fairmont State University
Housing Financial Analysis
30 Year Budget Projection

University Action	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
		Close Pence Hall	Open Renovated Pence Hall		Close Prichard Hall	Open Renovated Prichard Hall		

	<u>FY27 Projection</u>	<u>FY28 Projection</u>	<u>FY29 Projection</u>	<u>FY30 Projection</u>	<u>FY31 Projection</u>	<u>FY32 Projection</u>	<u>FY33 Projection</u>	<u>FY34 Projection</u>
Rent Revenue - Including Triples and Vacancy CY	8,657,749	8,045,008	9,071,092	9,343,225	8,616,436	9,870,736	9,969,443	10,069,137
Other Revenue	59,682	60,876	62,093	63,335	64,602	65,894	67,212	68,556
Vacancy Loss Projection	(259,732)	(241,350)	(272,133)	(280,297)	(258,493)	(296,122)	(299,083)	(302,074)
Total Revenue	8,457,698	7,864,533	8,861,053	9,126,263	8,422,544	9,640,507	9,737,571	9,835,619
Labor Expense	1,029,025	1,052,693	1,076,905	1,076,905	1,101,674	1,127,012	1,127,012	1,152,933
Total Labor	1,029,025	1,052,693	1,076,905	1,076,905	1,101,674	1,127,012	1,127,012	1,152,933
Operating Expenses	2,538,244	2,589,009	2,640,789	2,693,605	2,747,477	2,802,427	2,858,475	2,915,645
Capital Lease - Alarm System								
Total Operating Expenses	2,538,244	2,589,009	2,640,789	2,693,605	2,747,477	2,802,427	2,858,475	2,915,645
Net Total Revenue	4,890,429	4,222,831	5,143,359	5,355,753	4,573,394	5,711,068	5,752,084	5,767,041
Current Debt Service Payment	1,383,095	1,385,575	1,383,678	1,384,012	1,384,774	1,384,915		
Additional Debt Service 2015	1,727,856	1,726,306	1,727,869	1,727,319	1,729,581	1,729,406	1,728,006	1,729,038
Additional Debt Service 2024 (Morrow)	740,500	741,000	741,000	740,500	739,500	738,000	741,000	738,250
Additional Debt Service 2027 (Pence)			530,500	529,000	527,250	530,250	527,750	530,000
Additional Debt Service 2031 (Prichard)							635,000	632,250
Cumulative Debt Service	3,851,451	3,852,882	4,383,047	4,380,830	4,381,106	4,382,571	3,631,756	3,629,538
Transfers to Reserves	1,038,977	369,950	760,312	974,923	192,288	1,328,497	2,120,328	2,137,503
Net Revenue - after Debt Payment and Transfers	0	0	0	0	0	0	0	0
Other Revenue Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Labor Escalator	1.00	1.02	1.02	1.00	1.02	1.02	1.00	1.02
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Rent Revenue Inflation Rate (calcuated on Tab F)	1.03	1.03	1.03	1.03	1.03	1.03	1.01	1.01

TOTAL NET/GROSS REVENUE	(A)	8,457,698	7,864,533	8,861,053	9,126,263	8,422,544	9,640,507	9,737,571	9,835,619
Maximum Debt Service (as per Bond Indentures)	(B)	3,854,937	3,853,887	4,385,949	4,383,399	4,382,912	4,384,237	3,631,756	3,629,538
Debt Covenant Ratio (A) divided by (B)		2.19	2.04	2.02	2.08	1.92	2.20	2.68	2.71
		<i>required = 1.00</i>							

	<u>FY27 Projection</u>	<u>FY28 Projection</u>	<u>FY29 Projection</u>	<u>FY30 Projection</u>	<u>FY31 Projection</u>	<u>FY32 Projection</u>	<u>FY33 Projection</u>	<u>FY34 Projection</u>
Beginning Cash Balance - Reserves	8,038,416	8,783,893	8,860,343	9,327,155	10,008,578	9,907,366	10,942,363	12,569,191
Interest Income	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Transfers In - Reserves	1,038,977	369,950	760,312	974,923	192,288	1,328,497	2,120,328	2,137,503
Less - Projects	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(500,000)	(500,000)
Adjustment for Projects (Unspent and Carryover)								
Ending Cash Balance - Reserves	8,783,893	8,860,343	9,327,155	10,008,578	9,907,366	10,942,363	12,569,191	14,213,194

Housing Operating Fund

Fairmont State University
Housing Financial Analysis
30 Year Budget Projection

University Action 2034-35 2035-36 2036-37 2037-38 2038-39 2039-40 2040-41 2041-42

	<u>FY35 Projection</u>	<u>FY36 Projection</u>	<u>FY37 Projection</u>	<u>FY38 Projection</u>	<u>FY39 Projection</u>	<u>FY40 Projection</u>	<u>FY41 Projection</u>	<u>FY42 Projection</u>
Rent Revenue - Including Triples and Vacancy CY	10,169,829	10,271,527	10,374,242	10,477,985	10,582,765	10,688,592	10,795,478	10,903,433
Other Revenue	69,927	71,325	72,752	74,207	75,691	77,205	78,749	80,324
Vacancy Loss Projection	(305,095)	(308,146)	(311,227)	(314,340)	(317,483)	(320,658)	(323,864)	(327,103)
Total Revenue	9,934,661	10,034,707	10,135,767	10,237,852	10,340,973	10,445,139	10,550,363	10,656,654
Labor Expense	1,179,451	1,206,578	1,234,330	1,262,719	1,291,762	1,321,472	1,351,866	1,382,959
Total Labor	1,179,451	1,206,578	1,234,330	1,262,719	1,291,762	1,321,472	1,351,866	1,382,959
Operating Expenses	2,973,958	3,033,437	3,094,106	3,155,988	3,219,107	3,283,490	3,349,159	3,416,143
Capital Lease - Alarm System								
Total Operating Expenses	2,973,958	3,033,437	3,094,106	3,155,988	3,219,107	3,283,490	3,349,159	3,416,143
Net Total Revenue	5,781,252	5,794,692	5,807,332	5,819,145	5,830,104	5,840,178	5,849,338	5,857,553
Current Debt Service Payment								
Additional Debt Service 2015	1,728,619	1,726,750	1,726,938	1,725,438	1,727,250	1,727,188	1,725,250	1,726,438
Additional Debt Service 2024 (Morrow)	740,000	736,000	736,500	736,250	740,250	738,250	740,500	736,750
Additional Debt Service 2027 (Pence)	531,750	528,000	529,000	529,500	529,500	529,000	528,000	526,500
Additional Debt Service 2031 (Prichard)	634,250	635,750	631,750	632,500	632,750	632,500	636,750	633,250
Cumulative Debt Service	3,634,619	3,626,500	3,624,188	3,623,688	3,629,750	3,626,938	3,630,500	3,622,938
Transfers to Reserves	2,146,634	2,168,192	2,183,144	2,195,458	2,200,354	2,213,240	2,218,838	2,234,615
Net Revenue - after Debt Payment and Transfers	0	0	0	0	0	0	0	0
Other Revenue Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Labor Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Rent Revenue Inflation Rate (calculated on Tab F)	1.01	1.01	1.01	1.01	1.01	1.01	1.01	1.01
TOTAL NET/GROSS REVENUE (A)	9,934,661	10,034,707	10,135,767	10,237,852	10,340,973	10,445,139	10,550,363	10,656,654
Maximum Debt Service (as per Bond Indentures) (B)	3,634,619	3,626,500	3,624,188	3,623,688	3,629,750	3,626,938	3,630,500	3,622,938
Debt Covenant Ratio (A) divided by (B)	2.73	2.77	2.80	2.83	2.85	2.88	2.91	2.94
<i>required = 1.00</i>								
Beginning Cash Balance - Reserves	14,213,194	15,866,328	17,541,020	19,230,664	20,932,622	22,639,476	24,359,216	26,084,554
Interest Income	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Transfers In - Reserves	2,146,634	2,168,192	2,183,144	2,195,458	2,200,354	2,213,240	2,218,838	2,234,615
Less - Projects	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)
Adjustment for Projects (Unspent and Carryover)								
Ending Cash Balance - Reserves	15,866,328	17,541,020	19,230,664	20,932,622	22,639,476	24,359,216	26,084,554	27,825,669

Housing Operating Fund

Fairmont State University
Housing Financial Analysis
30 Year Budget Projection

University Action 2042-43 2043-44 2044-45

FY43 Projection **FY44 Projection** **FY45 Projection**

Rent Revenue - Including Triples and Vacancy CY	11,012,467	11,122,592	11,233,818
Other Revenue	81,931	83,569	85,241
Vacancy Loss Projection	(330,374)	(333,678)	(337,015)
Total Revenue	10,764,024	10,872,483	10,982,044
Labor Expense	1,414,767	1,447,307	1,480,595
Total Labor	1,414,767	1,447,307	1,480,595
Operating Expenses	3,484,465	3,554,155	3,625,238
Capital Lease - Alarm System			
Total Operating Expenses	3,484,465	3,554,155	3,625,238
Net Total Revenue	5,864,791	5,871,022	5,876,211
Current Debt Service Payment			
Additional Debt Service 2015	1,725,563	1,727,625	1,727,438
Additional Debt Service 2024 (Morrow)	737,250	736,750	740,250
Additional Debt Service 2027 (Pence)	529,500	526,750	528,500
Additional Debt Service 2031 (Prichard)	633,250	635,750	632,500
Cumulative Debt Service	3,625,563	3,626,875	3,628,688
Transfers to Reserves	2,239,229	2,244,147	2,247,524
Net Revenue - after Debt Payment and Transfers	0	0	0
Other Revenue Escalator	1.02	1.02	1.02
Labor Escalator	1.02	1.02	1.02
Operating Escalator	1.02	1.02	1.02
Rent Revenue Inflation Rate (calculated on Tab F)	1.01	1.01	1.01

TOTAL NET/GROSS REVENUE	(A)	10,764,024	10,872,483	10,982,044
Maximum Debt Service (as per Bond Indentures)	(B)	3,625,563	3,626,875	3,628,688
Debt Covenant Ratio (A) divided by (B)		2.97	3.00	3.03
		<i>required = 1.00</i>		

	<u>FY43 Projection</u>	<u>FY44 Projection</u>	<u>FY45 Projection</u>
Beginning Cash Balance - Reserves	27,825,669	29,571,398	31,322,045
Interest Income	6,500	6,500	6,500
Transfers In - Reserves	2,239,229	2,244,147	2,247,524
Less - Projects	(500,000)	(500,000)	(500,000)
Adjustment for Projects (Unspent and Carryover)			
Ending Cash Balance - Reserves	29,571,398	31,322,045	33,076,069

Housing Operating Fund

CAPITAL PROJECTS - FY 2016

Building	Project	Notes	Estimated Budget
1 Housing	Miscellaneous Projects	Various Small Projects throughout Housing	\$ 59,000
2 College Apartments	College Apartments (New) A&E Fee	To be paid FY 2016	\$ 326,000
3 College Apartments	FF&E - Furniture & Equipment	To be paid FY 2016	\$ 1,000,000
			\$ 1,385,000

1 Housing Miscellaneous Projects

Various small projects throughout Housing for FY 2016

2 College Apartments A&E Fee

Estimated A&E Fee for FY 2016

3 College Apartments - FF&E - Furniture & Equipment

Furnishings for the new College Apartments

BOND PRICING

Fairmont State University Board of Governors
Revenue Bonds, Series 2015 A

Bond Component	Maturity Date	CUSIP	Amount	Rate	Yield	Price	Yield to Maturity	Call Date	Call Price	Premium (-Discount)
Serial Bond:										
	06/01/2017	305349BS0	580,000	3.000%	0.970%	104.308				24,986.40
	06/01/2018	305349BT8	600,000	3.000%	1.240%	105.419				32,514.00
	06/01/2019	305349BU5	620,000	1.750%	1.510%	100.961				5,958.20
	06/01/2020	305349BV3	630,000	5.000%	1.710%	116.150				101,745.00
	06/01/2021	305349BW1	660,000	5.000%	1.960%	117.529				115,691.40
	06/01/2022	305349BX9	695,000	5.000%	2.170%	118.646				129,589.70
	06/01/2023	305349BY7	730,000	5.000%	2.340%	119.630				143,299.00
	06/01/2024	305349BZ4	765,000	5.000%	2.460%	120.694				158,309.10
	06/01/2025	305349CA8	805,000	5.000%	2.600%	121.286				171,352.30
	06/01/2026	305349CF7	840,000	5.000%	2.750%	119.805	2.907%	06/01/2025	100.000	166,362.00
	06/01/2027	305349CG5	885,000	3.000%	3.100%	98.991				(8,929.65)
	06/01/2028	305349CB6	910,000	3.125%	3.230%	98.879				(10,201.10)
	06/01/2029	305349CH3	940,000	3.250%	3.350%	98.877				(10,556.20)
	06/01/2030	305349CC4	970,000	3.375%	3.470%	98.884				(10,825.20)
			10,630,000							1,009,294.95
2032 Term Bond:										
	06/01/2031	305349CJ9	1,005,000	3.500%	3.620%	98.473				(15,346.35)
	06/01/2032	305349CJ9	1,040,000	3.500%	3.620%	98.473				(15,880.80)
			2,045,000							(31,227.15)
2035 Term Bond:										
	06/01/2033	305349CD2	1,075,000	3.625%	3.780%	97.824				(23,392.00)
	06/01/2034	305349CD2	1,115,000	3.625%	3.780%	97.824				(24,262.40)
	06/01/2035	305349CD2	1,155,000	3.625%	3.780%	97.824				(25,132.80)
			3,345,000							(72,787.20)
2045 Term Bond:										
	06/01/2036	305349CE0	1,195,000	3.750%	3.960%	96.318				(43,999.90)
	06/01/2037	305349CE0	1,240,000	3.750%	3.960%	96.318				(45,656.80)
	06/01/2038	305349CE0	1,285,000	3.750%	3.960%	96.318				(47,313.70)
	06/01/2039	305349CE0	1,335,000	3.750%	3.960%	96.318				(49,154.70)
	06/01/2040	305349CE0	1,385,000	3.750%	3.960%	96.318				(50,995.70)
	06/01/2041	305349CE0	1,435,000	3.750%	3.960%	96.318				(52,836.70)
	06/01/2042	305349CE0	1,490,000	3.750%	3.960%	96.318				(54,861.80)
	06/01/2043	305349CE0	1,545,000	3.750%	3.960%	96.318				(56,886.90)
	06/01/2044	305349CE0	1,605,000	3.750%	3.960%	96.318				(59,096.10)
	06/01/2045	305349CE0	1,665,000	3.750%	3.960%	96.318				(61,305.30)
			14,180,000							(522,107.60)
			30,200,000							383,173.00

Dated Date	04/07/2015
Delivery Date	04/07/2015
First Coupon	12/01/2015
Par Amount	30,200,000.00
Premium	383,173.00
Production	30,583,173.00
Underwriter's Discount	(149,761.80)
Purchase Price	30,433,411.20
Accrued Interest	
Net Proceeds	30,433,411.20

Notes:
FINAL
Based on market conditions as of March 24, 2015.
'A2' rated by Moody's.

SOURCES AND USES OF FUNDS

Fairmont State University Board of Governors
Revenue Bonds, Series 2015 A

Dated Date 04/07/2015
Delivery Date 04/07/2015

Sources:

Bond Proceeds:	
Par Amount	30,200,000.00
Net Premium	383,173.00

30,583,173.00

Uses:

Project Fund Deposits:	
Project Fund	29,000,000.00
Other Fund Deposits:	
Capitalized Interest Fund	1,317,159.69
Cost of Issuance:	
Bond Counsel	35,000.00
Underwriter's Counsel	35,000.00
Rating Agency	37,000.00
Trustee / Paying Agent	5,500.00
Official Statement Printing	3,000.00
CUSIP Assignment	500.00
Miscellaneous	251.51
	<hr/>
	116,251.51
Underwriter's Discount:	
Average Takedown / Expenses	149,761.80

30,583,173.00

Notes:

FINAL

Based on market conditions as of March 24, 2015.

'A2' rated by Moody's.

BOND DEBT SERVICE

Fairmont State University Board of Governors
Revenue Bonds, Series 2015 A

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
04/07/2015					
12/01/2015			744,481.56	744,481.56	
06/01/2016			572,678.13	572,678.13	1,317,159.69
12/01/2016			572,678.13	572,678.13	
06/01/2017	580,000	3.000%	572,678.13	1,152,678.13	1,725,356.26
12/01/2017			563,978.13	563,978.13	
06/01/2018	600,000	3.000%	563,978.13	1,163,978.13	1,727,956.26
12/01/2018			554,978.13	554,978.13	
06/01/2019	620,000	1.750%	554,978.13	1,174,978.13	1,729,956.26
12/01/2019			549,553.13	549,553.13	
06/01/2020	630,000	5.000%	549,553.13	1,179,553.13	1,729,106.26
12/01/2020			533,803.13	533,803.13	
06/01/2021	660,000	5.000%	533,803.13	1,193,803.13	1,727,606.26
12/01/2021			517,303.13	517,303.13	
06/01/2022	695,000	5.000%	517,303.13	1,212,303.13	1,729,606.26
12/01/2022			499,928.13	499,928.13	
06/01/2023	730,000	5.000%	499,928.13	1,229,928.13	1,729,856.26
12/01/2023			481,678.13	481,678.13	
06/01/2024	765,000	5.000%	481,678.13	1,246,678.13	1,728,356.26
12/01/2024			462,553.13	462,553.13	
06/01/2025	805,000	5.000%	462,553.13	1,267,553.13	1,730,106.26
12/01/2025			442,428.13	442,428.13	
06/01/2026	840,000	5.000%	442,428.13	1,282,428.13	1,724,856.26
12/01/2026			421,428.13	421,428.13	
06/01/2027	885,000	3.000%	421,428.13	1,306,428.13	1,727,856.26
12/01/2027			408,153.13	408,153.13	
06/01/2028	910,000	3.125%	408,153.13	1,318,153.13	1,726,306.26
12/01/2028			393,934.38	393,934.38	
06/01/2029	940,000	3.250%	393,934.38	1,333,934.38	1,727,868.76
12/01/2029			378,659.38	378,659.38	
06/01/2030	970,000	3.375%	378,659.38	1,348,659.38	1,727,318.76
12/01/2030			362,290.63	362,290.63	
06/01/2031	1,005,000	3.500%	362,290.63	1,367,290.63	1,729,581.26
12/01/2031			344,703.13	344,703.13	
06/01/2032	1,040,000	3.500%	344,703.13	1,384,703.13	1,729,406.26
12/01/2032			326,503.13	326,503.13	
06/01/2033	1,075,000	3.625%	326,503.13	1,401,503.13	1,728,006.26
12/01/2033			307,018.75	307,018.75	
06/01/2034	1,115,000	3.625%	307,018.75	1,422,018.75	1,729,037.50
12/01/2034			286,809.38	286,809.38	
06/01/2035	1,155,000	3.625%	286,809.38	1,441,809.38	1,728,618.76
12/01/2035			265,875.00	265,875.00	
06/01/2036	1,195,000	3.750%	265,875.00	1,460,875.00	1,726,750.00
12/01/2036			243,468.75	243,468.75	
06/01/2037	1,240,000	3.750%	243,468.75	1,483,468.75	1,726,937.50
12/01/2037			220,218.75	220,218.75	
06/01/2038	1,285,000	3.750%	220,218.75	1,505,218.75	1,725,437.50
12/01/2038			196,125.00	196,125.00	
06/01/2039	1,335,000	3.750%	196,125.00	1,531,125.00	1,727,250.00
12/01/2039			171,093.75	171,093.75	
06/01/2040	1,385,000	3.750%	171,093.75	1,556,093.75	1,727,187.50
12/01/2040			145,125.00	145,125.00	
06/01/2041	1,435,000	3.750%	145,125.00	1,580,125.00	1,725,250.00
12/01/2041			118,218.75	118,218.75	
06/01/2042	1,490,000	3.750%	118,218.75	1,608,218.75	1,726,437.50
12/01/2042			90,281.25	90,281.25	
06/01/2043	1,545,000	3.750%	90,281.25	1,635,281.25	1,725,562.50
12/01/2043			61,312.50	61,312.50	
06/01/2044	1,605,000	3.750%	61,312.50	1,666,312.50	1,727,625.00
12/01/2044			31,218.75	31,218.75	
06/01/2045	1,665,000	3.750%	31,218.75	1,696,218.75	1,727,437.50
	30,200,000		21,219,797.37	51,419,797.37	51,419,797.37

Notes:
FINAL
Based on market conditions as of March 24, 2015.
'A2' rated by Moody's.

NET DEBT SERVICE

Fairmont State University Board of Governors
Revenue Bonds, Series 2015 A

Date	Principal	Coupon	Interest	Total Debt Service	Capitalized Interest Fund	Net Debt Service	Annual Net D/S
12/01/2015			744,481.56	744,481.56	(744,481.56)		
06/01/2016			572,678.13	572,678.13	(572,678.13)		
12/01/2016			572,678.13	572,678.13		572,678.13	
06/01/2017	580,000	3.000%	572,678.13	1,152,678.13		1,152,678.13	1,725,356.26
12/01/2017			563,978.13	563,978.13		563,978.13	
06/01/2018	600,000	3.000%	563,978.13	1,163,978.13		1,163,978.13	1,727,956.26
12/01/2018			554,978.13	554,978.13		554,978.13	
06/01/2019	620,000	1.750%	554,978.13	1,174,978.13		1,174,978.13	1,729,956.26
12/01/2019			549,553.13	549,553.13		549,553.13	
06/01/2020	630,000	5.000%	549,553.13	1,179,553.13		1,179,553.13	1,729,106.26
12/01/2020			533,803.13	533,803.13		533,803.13	
06/01/2021	660,000	5.000%	533,803.13	1,193,803.13		1,193,803.13	1,727,606.26
12/01/2021			517,303.13	517,303.13		517,303.13	
06/01/2022	695,000	5.000%	517,303.13	1,212,303.13		1,212,303.13	1,729,606.26
12/01/2022			499,928.13	499,928.13		499,928.13	
06/01/2023	730,000	5.000%	499,928.13	1,229,928.13		1,229,928.13	1,729,856.26
12/01/2023			481,678.13	481,678.13		481,678.13	
06/01/2024	765,000	5.000%	481,678.13	1,246,678.13		1,246,678.13	1,728,356.26
12/01/2024			462,553.13	462,553.13		462,553.13	
06/01/2025	805,000	5.000%	462,553.13	1,267,553.13		1,267,553.13	1,730,106.26
12/01/2025			442,428.13	442,428.13		442,428.13	
06/01/2026	840,000	5.000%	442,428.13	1,282,428.13		1,282,428.13	1,724,856.26
12/01/2026			421,428.13	421,428.13		421,428.13	
06/01/2027	885,000	3.000%	421,428.13	1,306,428.13		1,306,428.13	1,727,856.26
12/01/2027			408,153.13	408,153.13		408,153.13	
06/01/2028	910,000	3.125%	408,153.13	1,318,153.13		1,318,153.13	1,726,306.26
12/01/2028			393,934.38	393,934.38		393,934.38	
06/01/2029	940,000	3.250%	393,934.38	1,333,934.38		1,333,934.38	1,727,868.76
12/01/2029			378,659.38	378,659.38		378,659.38	
06/01/2030	970,000	3.375%	378,659.38	1,348,659.38		1,348,659.38	1,727,318.76
12/01/2030			362,290.63	362,290.63		362,290.63	
06/01/2031	1,005,000	3.500%	362,290.63	1,367,290.63		1,367,290.63	1,729,581.26
12/01/2031			344,703.13	344,703.13		344,703.13	
06/01/2032	1,040,000	3.500%	344,703.13	1,384,703.13		1,384,703.13	1,729,406.26
12/01/2032			326,503.13	326,503.13		326,503.13	
06/01/2033	1,075,000	3.625%	326,503.13	1,401,503.13		1,401,503.13	1,728,006.26
12/01/2033			307,018.75	307,018.75		307,018.75	
06/01/2034	1,115,000	3.625%	307,018.75	1,422,018.75		1,422,018.75	1,729,037.50
12/01/2034			286,809.38	286,809.38		286,809.38	
06/01/2035	1,155,000	3.625%	286,809.38	1,441,809.38		1,441,809.38	1,728,618.76
12/01/2035			265,875.00	265,875.00		265,875.00	
06/01/2036	1,195,000	3.750%	265,875.00	1,460,875.00		1,460,875.00	1,726,750.00
12/01/2036			243,468.75	243,468.75		243,468.75	
06/01/2037	1,240,000	3.750%	243,468.75	1,483,468.75		1,483,468.75	1,726,937.50
12/01/2037			220,218.75	220,218.75		220,218.75	
06/01/2038	1,285,000	3.750%	220,218.75	1,505,218.75		1,505,218.75	1,725,437.50
12/01/2038			196,125.00	196,125.00		196,125.00	
06/01/2039	1,335,000	3.750%	196,125.00	1,531,125.00		1,531,125.00	1,727,250.00
12/01/2039			171,093.75	171,093.75		171,093.75	
06/01/2040	1,385,000	3.750%	171,093.75	1,556,093.75		1,556,093.75	1,727,187.50
12/01/2040			145,125.00	145,125.00		145,125.00	
06/01/2041	1,435,000	3.750%	145,125.00	1,580,125.00		1,580,125.00	1,725,250.00
12/01/2041			118,218.75	118,218.75		118,218.75	
06/01/2042	1,490,000	3.750%	118,218.75	1,608,218.75		1,608,218.75	1,726,437.50
12/01/2042			90,281.25	90,281.25		90,281.25	
06/01/2043	1,545,000	3.750%	90,281.25	1,635,281.25		1,635,281.25	1,725,562.50
12/01/2043			61,312.50	61,312.50		61,312.50	
06/01/2044	1,605,000	3.750%	61,312.50	1,666,312.50		1,666,312.50	1,727,625.00
12/01/2044			31,218.75	31,218.75		31,218.75	
06/01/2045	1,665,000	3.750%	31,218.75	1,696,218.75		1,696,218.75	1,727,437.50
	30,200,000		21,219,797.37	51,419,797.37	(1,317,159.69)	50,102,637.68	50,102,637.68

Notes:
FINAL
Based on market conditions as of March 24, 2015.
'A2' rated by Moody's.

CAPITALIZED INTEREST FUND

Fairmont State University Board of Governors
Revenue Bonds, Series 2015 A

Date	Deposit	Interest	Principal	Scheduled Draws	Balance
04/07/2015	1,317,159.69				1,317,159.69
12/01/2015			744,481.56	744,481.56	572,678.13
06/01/2016			572,678.13	572,678.13	
	1,317,159.69	0	1,317,159.69	1,317,159.69	

Notes:

FINAL

Based on market conditions as of March 24, 2015.

'A2' rated by Moody's.

BOND SUMMARY STATISTICS

Fairmont State University Board of Governors
Revenue Bonds, Series 2015 A

Dated Date	04/07/2015
Delivery Date	04/07/2015
Last Maturity	06/01/2045
Arbitrage Yield	3.660677%
True Interest Cost (TIC)	3.701122%
Net Interest Cost (NIC)	3.711744%
All-In TIC	3.731202%
Average Coupon	3.753026%
Average Life (years)	18.722
Weighted Average Maturity (years)	18.243
Duration of Issue (years)	12.970
Par Amount	30,200,000.00
Bond Proceeds	30,583,173.00
Total Interest	21,219,797.37
Net Interest	20,986,386.17
Total Debt Service	51,419,797.37
Maximum Annual Debt Service	1,730,106.26
Average Annual Debt Service	1,705,465.92
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	4.959000
Total Underwriter's Discount	4.959000
Bid Price	100.772885

Bond Component	Par Value	Price	Average Coupon	Average Life	PV of 1 bp change
Serial Bond	10,630,000.00	109.495	3.934%	9.331	8,763.95
2032 Term Bond	2,045,000.00	98.473	3.500%	16.659	2,576.70
2035 Term Bond	3,345,000.00	97.824	3.625%	19.174	4,649.55
2045 Term Bond	14,180,000.00	96.318	3.750%	25.953	24,106.00
	30,200,000.00			18.722	40,096.20

	TIC	All-In TIC	Arbitrage Yield
Par Value	30,200,000.00	30,200,000.00	30,200,000.00
+ Accrued Interest			
+ Premium (Discount)	383,173.00	383,173.00	383,173.00
- Underwriter's Discount	(149,761.80)	(149,761.80)	
- Cost of Issuance Expense		(116,251.51)	
- Other Amounts			
Target Value	30,433,411.20	30,317,159.69	30,583,173.00
Target Date	04/07/2015	04/07/2015	04/07/2015
Yield	3.701122%	3.731202%	3.660677%

Notes:
FINAL
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'A2' rated by Moody's.

FORM 8038 STATISTICS

Fairmont State University Board of Governors
Revenue Bonds, Series 2015 A

Dated Date 04/07/2015
Delivery Date 04/07/2015

Bond Component	Date	Principal	Coupon	Price	Issue Price	Redemption at Maturity
Serial Bond:						
	06/01/2017	580,000.00	3.000%	104.308	604,986.40	580,000.00
	06/01/2018	600,000.00	3.000%	105.419	632,514.00	600,000.00
	06/01/2019	620,000.00	1.750%	100.961	625,958.20	620,000.00
	06/01/2020	630,000.00	5.000%	116.150	731,745.00	630,000.00
	06/01/2021	660,000.00	5.000%	117.529	775,691.40	660,000.00
	06/01/2022	695,000.00	5.000%	118.646	824,589.70	695,000.00
	06/01/2023	730,000.00	5.000%	119.630	873,299.00	730,000.00
	06/01/2024	765,000.00	5.000%	120.694	923,309.10	765,000.00
	06/01/2025	805,000.00	5.000%	121.286	976,352.30	805,000.00
	06/01/2026	840,000.00	5.000%	119.805	1,006,362.00	840,000.00
	06/01/2027	885,000.00	3.000%	98.991	876,070.35	885,000.00
	06/01/2028	910,000.00	3.125%	98.879	899,798.90	910,000.00
	06/01/2029	940,000.00	3.250%	98.877	929,443.80	940,000.00
	06/01/2030	970,000.00	3.375%	98.884	959,174.80	970,000.00
2032 Term Bond:						
	06/01/2031	1,005,000.00	3.500%	98.473	989,653.65	1,005,000.00
	06/01/2032	1,040,000.00	3.500%	98.473	1,024,119.20	1,040,000.00
2035 Term Bond:						
	06/01/2033	1,075,000.00	3.625%	97.824	1,051,608.00	1,075,000.00
	06/01/2034	1,115,000.00	3.625%	97.824	1,090,737.60	1,115,000.00
	06/01/2035	1,155,000.00	3.625%	97.824	1,129,867.20	1,155,000.00
2045 Term Bond:						
	06/01/2036	1,195,000.00	3.750%	96.318	1,151,000.10	1,195,000.00
	06/01/2037	1,240,000.00	3.750%	96.318	1,194,343.20	1,240,000.00
	06/01/2038	1,285,000.00	3.750%	96.318	1,237,686.30	1,285,000.00
	06/01/2039	1,335,000.00	3.750%	96.318	1,285,845.30	1,335,000.00
	06/01/2040	1,385,000.00	3.750%	96.318	1,334,004.30	1,385,000.00
	06/01/2041	1,435,000.00	3.750%	96.318	1,382,163.30	1,435,000.00
	06/01/2042	1,490,000.00	3.750%	96.318	1,435,138.20	1,490,000.00
	06/01/2043	1,545,000.00	3.750%	96.318	1,488,113.10	1,545,000.00
	06/01/2044	1,605,000.00	3.750%	96.318	1,545,903.90	1,605,000.00
	06/01/2045	1,665,000.00	3.750%	96.318	1,603,694.70	1,665,000.00
		30,200,000.00			30,583,173.00	30,200,000.00

	Maturity Date	Interest Rate	Issue Price	Stated Redemption at Maturity	Weighted Average Maturity	Yield
Final Maturity	06/01/2045	3.750%	1,603,694.70	1,665,000.00		
Entire Issue			30,583,173.00	30,200,000.00	18.2432	3.6607%

Proceeds used for accrued interest	0.00
Proceeds used for bond issuance costs (including underwriters' discount)	266,013.31
Proceeds used for credit enhancement	0.00
Proceeds allocated to reasonably required reserve or replacement fund	0.00

Notes:
FINAL
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'A2' rated by Moody's.

DISCLAIMER

Fairmont State University Board of Governors
Revenue Bonds, Series 2015 A

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Notes:

FINAL

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