

August 15, 2013

Board of Governors



AGENDA

FSU BOARD OF GOVERNORS' MEETING
AUGUST 15, 2013, 9:00 A.M.
LOCATION: BOARD ROOM, FALCON CENTER
1201 LOCUST AVENUE, FAIRMONT, WV



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

- II. **APPROVAL OF MINUTES OF JUNE 20, 2013**.....*Tab 1 Action Item*

- III. **CHAIRMAN'S REPORT**

- 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. Financial Reports (Months Ending 5/31/13 and 6/30/13)
 - B. Capital Projects 2013 Update

- VII. **ACADEMIC AFFAIRS/ADMISSIONS COMMITTEE** (John Myers, Chair)
 - A. Curriculum Name Changes.....*Tab 3 Action Item*

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

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

- X. **ENROLLMENT COMMITTEE** (Bob White, Chair)

- XI. **FINANCE COMMITTEE** (Mark Pallotta, Chair)
 - A. Approval To Request Architect Services for Feaster Center Gym Floor and Bleacher Replacement.....*Tab 4 Action Item*
 - B. Approval of Architect for Design and Underwriting for Phase One Apartments of the Master Plan*Tab 5 Action Item*
 - C. Capital Projects summary Report for Fiscal Years 2004-2013...*Tab 6 Info Only*
 - D. 2013-2014 Academic Year Fee Information*Tab 7 Info Only*
 - E. Capital Appropriation Request for FY 2015.....*Tab 8 Action Item*
 - F. FY 2015 Appropriation Request (Handout at meeting - due by the end of August to the State)*Tab 9 Action Item*

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

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

- XIV. **ADJOURNMENT**

**NEXT MEETING: OCTOBER 17, 2013, 9:00 A.M., LOCATION: GASTON CAPERTON CENTER
501 WEST MAIN STREET, CLARKSBURG, WV**

Tab 1



FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS
MEETING MINUTES
JUNE 20, 2013, 9:00 A.M.
BOARD ROOM, FALCON CENTER
1201 LOCUST AVE., 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 June 20, 2013, beginning at approximately 9:00 a.m. in the Board Room at the 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 Bryan Foley, Matt Jacques, Bob Mild, John Myers, Mark Pallotta, Shirley Stanton, Ron Tucker, Bob White, and Dixie Yann. Bryan Towns participated by phone. Member Chris Courtney was present after the roll call and board member Frank Washenitz was absent. Also in attendance were President Rose and President's Council members Fred Fidura, Rick Porto, Peter Lach, and Chris Lavorata. Athletic Director, Tim McNeely, Assistant Vice President of Facilities, Tom Tucker, and newly elected classified employees' representative, Holly Fluharty, attended as well.

B. Public Comment

John Myers reported that no one signed up for public comment.

C. Approval of Agenda

Matt Jacques made a motion to approve the agenda. Bryan Foley seconded. The motion passed.

D. Approve 2013-2014 Meeting Dates

Mark Pallotta made a motion to approve the 2013-2014 meeting dates. Bob Mild seconded. The motion passed.

II. APPROVAL OF MINUTES OF APRIL 18, 2013, AND MAY 16, 2013

Dixie Yann made a motion to approve the minutes of April 18, 2013, and May 16, 2013. Mark Pallotta seconded. The motion passed.

III. CHAIRMAN'S REPORT

- A. Chairman Tucker Reported that work on the Turley Center is progressing and staff plan to move into the facility beginning the week of July 1st. A ribbon cutting has been planned for August 1st at 9:00 a.m. This will be immediately following the United Way Campaign Kick-Off Breakfast on campus.
- B. Chairman also stated that Fairmont State University will present the world premiere of *Farmers Market*. The play will be presented at Prickett's Fort and there will be surprise visits from performers to local farmer's markets to advertise the performance. Performances will be June 28-30 and July 4-6 at 8:00 p.m.
- C. He also reminded members about the Board of Governors Summit at Stonewall Resort on August 9 and 10 and to RSVP to the HEPC by July 2nd.
- D. Chairman Tucker also stated that first summer term is ending and that the second term begins on Monday. Faculty members return for the fall semester on August 12th, new student convocation will be held on August 16th, and classes begin on August 19th.

IV. PRESIDENT'S REPORT

- A. President Rose informed members that FSU has been selected to host the Governor's Honors Academy for 2014, 2015, and 2016. This brings in about \$200,000 each year as well as approximately 200 honors students to campus each year.
- B. She also reported that the term of David Hendrickson, Chairman of the Higher Education Policy Commission is over and he will be honored at an event on June 28, 2013, at the Tech Park in Charleston. The President and Judy (Biafore) will attend the event.
- C. President Rose stated that new student orientations are continuing throughout June, a few in July, and a few more in August.
- D. She reported that annual evaluations are in the process of being completed by all employees on campus.
- E. President Rose also said that the Relay for Life event was held on campus Friday, June 7, 2013, and the Folklife Center Gala was held June 1, 2013. Both events were well attended.

V. REPORTS AND PRESENTATIONS

A. Foundation (Will Armistead)

Mr. Will Armistead reported for the Fairmont State Foundation. He stated the financial position of the FS Foundation through May 31, 2013, is as follows:

Total Assets of \$15,196,308 + \$2,469,269 held outside the Foundation in
perpetual trusts for a total of \$17,665,577
Total Gifts \$1,543,292
Total Gifts and Revenue \$3,310,834
Scholarships Awarded \$845,099
Faculty and Staff Awards \$8,250

Neighborhood Investment Program- Mr. Armistead reported that the Foundation received \$102,515 in State tax credits, and has awarded \$92,935.50 of credits to donors. He stated that they needed to raise an additional \$19,159 by June 28 in order to award the remaining \$9,579.50 in tax credits.

OSIX Program – Mr. Armistead stated that a donation was made last week to complete the \$100,000 match for the OSIX Program.

B. Construction Project Updates (Tom Tucker)

Mr. Tom Tucker, Assistant Vice-President for Facilities, gave an update on the various projects that are currently underway on campus and also reported that the move into the Turley Student Service Center is on schedule for the first part of July. Weekly updates are available online at:
<http://www.fairmontstate.edu/adminfiscalaffairs/physical-plant/construction-projects>.

VI. CONSENT AGENDA

Bob Mild moved to accept the following Consent Agenda as presented.

- A. Financial Report (ending April 30, 2013)
- B. Capital Projects 2013

Matt Jacques seconded. The motion passed.

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

- A. Textbook Adoption report

Bob White moved to approve the Textbook Adoption Report and John Myers seconded. The motion passed.

B. Discontinue Contemporary Fine Arts Technology Degree

John Myers moved to discontinue the Contemporary Fine Arts Technology Degree. Mark Pallotta seconded. The motion passed.

VIII. ATHLETIC AFFAIRS COMMITTEE (Frank Washenitz, Chair)

No items were brought forth by the Athletic Affairs Committee.

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 COMMITTEE (Bob White, Chair)

Bob White, Chair of the Enrollment Committee, discussed the following information provided via a handout by Kaye Widney, Vice President for Student Services:

Status of Fall 2013 Term Registration Activity:

- As of 6-16-2013, 3,343 graduate and undergraduate FSU students have registered for Fall 2013 classes (includes entering freshmen)
- Students who were enrolled in spring 2013 and who have not registered for fall 2013 are being reviewed and appropriate outreach will be made

Status of Fall 2013 Term Orientation/Registration for Entering Students:

- There are 13 remaining dates for Orientation/Registration
- As of 6-15-2013, 673 entering/transfer students have participated in orientation/registration events (includes Pierpont students)

Status of Fall 2013 Scholarship Offers:

- McClain Scholarships
 - 3 McClain Scholarships offered and accepted
- Value is the funding from PROMISE, PROMISE BEYOND - \$1,054 to cover the difference in tuition*, \$1,000 per year for books and \$7,686 per year for room and board
 - 23 McClain Finalist Scholarships offered with 18 accepted (84% retention rate for the finalists since 2009)
 - value of award is \$1500 plus PROMISE Beyond - \$1,054 to cover the difference in tuition
- Admissions Level Scholarships
 - 142 Admissions Level Scholarships offered
 - 100 Admissions Level Scholarships have been accepted

- Scholarships range in value from \$500 to \$3000
- Out of State Neighbors Scholarships
 - 111 Out of State Neighbors Scholarships were offered
 - 26 Scholarships have been accepted
 - Value is \$1500
- PROMISE Beyond Scholarships*
 - 155 PROMISE Beyond Scholarship have been accepted

Admissions Staff participated in 44 scholarship award ceremonies.

Fall Campus Visitation Day will be held on November 2, 2013.

XI. FINANCE COMMITTEE (Mark Pallotta, Chair)

Mr. John Myers moved to suspend the following as presented:

A. Suspend Policy 24

Mr. Matt Jacques seconded. The motion passed.

B. Athletic Master Plan and 2014 Athletic Budget Approvals

Mr. Bryan Towns moved to accept the Athletic Master Plan and 2014 Athletic Budget Approvals as presented.

Mr. Matt Jacques seconded. The motion passed.

XII. EXECUTIVE COMMITTEE (Ron Tucker, Chair)

Chairman Tucker stated there were no items to bring forth by the Executive Committee.

XIII. NOMINATING COMMITTEE (Shirley Stanton, Chair)

A. Election of Board of Governors' Officers (effective July 2013 through June 2014)

Nominating Committee Chair, Shirley Stanton, moved to approve the slate of officers recommended by the Nominating Committee which included Mr. Ron Tucker as Chairman, Mr. Mark Pallotta as Vice Chairman, and Ms. Dixie Yann as Secretary.

Mr. John Myers seconded. The motion passed.

XIV. POSSIBLE EXECUTIVE SESSION

Bob Mild made a motion to go into Executive Session “Under the Authority of West Virginia Code §6-9A-4” to discuss personnel and property issues. Mark Pallotta seconded. The motion passed.

Dixie Yann made a motion to reconvene in open session. Mark Pallotta seconded. The motion passed.

A. Evaluation of the President

Mr. Bob White made a motion to approve to extend President Maria Rose’s contract for another year. Mark Pallotta seconded. The motion passed.

B. Renovation of the Feaster Center

No action was taken concerning renovation of the Feaster Center.

XV. ADJOURNMENT

Mark Pallotta made a motion to adjourn the meeting. Chris Courtney seconded. The motion passed.

Ron Tucker

FSU Board of Governors’ Chairman

Dixie Yann

FSU Board of Governors’ Secretary

Tab 2

Fairmont State University
Board of Governors
Financial Report
for the period ending May 31, 2013

Unrestricted Fund:

The budget deficit planned for 2013 at the end of May decreased by \$22,493 from \$-75,734 to \$-53,241 due to employee positions being vacated and benefit coverage for PEIA being dropped. This budget reduction is temporary and will be added back when the vacated positions are established to be refilled.

Tuition and Fee revenue through the end of May is at 95.43% and we received 90.94% of budgeted revenue through the end of May. Non-operating revenue is at 99.42% of budget. Operating expenses through May is at 85.81% of budget. The actual surplus condition at the end of May is \$3,457,900.

Auxiliary Fund:

The Auxiliary Budget Planned Transfer to Reserve increased by \$36 to \$1,229,882.

Auxiliary Enterprise revenue achieved 92.20% of budget and we received 93.31% of the overall operating revenue plan. Operating expenses through the end of May is at 89.85% of budget. The actual surplus condition through the end of May is \$1,399,862.

Note: The adjusted projected deficit condition for Athletics for the 2013 FY is currently \$-117,000. This is compared to a planned deficit of a negative \$-113,000 approved in June by the Board of Governors. The overspending of the 2013 budgets through current will require the Athletic Department reserves to be reduced by \$250,000 by June 30, 2013.

Restricted Fund:

New grant was awarded to the University as follows:

- WVINBRE – II - \$30,000
- Degree Now - \$2,500

The Restricted Fund revenue achieved 87.90% of budget and the operating expense achieved 87.45% of budget. The actual surplus at the end of May is at \$238,462.

Please find the attached financial reports for the period ending May 31, 2013.

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

As of May 31, 2013

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Tuition and Fees	22,934,490	23,140,022	22,081,745	95.43
	Student Activity Support Revenue	580,820	580,820	553,819	95.35
	Faculty Services Revenue	1,272,439	1,272,439	1,340,734	105.37
	Operating Costs Revenue	2,319,839	2,213,343	1,666,167	75.28
	Support Services Revenue	3,502,054	3,498,463	2,420,439	69.19
	Other Operating Revenues	374,947	432,976	252,919	58.41
	Total:	30,984,588	31,138,063	28,315,823	90.94
OPERATING EXPENSE	Salaries	24,764,324	24,831,526	21,278,102	85.69
	Benefits	6,397,961	6,341,655	5,242,790	82.67
	Student financial aid-scholarships	1,894,339	1,921,289	1,798,440	93.61
	Utilities	1,749,920	1,747,900	1,301,807	74.48
	Supplies and Other Services	7,840,268	7,619,345	6,311,253	82.83
	Equipment Expense	1,029,576	1,264,296	1,474,844	116.65
	Fees retained by the Commission	185,560	185,560	189,926	102.35
	Assessment for Faculty Services	1,302,589	1,302,589	1,255,699	96.40
	Assessment for Support Services	290,965	279,870	180,009	64.32
	Assessment for Student Activity Costs	401,409	401,409	383,869	95.63
	Assessment for Operating Costs	124,691	135,289	83,955	62.06
	Total:	45,981,602	46,030,728	39,500,694	85.81
OPERATING INCOME / (LOSS)		(14,997,013)	(14,892,666)	(11,184,871)	75.10
NONOPERATING REVENUE (EXPENSE)	State Appropriations	17,880,671	17,880,671	17,880,671	100.00
	Gifts	12,500	38,471	20,531	53.37
	Investment Income	266,166	266,166	23,541	8.84
	Assessment for E&G Capital & Debt Service Costs	(2,545,328)	(2,558,111)	(2,388,904)	93.39
	Total:	15,614,009	15,627,197	15,535,839	99.42
TRANSFERS & OTHER	Capital Expenditures	(298,301)	(185,759)	(184,118)	99.12
	Construction Expenditures	(1,047,000)	(74,399)	(69,000)	92.74
	Transfers for Debt Service	(77,585)	(64,802)	(64,370)	99.33
	Transfers for Financial Aid Match	(84,926)	(88,162)	(81,084)	91.97
	Indirect Cost Recoveries	36,500	65,419	40,573	62.02
	Transfers for Capital Projects	0	(326,965)	(326,965)	100.00
	Transfers for Scholarships	0	(113,104)	(113,104)	100.00
	Transfers - Other	0	0	(95,000)	
	Total:	(1,471,312)	(787,772)	(893,068)	113.37
BUDGET BALANCE		(854,316)	(53,241)	3,457,900	
* Add: PROJECTED UNRESTRICTED NET ASSETS - Beginning of Year		13,980,018	13,980,018		
Less: USE OF RESERVE		0	0		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		<u>13,125,702</u>	<u>13,926,777</u>		

* Projected Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2012 in the amount of \$7,643,321

Unrestricted Net Asset Balance is 30.37% of the current budget total operating expense.

Auxiliary
Actual vs Budget Statement of Revenues and Expenses
Board of Governors
As of May 31, 2013

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Auxiliary Enterprise Revenue	6,356,953	6,474,463	5,969,554	92.20
	Athletic Sponsorship	0	13,100	12,000	91.60
	Auxiliary Fees & Debt Service Support Revenue	4,869,880	4,869,880	4,648,852	95.46
	Other Operating Revenues	312,438	312,438	258,301	82.67
	Total:	11,539,271	11,669,881	10,888,708	93.31
OPERATING EXPENSE	Salaries	2,424,398	2,425,586	2,275,536	93.81
	Benefits	590,920	622,457	467,106	75.04
	Student financial aid-scholarships	549,780	545,530	413,244	75.75
	Utilities	855,914	841,341	677,151	80.48
	Supplies and Other Services	2,308,971	2,547,948	2,372,474	93.11
	Equipment Expense	67,506	72,731	135,085	185.73
	Loan cancellations and write-offs	1,131	1,131	0	0.00
	Total:	6,798,620	7,056,724	6,340,596	89.85
OPERATING INCOME / (LOSS)		4,740,652	4,613,158	4,548,112	98.59
NONOPERATING REVENUE (EXPENSE)	Gifts	0	170,520	170,520	100.00
	Interest on capital asset related debt	(100,473)	(100,473)	(127,677)	127.08
	Total:	(100,473)	70,047	42,843	61.16
TRANSFERS & OTHER	Capital Expenditures	(212,712)	(402,176)	(259,432)	64.51
	Transfers for Debt Service	(3,160,827)	(3,160,827)	(3,136,340)	99.23
	Transfers for Financial Aid Match	(3,425)	(3,425)	(3,425)	100.00
	Transfers for Scholarships	0	113,104	113,104	100.00
	Transfers - Other	0	0	95,000	
	Total:	(3,376,963)	(3,453,323)	(3,191,093)	92.41
** BUDGET BALANCE - Projected Transfer to Reserves		1,263,216	1,229,882	1,399,862	
* Add: PROJECTED NET ASSETS - Beginning of Year		<u>7,873,002</u>	<u>7,873,002</u>		
Equals: PROJECTED NET ASSETS - End of Year		<u>9,136,218</u>	<u>9,102,884</u>		

* Projected Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2012 in the amount of \$904,619

* 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.

** Athletics will be using reserves from their Foundation Scholarship Fund, E&G Scholarship Fund, and Athletic Operating Fund for 2013 to cover the negative budget balance. This is planned for a one time condition until the Athletic Master Plan is complete.

FAIRMONT STATE UNIVERSITY
Actual vs Budget Statement of Revenues and Expenses
Current Restricted
As of May 31, 2013

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE					
	Federal Grants and Contracts	24,619,917	25,184,493	21,526,668	85.48
	State/Local Grants and Contracts	6,026,584	6,377,716	6,195,291	97.14
	Private Grants and Contracts	1,990,683	2,100,528	1,863,873	88.73
	Other Operating Revenue	0	0	3,253	
	Total:	32,637,183	33,662,736	29,589,086	87.90
OPERATING EXPENSE					
	Salaries	410,402	777,464	438,113	56.35
	Benefits	74,177	124,960	58,825	47.08
	Student financial aid - scholarships	40,674,450	40,732,394	36,859,062	90.49
	Utilities	3,257	3,166	3,166	100.00
	Supplies and Other Services	878,084	1,356,764	354,799	26.15
	Equipment Expense	220,271	242,569	96,474	39.77
	Total:	42,260,641	43,237,316	37,810,439	87.45
OPERATING INCOME / (LOSS)		(9,623,458)	(9,574,580)	(8,221,353)	85.87
NONOPERATING REVENUE (EXPENSE)					
	Federal Pell Grant Revenues	9,500,000	9,500,000	8,465,664	89.11
	Gifts	0	0	2,307	
	Investment Income	0	0	19	
	Total:	9,500,000	9,500,000	8,467,990	89.14
TRANSFERS & OTHER					
	Capital Expenditures	(10,662)	(10,662)	(50,828)	476.72
	Transfers for Fin Aid Match	84,926	88,162	84,509	95.86
	Indirect Cost Recoveries	(18,132)	(70,246)	(43,855)	62.43
	Transfers - Other	0	0	0	
	Total:	56,132	7,254	(10,174)	-140.25
BUDGET BALANCE		(67,326)	(67,326)	236,462	(351.22)
* Add: RESTRICTED NET ASSETS - Beginning of Year		90,583	90,583		
** Equals: PROJECTED RESTRICTED NET ASSETS - End of Year		<u>23,257</u>	<u>23,257</u>		

**Fairmont State University
Board of Governors
Financial Report
for the period ending June 30, 2013**

Unrestricted Fund:

The budget deficit planned for 2013 at the end of June has not been realized based on actual through June 30. There is currently a \$929,157 surplus condition however we are preparing for the annual audit and accrual entry still needs accomplished and a final audit report provided.

Tuition and Fee revenue through the end of June is at 95.68% and we received 95.53% of budgeted revenue through the end of May. Non-operating revenue is at 99.21% of budget. Operating expenses through June is at 94.16% of budget.

Note: The accrual entry process for FY 2013 is just beginning and it is too soon to predict the increase in net assets for 2013.

Auxiliary Fund:

The Auxiliary Budget Actual Transfer to Reserve was \$1,355,000 at June 30. This total transfer to reserve value is broken down to the following Auxiliary Enterprises:

Falcon Center	<u>\$700,000</u>
Housing	<u>\$810,000</u>
Facilities Parking & Security	<u>\$120,000</u>
Athletics	<u>\$-275,000</u>
TOTAL	<u>\$1,355,000</u>

Auxiliary Enterprise revenue achieved 100.53% of budget and we received 98.59% of the overall operating revenue plan. Operating expenses through the end of June is at 97.17% of budget.

Note: The actual deficit condition for Athletics for the 2013 FY is currently \$-275,000. This is compared to a planned deficit of a negative \$-113,000 approved in June 2012 by the Board of Governors. The overspending of the 2013 budgets through current required the Athletic Department reserves to be reduced by \$275,000 by June 30, 2013.

Restricted Fund:

New grant was awarded to the University as follows:

- Summer of Innovation - \$12,000
- Lego League Competition - \$10,000

Existing Grant Budgets that were adjusted:

- Science and Technology Awards - \$1,235
- NASA Space Grant (close out) - \$-2,544
- Azimuth Contracts (close out) - \$-9,544
- Tobacco Free Falcons (close out) - \$-2,547

The Restricted Fund revenue achieved 89.36% of budget and the operating expense achieved 88.75% of budget. The actual surplus at the end of June is at \$55,608.

Please find the attached financial reports for the period ending June 30, 2013.

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

As of June 28, 2013

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Tuition and Fees	22,934,490	23,140,022	22,141,086	95.68
	Student Activity Support Revenue	580,820	580,820	562,081	96.77
	Faculty Services Revenue	1,272,439	1,272,439	1,401,248	110.12
	Operating Costs Revenue	2,319,839	2,213,343	2,111,043	95.38
	Support Services Revenue	3,502,054	3,510,153	3,263,144	92.96
	Other Operating Revenues	374,947	434,215	279,111	64.28
	Total:	30,984,588	31,150,991	29,757,712	95.53
OPERATING EXPENSE	Salaries	24,764,324	24,895,995	23,315,795	93.65
	Benefits	6,397,961	6,423,333	5,719,813	89.05
	Student financial aid-scholarships	1,894,339	1,921,289	1,835,257	95.52
	Utilities	1,749,920	1,747,900	1,403,205	80.28
	Supplies and Other Services	7,840,268	7,475,060	6,872,028	91.93
	Equipment Expense	1,029,576	1,296,743	1,992,288	153.64
	Fees retained by the Commission	185,560	185,560	189,926	102.35
	Assessment for Faculty Services	1,302,589	1,302,589	1,284,767	98.63
	Assessment for Support Services	290,965	279,870	248,388	88.75
	Assessment for Student Activity Costs	401,409	401,409	388,802	96.86
	Assessment for Operating Costs	124,691	135,289	132,465	97.91
	Total:	45,981,602	46,065,037	43,376,882	94.16
OPERATING INCOME / (LOSS)		(14,997,013)	(14,914,046)	(13,619,169)	91.32
NONOPERATING REVENUE (EXPENSE)	State Appropriations	17,880,671	17,880,671	17,880,671	100.00
	Gifts	12,500	38,471	20,576	53.48
	Investment Income	266,166	266,166	25,359	9.53
	Assessment for E&G Capital & Debt Service Costs	(2,545,328)	(2,558,111)	(2,423,211)	94.73
	Total:	15,614,009	15,627,197	15,503,395	99.21
TRANSFERS & OTHER	Capital Expenditures	(298,301)	(233,759)	(254,006)	108.66
	Construction Expenditures	(1,047,000)	(74,399)	(69,000)	92.74
	Transfers for Debt Service	(77,585)	(64,802)	(64,370)	99.33
	Transfers for Financial Aid Match	(84,926)	(88,162)	(81,084)	91.97
	Indirect Cost Recoveries	36,500	65,379	48,460	74.12
	Transfers for Capital Projects	0	(326,965)	(326,965)	100.00
	Transfers for Scholarships	0	(113,104)	(113,104)	100.00
	Transfers - Other	0	0	(95,000)	
	Total:	(1,471,312)	(835,812)	(955,069)	114.27
BUDGET BALANCE		(854,316)	(122,660)	929,157	
* Add: PROJECTED UNRESTRICTED NET ASSETS - Beginning of Year		13,980,018	13,980,018		
Less: USE OF RESERVE		0	0		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		<u>13,125,702</u>	<u>13,857,358</u>		

* Projected Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2012 in the amount of \$7,643,321

Unrestricted Net Asset Balance is 30.35% of the current budget total operating expense.

Auxiliary
Actual vs Budget Statement of Revenues and Expenses
Board of Governors

As of June 28, 2013

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Auxiliary Enterprise Revenue	6,356,953	6,474,463	6,496,038	100.33
	Athletic Sponsorship	0	13,100	12,000	91.60
	Auxiliary Fees & Debt Service Support Revenue	4,869,880	4,869,880	4,715,192	96.82
	Other Operating Revenues	312,438	312,438	282,656	90.47
	Total:	11,539,271	11,669,881	11,505,886	98.59
OPERATING EXPENSE	Salaries	2,424,398	2,425,586	2,464,920	101.62
	Benefits	590,920	633,341	505,982	79.89
	Student financial aid-scholarships	549,780	545,530	419,644	76.92
	Utilities	855,914	841,341	732,432	87.06
	Supplies and Other Services	2,308,971	2,547,948	2,561,235	100.52
	Equipment Expense	67,506	72,731	175,086	240.73
	Loan cancellations and write-offs	1,131	1,131	8,086	714.92
	Total:	6,798,620	7,067,608	6,867,386	97.17
OPERATING INCOME / (LOSS)		4,740,652	4,602,274	4,638,500	100.79
NONOPERATING REVENUE (EXPENSE)	Gifts	0	170,520	170,520	100.00
	Interest on capital asset related debt	(100,473)	(100,473)	(127,677)	127.08
	Total:	(100,473)	70,047	42,843	61.16
TRANSFERS & OTHER	Capital Expenditures	(212,712)	(402,176)	(259,432)	64.51
	Transfers for Debt Service	(3,160,827)	(3,160,827)	(3,136,340)	99.23
	Transfers for Financial Aid Match	(3,425)	(3,425)	(3,425)	100.00
	Transfers for Scholarships	0	113,104	113,104	100.00
	Transfers - Other	0	0	95,000	
	Total:	(3,376,963)	(3,453,323)	(3,191,093)	92.41
** BUDGET BALANCE - Projected Transfer to Reserves		1,263,216	1,218,998	1,490,250	
* Add: PROJECTED NET ASSETS - Beginning of Year		<u>7,873,002</u>	<u>7,873,002</u>		
Equals: PROJECTED NET ASSETS - End of Year		<u>9,136,218</u>	<u>9,092,000</u>		

* Projected Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2012 in the amount of \$904,619

* 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.

** Athletics will be using reserves from their Foundation Scholarship Fund, E&G Scholarship Fund, and Athletic Operating Fund for 2013 to cover the negative budget balance. This is planned for a one time condition until the Athletic Master Plan is complete.

FAIRMONT STATE UNIVERSITY
Actual vs Budget Statement of Revenues and Expenses
Current Restricted
As of June 28, 2013

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Federal Grants and Contracts	24,619,917	25,172,493	22,099,665	87.79
	State/Local Grants and Contracts	6,026,584	6,365,628	6,166,539	96.87
	Private Grants and Contracts	1,990,683	2,107,981	1,798,230	85.31
	Other Operating Revenue	0	1,235	3,298	
	Total:	32,637,183	33,647,336	30,067,732	89.36
OPERATING EXPENSE	Salaries	410,402	769,043	486,854	63.31
	Benefits	74,177	126,519	67,326	53.21
	Student financial aid - scholarships	40,674,450	40,732,394	37,469,651	91.99
	Utilities	3,257	3,166	3,166	100.00
	Supplies and Other Services	878,084	1,358,611	405,035	29.81
	Equipment Expense	220,271	195,125	100,034	51.27
	Total:	42,260,641	43,184,857	38,532,066	89.23
OPERATING INCOME / (LOSS)		(9,623,458)	(9,537,520)	(8,464,333)	88.75
NONOPERATING REVENUE (EXPENSE)	Federal Pell Grant Revenues	9,500,000	9,500,000	8,534,395	89.84
	Gifts	0	0	2,307	
	Investment Income	0	0	19	
	Total:	9,500,000	9,500,000	8,536,721	89.86
TRANSFERS & OTHER	Capital Expenditures	(10,662)	(50,828)	(50,828)	100.00
	Transfers for Fin Aid Match	84,926	88,162	84,509	95.86
	Indirect Cost Recoveries	(18,132)	(67,139)	(50,460)	75.16
	Transfers - Other	0	0	0	
	Total:	56,132	(29,805)	(16,780)	56.30
BUDGET BALANCE		(67,326)	(67,326)	55,608	(82.60)
* Add: RESTRICTED NET ASSETS - Beginning of Year		90,583	90,583		
** Equals: PROJECTED RESTRICTED NET ASSETS - End of Year		<u>23,257</u>	<u>23,257</u>		

**Fairmont State University
Board of Governors
August 15, 2013**

Item: Falcon Center Capital Project change from Fabric Duct replacement to Falcon Center Gyms and Weight and Fitness Lighting Replacement

Committee: Committee of the Whole

Recommended Resolution: Approval to delay the acquisition of a second set of HVAC Fabric Duct in favor of lighting replacement in the two gyms and weight and fitness room.

Staff Member: Rick Porto

Background: The Fabric Duct replacement can be delayed one additional year in favor of doing a lighting replacement that will save energy costs and pay for this lighting replacement in 3.5 years.

Please see attached information.

Falcon Center Lighting Upgrade Information

Prior Years Electric Costs for Falcon Center

FY 2011	\$	269,017.07
FY 2012	\$	269,508.86
FY 2013	\$	257,427.43

Proposed New Light

•	Cost of Lights	\$	70,880.00
•	Cost to Install by FSU	\$	5,850.00
•	Project Cost	\$	76,730.00
•	Total Annual KW saved		50.45
•	Total Annual KWh saved		220,975
•	Total Annual Energy Cost Savings	\$	22,097.54
•	Payback		3.5 years

Propose to change the approved Falcon Center Fabric Duct Replacement budget of \$80,000 to the Falcon Center Lighting Upgrade.

CAPITAL PROJECTS

Carried Forward from FY 2013

<i>Project</i>	<i>Project Budget</i>	<i>Expenses & Encumbrances</i>	<i>Available Project Budget</i>	<i>Project Completion Date and/or Update Notes</i>
Academic Fund	\$ -	\$ -	\$ -	To be spent on programmatic changes approved by the academic deans.
Landscaping	\$ -	\$ -	\$ -	Numerous purchases throughout the year for landscaping needs on all campus sites.
Physical Plant Small Projects	\$ -	\$ -	\$ -	Numerous purchases for small projects throughout the campuses.
Aerospace Center - HVAC Upgrades	\$ 60,000.00	\$ -	\$ 60,000.00	Pre-bid Meeting held 7/12/13. Bids Due 7/25/13.
Campus - ADA Restrooms	\$ 50,000.00	\$ -	\$ 50,000.00	
Caperton Center - Roof Renewal	\$ 400,000.00	\$ -	\$ 400,000.00	A&E will begin drafting specifications and drawings to bid project.
Feaster Center - HVAC Upgrade Pool Area	\$ 307,000.00	\$ -	\$ 307,000.00	Combined with Natatorium Upgrades
Feaster Center - Natatorium Upgrades	\$ 740,000.00	\$ -	\$ 740,000.00	Notice of Intent to Award sent to Contractor. Bonds & Insurance Docs due 7/27/13
Hardway Hall Renovations	\$ 5,500,000.00	\$ 5,437,125.37	\$ 62,874.63	Weekly updates are posted on Physical Plant website. Project is still on schedule.
Hunt Haught Hall - Window Replacement (FY12)	\$ 120,000.00	\$ 25,000.00	\$ 95,000.00	A&E completing specifications for review.
Hunt Haught Hall - Green House	\$ 149,650.00	\$ -	\$ 149,650.00	Bids Opened 3/18/13 - All bids were over budget by \$200,000 or more. Project has been REBID. Prebid Meeting 7/16/13
Hunt Haught Hall - Elevator Upgrades	\$ 90,500.00	\$ 81,300.00	\$ 9,200.00	Work is almost complete; Requesting to move \$9,500 of this funding to Information Technology - AC Unit Project Below. Contracted HVAC will purchase unit and install to save time of re-bidding project.
Information Technology -AC Unit	\$ 111,570.00	\$ 9,070.00	\$ 102,500.00	Low Bid Contractor unable to obtain required insurance. Memo sent to contractor retracting Notice of Intent to Award. Project will have to be re-bid; Contracted HVAC vendor has submitted a quote of \$102,500 to complete project.
Infrastructure - Merchant Wall (FY11)	\$ 350,000.00	\$ 7,015.50	\$ 342,984.50	A&E has been contracted - Design work to begin with A&E.
Infrastructure - Campus Lighting Upgrades	\$ 187,930.00	\$ -	\$ 187,930.00	Finalizing plan for updating and adding fixtures around campus.
Infrastructure - Paving Projects	\$ 321,095.20	\$ -	\$ 321,095.20	Preparing Specifications for open-end contract

CAPITAL PROJECTS

Carried Forward from FY 2013

<i>Project</i>	<i>Project Budget</i>	<i>Expenses & Encumbrances</i>	<i>Available Project Budget</i>	<i>Project Completion Date and/or Update Notes</i>
Jaynes Hall - Roof Renewal (FY12)	\$ 350,000.00	\$ -	\$ 350,000.00	Prebid Meeting 7/17/13.
Locust Avenue	\$ 40,000.00	\$ -	\$ 40,000.00	FSU met with State Road to review some options on the lighting. Waiting on info from State Road as to when project will move forward.
Musick Library - HVAC	\$ 293,500.00	\$ -	\$ 293,500.00	Low Bid Contractor unable to obtain required insurance. Memo sent to contractor retracting Notice of Intent to Award. Notice of Intent to Award sent to Contractor. Bonds & Insurance due 7/17/13
School House Museum Repairs	\$ 70,000.00	\$ -	\$ 70,000.00	A&E updating specifications to prepare bidding documents.
Turley Center FFE	\$ 1,000,000.00	\$ 893,888.90	\$ 106,111.10	Majority of Furniture has been delivered and installed. Additonal delivery scheduled for 7/25/13
Turley Center Renovations	\$ 6,502,680.00	\$ 6,403,857.31	\$ 98,822.69	Weekly updates are posted on the Physical Plant website.
Wallman Hall - Foundation Waterproof (FY12)	\$ 25,500.00	\$ 25,500.00	\$ -	Part of Wallman Renovations
Wallman Hall Renovations	\$ 4,757,879.02	\$ 4,680,866.65	\$ 77,012.37	Weekly updates are posted on Physical Plant website.
Wallman Hall Elevator Replacement	\$ -	\$ -	\$ -	Contracted with Otis Elevator - part of Renovations budget above; Work to be done this summer.

AUXILIARY CAPITAL PROJECTS

Carried Forward From FY 2013

<i>Project</i>	<i>Project Budget</i>	<i>Expenses & Encumbrances</i>	<i>Available Project Budget</i>	<i>Project Completion Date and/or Update Notes</i>
Athletics - Women's Basketball Locker Room	\$ 125,000.00	\$ 12,500.00	\$ 112,500.00	Notice of Intent to Award was sent to Contractor. Bonds & Insurance Items Due Back 7/23/13
Falcon Center Fabric Duct Replacement (FY12)	\$ 80,000.00	\$ -	\$ 80,000.00	Propose to change this budget to Falcon Center Lighting Upgrades.
Falcon Center - Security Cameras	\$ 42,644.58	\$ -	\$ 42,644.58	
Starbucks Renovations	\$ 150,000.00	\$ 8,500.00	\$ 141,500.00	Funding Note: \$130,000 - Falcon Ctr \$20,000 Aladdin Notice of Intent to Award sent to Contractor. Bonds & Insurance Items due 7/17/13
Parking Garage - Maintenance Lower Levels	\$ 50,000.00	\$ -	\$ 50,000.00	Contractor should start the end of July.
Residence Halls - Morrow Hall Pump Replacements	\$ 10,000.00	\$ -	\$ 10,000.00	
Residence Halls - Back Flow Preventers	\$ 20,000.00	\$ -	\$ 20,000.00	Materials received. Contractor should begin install within two weeks.

Tab 3

**Fairmont State University
Board of Governors
August 15, 2013**

Item: Bachelor of Arts, Communication; Bachelor of Science, Health Science; Bachelor of Arts, Health Education Teacher Education

Committee: Academic Affairs

**Recommended
Resolution:**

Name changes for the following degrees:

Bachelor of Arts, Communication to Bachelor of Arts, Communication Arts;

Bachelor of Science, Health Science to Bachelor of Science, Community Health Education;

Bachelor of Arts, Health Education Teacher Education to Bachelor of Arts, School Health Education.

Staff Member: Dr. Christina Lavorata, Provost and Vice President of Academic Affairs, Dr. Constance Edwards, Interim Dean of the School of Fine Arts, and Dr. Van Dempsey, Dean of the School of Education, Health and Human Performance.

Background: During the curriculum review process, it was determined that the above degrees have name changes to better reflect the programs.

The name change to the existing communication degree makes it an interdisciplinary degree and adds several concentrations.

The name changes to the existing Health degrees will align them with national standards, incorporate technology, and help to define the focus of the curriculum.

Tab 4

**Fairmont State University
Board of Governors
August 15, 2013**

Item: Approval to do a request for architect services to oversee the design and renovation of the Feaster Center gym floor and replacement of the bleachers. Also to move forward with funding plan document for this project and to obtain the Higher Education Policy Commission's approval for this project and funding plan.

Committee: Committee of the Whole

Recommended Resolution: Approval to do a request for architect services, and to fund the cost of the architect from Education and General Reserves for the gym floor and bleacher project.

Approve the documenting of the funding plan for this renovation of the floor and bleachers.

Approve the action to obtain the Higher Education Policy Commission approval of this project since the cost will exceed \$1,000,000.

Staff Member: Rick Porto

Background: To move the Feaster Center gym floor and bleacher project forward it is necessary to hire an architect for this project.

Also, a funding plan will need to be developed and subsequently reviewed and approved by the FSU Finance Committee, Full Board, and eventually the Higher Education Policy Commission.

This action item gives the approval to the Athletic Department and Administration to move this project forward and to target this renovation to occur between May 15, 2014 and the start of the 2014-2015 Basketball Season should a funding plan be approved by this date.

Tab 5

Fairmont State University
Board of Governors
August 15, 2013

Item: Housing Master Plan Architect appointment and budget approval for the design phase of the Apartment Replacement Project and move forward with doing an RFP for Bond Council and Underwriter to bond for 20 million dollars for the apartments.

Committee: Committee of the Whole

Recommended Resolution: Hire McKinley and Associates for architecture services and approve the budget for the schematic design phase of \$353,000 to the housing capital project budget. Also, to approve moving forward to do an RFP for Bond Counsel and Underwriter to bond for 20 million dollars.

Staff Member: Rick Porto

Background: Please see attached Housing Master Plan architect's proposal/commitment. The total contract for architect services will be \$1,368,500 or 7.2% of the cost of construction of \$19,000,000.

After interviewing 13 architectural firms, the committee unanimously ranked McKinley and Associates as the top candidate.

While the contract totals \$1,368,500 we are requesting to encumber in FY 2014 \$353,000 which covers the pre-design, planning, programming, concept development phase, the schematic design phase, the geotechnical exploration, and the site survey.

The remainder of the contract costs will be requested of the Board prior to when those phases need to begin. The architect fees will be paid for from housing reserves.

It is Administration's plan to bond to replace the apartments for \$20,000,000. Of this \$20,000,000, approximately \$18,000,000 will be for construction of the apartments, \$1,000,000 will be for retaining wall system and parking, and \$1,000,000 for F, F, &E.

The costs for the Bond Council and Underwriter will come out of the bonding process.



June 18, 2013

Ms. Lenora Montgomery
Financial Reporting Manager
Fairmont State University
1201 Locust Avenue
Fairmont, WV 26554

Dear Lenora:

It was a pleasure to meet with you last week in regards to the design of the College Apartments. I would like to once again thank you for the opportunity and we look forward to working with you and Fairmont State on this exciting project. As we discussed, this project has the many challenges of the demolition of existing apartment buildings, design and phased construction of the new facilities as well as maintaining as many of the beds as possible during construction. It is for that reason we are proposing a fee structure that would allow us to dedicate time on pre-design Programming of the project to insure our collective teams have a consensus before we move forward with the design. Below is our proposal to provide these pre-design services as well as our Basic Service Fee.

Pre-Design, Planning, Programming and Concept Development

The primary objective of this phase is to determine the project's requirements. Our team will visit the site to gather information regarding the existing structures and existing site conditions. A Site Study/Master Plan will be done to optimize the new facilities taking in account, site characteristics and requirements including: location of utilities, storm drainage systems, site topography, vehicular access and parking, and pedestrian access. The site study will be conducted concurrently with the programming that will build on the requirement of the need for 400-bed residences, through the use of a series of workshops with key stakeholders including: faculty, administrative staff, facilities and maintenance staff, students and other groups as directed by the University.

Deliverables (during this phase will include):

- Report documenting methodology and results of the site study and programming.
- Illustrative site plans and diagrams indicating proposed building locations, parking locations, and pedestrian flow diagrams.
- Diagrams indicating typical room configurations and data sheets indicating the specific requirements of each space.
- Preliminary civil and geotechnical reports.
- Initial cost estimate

Pre-Design, Planning, Programming and Concept Development Fee: \$135,000



Basic Service Fee:

The Basic Service Fee is a Lump Sum based on a construction budget of \$19 Million. Design phase breakdowns of cost and scope are as follows:

Schematic Design Phase: \$199,500.00

The primary objective is to define site and building relationships and character. The final Schematic documents will define site flow, proposed construction phasing, building shape, preliminary MEP concepts, massing and floor plan room layouts to meet the project's Program and building code requirements.

Deliverables:

Drawings:

- Site plans, building floor plans, phasing plan, building elevations, building sections, and up to (3) perspective drawings and/or renderings describing the overall quantity and quality of the project.

Technical Specifications and Requirements:

- Provide written narrative describing the proposed character of the building, MEP systems and civil site design to be included in the scope of the project.
- Provide a proposed table of contents of technical specifications for the project

Meeting/Presentations

- Includes up to two site meeting/presentations

Design Development Phase: \$266,000.00

The primary objective of the Design development is to refine all design required for the project. This requires interaction between the Owner and the Design Team of professionals to verify all the pieces and parts of the design.

Deliverables:

Drawings:

- Site plan indicating the relationship of the building to the associated site features.
- Updated phasing plan
- Dimensioned floor plans indicating structural bay sizes and overall building dimensions.
- Exterior and core wall sections showing final dimensional relationships, materials and component relationships.
- Floor Plan showing all fixed and loose equipment.
- Large scale plans and sections.
- Room finish schedule identifying all finishes.
- Building sections.
- Preliminary development of details.



- Reflected ceiling plan including ceiling materials, light fixtures and all devices that penetrate or are mounted upon finished ceiling.
- Up to (3) perspective drawings and/or renderings, updated from previous phase, describing the overall quantity and quality of the project.

Technical Specifications and Requirements:

- Outline of technical specifications for general trades, plumbing, HVAC, electrical and fire suppression.

Meetings/Presentations:

- Includes up to three on site meetings/presentations.

Construction Document Phase: \$532,000.00

The primary objective of the Construction Documents is to complete the design phase documents, and include the coordination and the details of the drawings and written instructions for obtaining bids from contractors to implement the project design. The documents will also be used to obtain plan approval for construction from the appropriate building authorities and agencies.

Deliverables:

- Basic floor plans of the entire facility showing minimal detail with a grid or column reference systems showing overall building layout dimensions, core spaces, numbered and named rooms, floor opening penetrations, etc.
- Finalize MEP and life safety systems.
- Dimensioned floor plans locating all interior and exterior wall partitions from the grid or column reference system.
- Room wall elevations for all non-typical walls.
- Interior and exterior window, door and frame descriptions complete with elevations and details for head, jamb and sill conditions.
- Finish and color schedule
- Reflective ceiling plans showing all grid, access doors, light fixtures, grills diffusers, intercom system, exit devices, etc.
- Details to illustrate transitions between finish materials and construction types.
- Major building sections in at least two directions.
- Sufficient detail to clearly indicate the method of construction for all building components including: walls, floors, roofing assemblies, waterproofing systems, insulating systems, interior and exterior finishes, architectural details, interior stairs and elevators.
- Partition types and section details for all interior wall conditions.
- Roof plan showing all roofing material, roof drains, overflows, access hatches, roof walk pads, roof drainage slopes and elevations, scuppers, skylights and mechanical and plumbing penetrations.
- Exterior building elevations showing finish materials, exterior door and window openings, lights, louvers, grills, signage, etc.

Project Manuals:

- Complete with all technical sections and bidding requirements.



Meeting/ Presentations:

- Includes up to two site meeting/presentations.

Bidding Phase: \$ 66,500.00

This phase involves the actual bidding of the project.

- Respond to bidder's clarifications is required.
- Consider bidders substitution request
- Prepare required addenda
- Attend both on site pre-bid meeting and bid opening.

Construction Phase: \$266,000.00

The primary objective of the Construction Phase is to observe the construction to help ensure that the contractor is properly building what was designed and specified.

- Attend bi-weekly construction progress meetings.
- Review submittals where specified
- Respond to requests for information (RFI's)
- Review contractor pay applications.

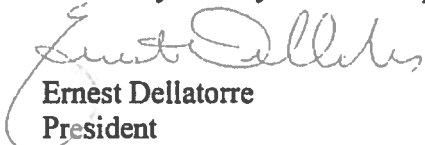
Total Basic Service Lump Sum Fee: \$ 1,330,000.00

The above Basic Service fee is based on a \$19 million construction budget and includes reimbursable expenses. If construction budget changes we reserve the right to negotiate our fee accordingly. In addition to the above Basic Service fees, we are proposing the following as contract allowances for other required contract services:

Geotechnical Exploration: \$ 9,000
Site Survey: \$ 9,500
Detailed Cost Estimates \$20,000

We are pleased to provide you with this proposal for the new College Apartments and are eager to tackle the challenges presented by this project. Our team is committed to working with Fairmont State to provide a first class facility that we will all be proud to be a part. We are available to meet with you at your earliest convenience to discuss any questions you may have in regards to our proposal.

I sincerely thank you for this opportunity and hope this is a start of a lasting relationship.



Ernest Dellatorre
President
edellatorre@mckinleyassoc.com



RATE SCHEDULE

<u>JOB CLASSIFICATION</u>	<u>BASIC HOURLY RATE</u>
Principal	\$175.00/Hour
Senior Architect/Engineer	\$112.50/Hour
Architect/Engineer	\$105.50/Hour
Landscape Architect	\$87.50/Hour
Intern Architect/Engineer	\$80.00/Hour
Contract Administrator	\$91.50/Hour
Senior Designer	\$82.50/Hour
Designer	\$65.00/Hour
Senior Interior Designer	\$75.00/Hour
Senior Drafting	\$65.00/Hour
Drafting	\$60.00/Hour
Estimator	\$105.00/Hour
Specification Writer	\$105.00/Hour
Technician	\$70.00/Hour
Clerical	\$55.00/Hour
Deposition and/or Court Appearance	\$600/First Hour
Architect and/or Engineer	\$200/Each Add'l Hour
Principal	\$300/Each Add'l Hour

Reimbursable Expenses incurred in connection with the Project are defined as the costs of toll telephone charges, reproduction of plans and specifications, travel and other project related expenses.

REVISED April 2007

Tab 6

**Fairmont State University
Board of Governors
August 15, 2013**

ITEM: Capital Project Summary Report for Fiscal Years 2004 through 2013

COMMITTEE: Committee of the Whole

INFORMATION ONLY:

STAFF MEMBER: Rick Porto

BACKGROUND: Attached is a 10-year summation of the capital projects that were added to the financial statements of Fairmont State University and Pierpont Community and Technical College.

Also attached is a more detailed listing showing what buildings, infrastructure, land and land improvements, and built-in building equipment were added each fiscal year over the 10-year period.

All of these projects were approved by the Governing Boards of Fairmont State University and by Pierpont Community and Technical College.

**Capital Projects Additions Summary
FY 2003 - FY2013**

Fiscal Year	Land & Land Improvements	Infrastructure	Buildings & Building Improvements	Building Equipment	Totals
2004	-	94,809.24	207,029.79		301,839.03
2005	3,885,719.93		11,714,910.11		15,600,630.04
2006	1,517,141.74	8,624,194.18	37,864,383.99		48,005,719.91
2007	1,025,135.27	1,560,600.76	6,175,445.71		8,761,181.74
2008	2,074,910.01	2,153,508.96	16,616,908.73		20,845,327.70
2009	23,998.00	36,807.65	1,122,941.73		1,183,747.38
2010	107,340.39		2,787,188.34		2,894,528.73
2011			427,729.03		427,729.03
2012	209,333.70	194,293.00	2,018,017.40	1,225,931.19	3,647,575.29
2013	131,688.00	134,766.20	1,252,599.39	-	1,519,053.59
	\$ 8,975,267.04	\$ 12,798,979.99	\$ 80,187,154.22	\$ 1,225,931.19	\$ 103,187,332.44

* Summary includes all capital projects for Auxiliary funds, E&G Capital and Infrastructure (BOG Support). BOG Support amounts are in "total" before year end allocation to Fairmont and Pierpont.

* Funding Sources include bond funding for major projects since fiscal year 2003.

* Construction in progress at June 30, 2013 is \$13.2 million dollars as of July 31, 2013. Accounting and Physical Plant staff are still reconciling Accounts Payable and Retainage amounts.

BUILDINGS & BUILDING IMPROVEMENTS			
Building	Description of Project	FY Acquired	Acquired Cost
Merchant Street Building	HVAC Upgrade	2004	\$ 5,772.62
Turley Center	Renovations	2004	\$ 201,257.17
		2004 Total	\$ 207,029.79
Byrd Center	Ductwork	2005	\$ 23,682.00
Byrd Center	Expansion Phase I	2005	\$ 1,012,370.33
Byrd Center	Roof Repair	2005	\$ 8,142.00
College Park Apartments	Roof - Building G	2005	\$ 43,900.00
Morrow Hall	Asbestos Abatement	2005	\$ 14,714.00
Parking Garage	Construction	2005	\$ 10,552,093.97
Turley Center	Renovations	2005	\$ 42,577.20
Wallman Hall	HVAC Upgrade	2005	\$ 17,430.61
		2005 Total	\$ 11,714,910.11
Braxton County	Building	2006	\$ 1,000,000.00
Bryant Place	Building	2006	\$ 12,603,799.00
Colebank Hall	Gym Floor Renovations	2006	\$ 135,000.00
College Park Apartments	Fire Alarm - Building G	2006	\$ 52,600.00
Falcon Center	Building	2006	\$ 23,486,047.63
Morrow Hall	Asbestos Abatement	2006	\$ 6,406.25
Shaw House	Building	2006	\$ 580,531.11
		2006 Total	\$ 37,864,383.99
BB&T Building - Clarksburg	Acquired	2007	\$ 477,959.31
Braxton County	Building Additions	2007	\$ 61,254.27
Bryant Place	6th Floor Renovations	2007	\$ 111,932.21
Colebank Hall	2nd & 3rd Floor Renovations	2007	\$ 787,618.12
Colebank Hall	Elevator Installations	2007	\$ 326,512.75
Colebank Hall	Roof	2007	\$ 246,736.32
Falcon Center	Building Additions	2007	\$ 169,095.99
Falcon Center	Conference Rooms & Computer Lab	2007	\$ 814,768.74
Hardway Hall	Room 314 Renovations	2007	\$ 37,014.48
Musick Library	Renovations & Addition	2007	\$ 3,114,892.98
Shaw House	Patio	2007	\$ 27,660.54
		2007 Total	\$ 6,175,445.71
Colebank Hall	UPS Expansion	2008	\$ 476,905.31
College Park Apartments	Building H Demolition	2008	\$ (133,905.00)
Engineering Tech	Building	2008	\$ 15,094,868.74
Falcon Center	Smoke Vent Project	2008	\$ 66,199.00
Feaster Center	HVAC Phase I	2008	\$ 382,148.63
Feaster Center	Therapy Room	2008	\$ 394,735.95
Hunt Haught Hall	Stairtower Renovations	2008	\$ 335,956.10
		2008 Total	\$ 16,616,908.73
College Park Apartments	Waterproofing - Building G	2009	\$ 23,400.00
College Park Apartments	Roof - Building C/D	2009	\$ 71,632.00
Colonial Apartments / Folklife Center	Renovation Phase I	2009	\$ 722,019.00
Engineering Tech	Additions	2009	\$ 198,826.26
Feaster Center	Pool Painting	2009	\$ 20,425.00
Morrow Hall	Delayed Egress Exits	2009	\$ 13,657.33
Pence Hall	Asbestos Abatement & Carpet	2009	\$ 45,667.48
Pence Hall	Delayed Egress Exits	2009	\$ 13,657.33
Prichard Hall	Delayed Egress Exits	2009	\$ 13,657.33

BUILDINGS & BUILDING IMPROVMENTS			
Building	Description of Project	FY Acquired	Acquired Cost
		2009 Total	\$ 1,122,941.73
College Park Apartments	Roof - Building A/B	2010	\$ 48,930.00
Colonial Apartments / Folklife Center	Renovation Phase II	2010	\$ 524,297.85
Education Building	Exterior Waterproofing	2010	\$ 162,401.25
Education Building	Roof Replacement	2010	\$ 270,641.15
Feaster Center	Elevator & Steps Addition	2010	\$ 1,479,794.80
Feaster Center	HVAC Phase II	2010	\$ 301,123.29
		2010 Total	\$ 2,787,188.34
College Park Apartments	College Apartment Roof E/F	2011	\$ 64,990.00
Hardway Hall	Hardway Front Portico	2011	\$ 54,867.90
Hardway Hall	Hardway Front Portico	2011	\$ 307,871.13
		2011 Total	\$ 427,729.03
Byrd Center	Roof Renewal	2012	\$ 276,130.00
Byrd Center	Fire Suooression	2012	\$ 1,048,156.40
College Park Apartments	Foundation Waterproofing	2012	\$ 55,500.00
Colonial Apartments / Folklife	Phase III	2012	\$ 419,484.70
Falcon Center	Dining Carpet Replacement	2012	\$ 47,617.24
Hunt Haught Hall	Glass Front	2012	\$ 171,129.06
		2012 Total	\$ 2,018,017.40
Engineering Tech	Dust Collection System	2013	\$ 69,000.00
Byrd Center	Floor Replacement	2013	\$ 34,940.75
Education Building	Building Controls	2013	\$ 39,229.00
Musick Library	Upgrades	2013	\$ 51,110.00
Musick Library	Elevator	2013	\$ 938,990.98
Feaster Center	Men's Locker Room	2013	\$ 119,328.66
		2013 Total	\$ 1,252,599.39
	Total Buildings and Building Improvements		\$ 80,187,154.22

BUILDINGS & BUILDING IMPROVMENTS

Building	Description of Project	FY Acquired	Total Acquired Cost	Educational & General (E&G)		Auxiliary			
				E&G - BOG Support	E&G -Fairmont	Housing	Falcon Center	Facilities/Parking	Athletics
BB&T Building - Clarksburg	Acquired	2007	\$ 477,959.31	\$ 477,959.31					
Braxton County	Building	2006	\$ 1,000,000.00	\$ 1,000,000.00					
Braxton County	Building Additions	2007	\$ 61,254.27	\$ 61,254.27					
Bryant Place	Building	2006	\$ 12,603,799.00			\$ 12,603,799.00			
Bryant Place	6th Floor Renovations	2007	\$ 111,932.21			\$ 111,932.21			
Byrd Center	Ductwork	2005	\$ 23,682.00	\$ 23,682.00					
Byrd Center	Expansion Phase I	2005	\$ 1,012,370.33	\$ 1,012,370.33					
Byrd Center	Roof Repair	2005	\$ 8,142.00	\$ 8,142.00					
Byrd Center	Roof Renewal	2012	\$ 276,130.00	\$ 276,130.00					
Byrd Center	Fire Suppression	2012	\$ 1,048,156.40	\$ 1,048,156.40					
Byrd Center	Floor Replacement	2013	\$ 34,940.75	\$ 34,940.75					
Colebank Hall	Gym Floor Renovations	2006	\$ 135,000.00	\$ 54,000.00			\$ 81,000.00		
Colebank Hall	2nd & 3rd Floor Renovations	2007	\$ 787,618.12	\$ 235,047.25			\$ 552,570.87		
Colebank Hall	Elevator Installations	2007	\$ 326,512.75	\$ 130,605.10			\$ 195,907.65		
Colebank Hall	Roof	2007	\$ 246,736.32	\$ 98,694.53			\$ 148,041.79		
Colebank Hall	UPS Expansion	2008	\$ 476,905.31	\$ 190,762.12			\$ 286,143.19		
College Park Apartments	Roof - Building G	2005	\$ 43,900.00			\$ 43,900.00			
College Park Apartments	Fire Alarm - Building G	2006	\$ 52,600.00			\$ 52,600.00			
College Park Apartments	Building H Demolition	2008	\$ (133,905.00)			\$ (133,905.00)			
College Park Apartments	Waterproofing - Building G	2009	\$ 23,400.00			\$ 23,400.00			
College Park Apartments	Roof - Building C/D	2009	\$ 71,632.00			\$ 71,632.00			
College Park Apartments	Roof - Building A/B	2010	\$ 48,930.00			\$ 48,930.00			
College Park Apartments	College Apartment Roof E/F	2011	\$ 64,990.00			\$ 64,990.00			
College Park Apartments	Foundation Waterproofing	2012	\$ 55,500.00			\$ 55,500.00			
Education Building	Exterior Waterproofing	2010	\$ 162,401.25	\$ 162,401.25					
Education Building	Roof Replacement	2010	\$ 270,641.15	\$ 270,641.15					
Education Building	Building Controls	2013	\$ 39,229.00	\$ 39,229.00					
Engineering Tech	Building	2008	\$ 15,094,868.74	\$ 15,094,868.74					
Engineering Tech	Additions	2009	\$ 198,826.26	\$ 198,826.26					
Engineering Tech	Dust Collection System	2013	\$ 69,000.00		\$ 69,000.00				
Falcon Center	Building	2006	\$ 23,486,047.63				\$ 23,486,047.63		
Falcon Center	Building Additions	2007	\$ 169,095.99				\$ 169,095.99		
Falcon Center	Lab	2007	\$ 814,768.74				\$ 814,768.74		
Falcon Center	Smoke Vent Project	2008	\$ 66,199.00				\$ 66,199.00		
Falcon Center	Dining Carpet Replacement	2012	\$ 47,617.24				\$ 47,617.24		
Feaster Center	HVAC Phase I	2008	\$ 382,148.63	107,001.62					275,147.01
Feaster Center	Therapy Room	2008	\$ 394,735.95	110,526.07					284,209.88
Feaster Center	Pool Painting	2009	\$ 20,425.00	5,719.00					14,706.00
Feaster Center	Elevator & Steps Addition	2010	\$ 1,479,794.80	414,342.54					1,065,452.26
Feaster Center	HVAC Phase II	2010	\$ 301,123.29	84,314.52					216,808.77
Feaster Center	Men's Locker Room	2013	\$ 119,328.66						119,328.66
Folklife Center	Renovation Phase I	2009	\$ 722,019.00	\$ 722,019.00					
Folklife Center	Renovation Phase II	2010	\$ 524,297.85	\$ 524,297.85					
Folklife Center	Phase III	2012	\$ 419,484.70	\$ 419,484.70					
Hardway Hall	Room 314 Renovations	2007	\$ 37,014.48	\$ 37,014.48					
Hardway Hall	Hardway Front Portico	2011	\$ 54,867.90	\$ 54,867.90					
Hardway Hall	Hardway Front Portico	2011	\$ 307,871.13	\$ 307,871.13					
Hunt Haught Hall	Stairtower Renovations	2008	\$ 335,956.10	\$ 335,956.10					
Hunt Haught Hall	Glass Front	2012	\$ 171,129.06	\$ 171,129.06					
Merchant Street Building	HVAC Upgrade	2004	\$ 5,772.62	\$ 5,772.62					
Morrow Hall	Asbestos Abatement	2005	\$ 14,714.00			\$ 14,714.00			
Morrow Hall	Asbestos Abatement	2006	\$ 6,406.25			\$ 6,406.25			
Morrow Hall	Delayed Egress Exits	2009	\$ 13,657.33			\$ 13,657.33			
Musick Library	Renovations & Addition	2007	\$ 3,114,892.98	\$ 3,114,892.98					
Musick Library	Upgrades	2013	\$ 51,110.00	\$ 51,110.00					
Musick Library	Elevator	2013	\$ 938,990.98	\$ 938,990.98					

BUILDINGS & BUILDING IMPROVMENTS

Building	Description of Project	FY Acquired	Total Acquired Cost	Educational & General (E&G)		Auxiliary				
				E&G - BOG Support	E&G - Fairmont	Housing	Falcon Center	Facilities/Parking	Athletics	
Parking Garage	Construction	2005	\$ 10,552,093.97					\$ 10,552,093.97		
Pence Hall	Asbestos Abatement & Carpet	2009	\$ 45,667.48			\$ 45,667.48				
Pence Hall	Delayed Egress Exits	2009	\$ 13,657.33			\$ 13,657.33				
Prichard Hall	Delayed Egress Exits	2009	\$ 13,657.33			\$ 13,657.33				
Shaw House	Building	2006	\$ 580,531.11		\$ 580,531.11					
Shaw House	Patio	2007	\$ 27,660.54		\$ 27,660.54					
Turley Center	Renovations	2004	\$ 201,257.17	\$ 201,257.17						
Turley Center	Renovations	2005	\$ 42,577.20	\$ 42,577.20						
Wallman Hall	HVAC Upgrade	2005	\$ 17,430.61	\$ 17,430.61						
			\$ 80,187,154.22	\$ 28,084,285.99	\$ 677,191.65	\$ 13,050,537.93	\$ 25,847,392.10	\$ 10,552,093.97	\$ 1,975,652.58	

INFRASTRUCTURE		
Description of Project	FY Acquired	Acquired Cost
Technology Connection	2004	\$ 94,809.24
	2004 Total	\$ 94,809.24
Cabling - Fiber Optics	2006	\$ 90,898.95
East Campus Drive	2006	\$ 2,789,744.87
Fill Dirt	2006	\$ 66,505.00
In-Building Electric	2006	\$ 162,931.00
Power Distribution	2006	\$ 2,330,279.00
Sanitary Sewer	2006	\$ 256,759.16
West Campus Drive	2006	\$ 2,927,076.20
	2006 Total	\$ 8,624,194.18
Colebank Hall Pedestrian Bridge	2007	\$ 145,836.68
East Campus Additions	2007	\$ 156,785.99
Hardway Hall Steps & Terrace	2007	\$ 657,372.69
Miscellaneous Site Improvements: Parking & Sidewalks Between Hardway & Jaynes, Sidewalks and Grass Area between Jaynes & Parking Garage, Retaining Wall @ Practice Field	2007	\$ 555,226.20
Telephone Infrastructure	2007	\$ 45,379.20
	2007 Total	\$ 1,560,600.76
Athletic Field Drainage	2008	\$ 86,563.47
Building H Demo & Roadway	2008	\$ 353,128.03
Education Bldg Pavers	2008	\$ 161,394.00
Inner Campus Improvements ADA	2008	\$ 1,552,423.46
	2008 Total	\$ 2,153,508.96
Retaining Wall @ College Apartments	2009	\$ 36,807.65
	2009 Total	\$ 36,807.65
IT Emergency Back-Up	2012	\$ 194,293.00
	2012 Total	\$ 194,293.00
Access Road	2013	134766.2
	2013 Total	\$ 134,766.20
	Total Infrastructure	\$ 12,798,979.99

LAND & LAND IMPROVEMENTS		
Description of Project	FY Acquired	Acquired Cost
Land Purchased for Master Plan Expansion (Bryant Street, College Park, & East Garden Lane)	2005	\$ 3,864,452.58
Duvall Rosier Field - Softball Dugouts	2005	\$ 21,267.35
	2005 Total	\$ 3,885,719.93
Land Purchased for Master Plan Expansion (Locust Avenue)	2006	\$ 1,328,403.74
Squibb Wilson Parking Lot	2006	\$ 188,738.00
	2006 Total	\$ 1,517,141.74
Land Purchased for Master Plan Expansion (Additional Locust Avenue)	2007	\$ 69,623.37
Caperton Center Land	2007	\$ 505,959.31
Alumni Center Garden Center	2007	\$ 38,048.76
Entrance Signage	2007	\$ 142,300.02
Locust Avenue Demo & Parking Area Phase I	2007	\$ 139,338.81
Locust Avenue Demo & Parking Area Phase II	2007	\$ 129,865.00
	2007 Total	\$ 1,025,135.27
Athletic Field Lighting	2008	\$ 285,058.82
Athletic Field Turf	2008	\$ 1,102,921.43
Athletic Turf Lease	208	\$ 686,929.76
	2008 Total	\$ 2,074,910.01
Tennis Courts Resurface	2009	\$ 23,998.00
	2009 Total	\$ 23,998.00
Parking Lot Repair	2010	\$ 29,259.39
Painting & Striping Roadways & Parking Lots	2010	\$ 51,395.00
Pierpont Signage	2010	\$ 26,686.00
	2010 Total	\$ 107,340.39
Main Street Clarksbur	2012	\$ 129,766.20
Byrd Parking Lot Paving	2012	\$ 79,567.50
	2012 Total	\$ 209,333.70
Parking Lot #15	2013	\$ 131,688.00
	2013 Total	\$ 131,688.00
Total Land and Land Improvements		\$ 8,975,267.04

Built-In Building Equipment

Building	Description of Project	FY Acquired		Acquired Cost
Folklife Center	Alarm System	2012	\$	7,000.00
Byrd Center	HVAC Units	2012	\$	74,282.00
Morrow Hall	Boiler	2012	\$	190,204.19
	HVAC Units	2012	\$	132,245.00
Hunt Haught	HVAC Units	2012	\$	734,393.00
Hunt Haught	Temperature Controls	2012	\$	87,807.00
Total Built-In Building Equipment			\$	1,225,931.19

Tab 7

**Fairmont State University
Board of Governors
August 15, 2013**

ITEM: 2013-14 Academic Year Fee Information

COMMITTEE: Committee of the Whole

INFORMATION ONLY:

STAFF MEMBER: Rick Porto

BACKGROUND: Attached 2013-14 academic year fee rate charts demonstrate how Fairmont State University's annual fees compare to all other State of West Virginia baccalaureate institutions.

Our annual tuition and fees rank:

- Undergraduate Resident – 6th from the bottom
- Undergraduate Non-Resident – 5th from the bottom
- Graduate Resident – 2nd from the bottom
- Graduate Non-Resident – 4th from the bottom

Our meal plans (per semester rates) rank:

- 3rd from the bottom for the 19 meal plans
- 15 meal plans are lowest on the chart compared to other 15 meal plans
- Our 12 meal plan (which provides 2 more meals per week) compares to other institutions 10 meal plans

Our housing rates (per semester) rank lower than most colleges and universities in the West Virginia State system.

Note: Some traditional and suite housing rates and apartment costs for other schools is currently unavailable and we are working to obtain this information.

Please see the attached charts that demonstrate costs.

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2013-2014

Undergraduate Annual Resident Rates

<u>Institution</u>	<u>E&G Tuition Fees</u>	<u>E&G Capital Fees</u>	<u>Auxiliary Fees</u>	<u>Special Equity Fees</u>	<u>Tuition and Fees 13-14</u>	<u>Tuition and Fees 12-13</u>	<u>Percent increase from 12-13</u>	<u>Average Room and Board</u>
West Liberty University - Nursing & Dental Hygiene	\$5,792	\$600	\$620	\$150	\$7,162	\$6,822	4.98%	7,910
West Liberty University Bachelor of Arts in Organizational Leadership and Admin	\$6,072	\$600	\$96	\$144	\$6,912	\$6,760	2.25%	7,910
West Liberty University - College of Science (excludes Nursing & Dental Hygiene)	\$5,132	\$600	\$620	\$150	\$6,502	\$6,192	5.01%	7,910
West Virginia University	\$4,556	\$676	\$1,224	\$0	\$6,456	\$6,090	6.01%	9,033
West Liberty University - Business, Graphic Design, and Broadcast Journalism	\$5,076	\$600	\$620	\$150	\$6,446	\$6,140	4.98%	7,910
Glennville State College	\$4,632	\$744	\$456	\$552	\$6,384	\$5,860	8.94%	7,985
Shepherd University	\$4,354	\$584	\$1,172	\$146	\$6,256	\$5,834	7.23%	8,776
West Liberty University	\$4,856	\$600	\$620	\$150	\$6,226	\$5,930	4.99%	7,910
Marshall University	\$4,710	\$828	\$678	\$0	\$6,216	\$5,930	4.82%	8,553
Concord University	\$4,802	\$674	\$526	\$0	\$6,002	\$5,716	5.00%	7,596
West Virginia State University	\$5,021	\$350	\$441	\$120	\$5,932	\$5,442	9.00%	6,757
Fairmont State University	\$4,006	\$580	\$1,044	\$194	\$5,824	\$5,326	9.35%	7,689
WVU Institute of Technology	\$4,766	\$604	\$438	\$0	\$5,808	\$5,558	4.50%	8,176
Bluefield State College	\$4,830	\$450	\$252	\$32	\$5,564	\$5,180	7.41%	0
West Liberty University - RN to BSN (Resident, Non-Resident, & Metro)	\$4,584	\$600	\$96	\$144	\$5,424	\$5,272	2.88%	7,910
WVU - Potomac (Bachelor's Degree)	\$3,574	\$300	\$254	\$0	\$4,128	\$3,946	4.61%	7,037
WVU - Parkersburg (Bachelor's Degree)	\$2,621	\$100	\$0	\$0	\$2,721	\$3,432	-20.72%	0

Undergraduate Annual Non-Resident Rates

<u>Institution</u>	<u>E&G Tuition Fees</u>	<u>E&G Capital Fees</u>	<u>Auxiliary Fees</u>	<u>Special Equity Fees</u>	<u>Tuition and Fees 13-14</u>	<u>Tuition and Fees 12-13</u>	<u>Percent increase from 12-13</u>	<u>Average Room and Board</u>
West Virginia University	\$16,144	\$2,310	\$1,178	\$0	\$19,632	\$18,868	4.05%	9,033
Shepherd University	\$12,988	\$1,534	\$1,172	\$146	\$15,840	\$15,136	4.65%	8,776
WVU Institute of Technology	\$12,190	\$1,988	\$438	\$0	\$14,616	\$13,980	4.55%	8,176
Marshall University	\$11,910	\$1,858	\$678	\$0	\$14,446	\$13,930	3.70%	8,553
Glennville State College	\$10,992	\$2,064	\$480	\$864	\$14,400	\$13,824	4.17%	7,985
West Liberty University - Nursing & Dental Hygiene					\$14,390	\$14,390	0.00%	7,910
West Virginia State University	\$12,004	\$1,300	\$440	\$120	\$13,864	\$12,720	8.99%	6,757
West Liberty University - College of Science (excludes Nursing & Dental Hygiene)					\$13,790	\$13,790	0.00%	7,910
West Liberty University - Business, Graphic Design, and Broadcast Journalism	\$12,370	\$600	\$620	\$150	\$13,740	\$13,740	0.00%	7,910
West Liberty University	\$12,170	\$600	\$620	\$150	\$13,540	\$13,540	0.00%	7,910
Concord University	\$10,936	\$1,870	\$526	\$0	\$13,332	\$12,700	4.98%	7,596
Fairmont State University	\$9,080	\$1,970	\$1,044	\$194	\$12,288	\$11,230	9.42%	7,689
Bluefield State College	\$8,564	\$1,688	\$252	\$32	\$10,536	\$9,944	5.95%	0
WVU - Potomac (Bachelor's Degree)	\$8,480	\$1,600	\$254	\$0	\$10,334	\$10,166	1.65%	7,037
West Liberty University - Bachelor of Arts in Organizational Leadership & Admin.					\$6,912	\$6,760	2.25%	7,910
West Liberty University - RN to BSN					\$5,424	\$5,280	2.73%	7,910

West Virginia Higher Education Policy Commission
Regular Tuition and Fees - Academic Year 2013-2014

Graduate Annual Resident Rates

<u>Institution</u>	E&G Tuition Fees	E&G Capital Fees	Auxiliary Fees	Special Equity Fees	Tuition and Fees 13-14	Tuition and Fees 12-13	Percent increase from 12-13
WVU - Law (1)					\$17,658		
WVU - Pharmacy D. - Traditional					\$16,974	\$15,446	5.0%
WVU - Pharmacy					\$11,160	\$10,208	5.0%
WVU - Public Health Masters					\$10,800	\$9,956	5.0%
WVU - Occupational Therapy					\$10,728	\$10,160	5.0%
WVU - Clinical Translation Science					\$10,530	\$9,956	5.0%
WVU - Pathology Assistant					\$10,062	\$9,500	5.0%
WVU - Nursing					\$8,910	\$8,398	5.0%
WVU - Medicine					\$8,856	\$8,368	5.0%
West Virginia University					\$7,218	\$6,810	5.0%
Shepherd University					\$6,876	\$6,758	5.0%
Marshall University					\$6,540	\$6,230	5.0%
West Virginia State University					\$6,520	\$5,982	5.0%
Concord University					\$6,452	\$6,144	5.0%
Fairmont State University	\$4,586	\$580	\$1,044	\$194	\$6,404	\$5,788	10.64%
West Liberty University					\$6,374	\$6,070	5.0%

Graduate Annual Non-Resident Rates

<u>Institution</u>	<u>E&G Tuition Fees</u>	<u>E&G Capital Fees</u>	<u>Auxiliary Fees</u>	<u>Special Equity Fees</u>	<u>Tuition and Fees 13-14</u>	<u>Tuition and Fees 12-13</u>	<u>Percent increase from 12-13</u>
WVU - Pharmacy D. - Traditional					\$36,342	\$34,498	5.0%
WVU - Law (1)					\$33,714		
WVU - Public Health Doctorate					\$28,764	\$26,976	5.0%
WVU - Occupational Therapy					\$28,566	\$27,482	5.0%
WVU - Clinical Translation Science					\$28,224	\$27,126	5.0%
WVU - Pharmacy					\$28,098	\$26,758	5.0%
WVU - Pathology Assistant					\$27,900	\$26,822	5.0%
WVU - Medicine					\$25,308	\$24,328	5.0%
WVU - Nursing					\$21,888	\$23,346	5.0%
West Virginia University					\$20,286	\$19,508	5.0%
Marshall University					\$15,922	\$15,380	5.0%
West Virginia State University					\$15,248	\$13,990	5.0%
Fairmont State University	\$10,486	\$1,970	\$1,044	\$194	\$13,694	\$12,356	10.83%
Concord University					\$11,334	\$10,796	5.0%
Shepherd University					\$9,756	\$10,106	5.0%
West Liberty University					\$9,550	\$9,094	5.0%

West Virginia Higher Education Policy Commission
Meal Plan Prices - Academic Year 2013-2014

Nineteen Meal Plan Rate

<u>INSTITUTION</u>	Gross Meal Plan <u>Semester Price</u>	Less Flex or Points	Net Meal Plan <u>Semester Price</u>
WEST VIRGINIA UNIVERSITY	\$2,240	\$50	\$2,190
SHEPHERD UNIVERSITY	\$1,950	\$0	\$1,950
WEST VIRGINIA STATE UNIVERSITY	\$2,043	\$125	\$1,918
CONCORD UNIVERSITY	\$1,844	\$0	\$1,844
POTOMAC STATE COLLEGE	\$1,855	\$50	\$1,805
WVU INSTITUTE OF TECHNOLOGY	\$1,801	\$0	\$1,801
FAIRMONT STATE UNIVERSITY	\$1,832	\$75	\$1,757
WEST LIBERTY UNIVERSITY	\$1,825	\$100	\$1,725
MARSHALL UNIVERSITY	\$1,760	\$50	\$1,710

Fifteen Meal Plan Rate

<u>INSTITUTION</u>	Gross Meal Plan <u>Semester Price</u>	Less Flex or Points	Net Meal Plan <u>Semester Price</u>
WEST VIRGINIA UNIVERSITY	\$1,970	\$50	\$1,920
SHEPHERD UNIVERSITY	\$1,950	\$105	\$1,845
GLENVILLE STATE	\$1,870	\$150	\$1,720
WEST VIRGINIA STATE UNIVERSITY	\$1,866	\$150	\$1,716
POTOMAC STATE COLLEGE	\$1,747	\$50	\$1,697
WVU INSTITUTE OF TECHNOLOGY	\$1,676	\$0	\$1,676
MARSHALL UNIVERSITY	\$1,772	\$100	\$1,672
FAIRMONT STATE UNIVERSITY	\$1,761	\$150	\$1,611
			\$0
			\$0

Ten Meal Plan Rate

<u>INSTITUTION</u>	Gross Meal Plan <u>Semester Price</u>	Less Flex or Points	Net Meal Plan <u>Semester Price</u>
WEST VIRGINIA STATE UNIVERSITY	\$1,807	\$150	\$1,657
WVU INSTITUTE OF TECHNOLOGY	\$1,547	\$0	\$1,547
WEST VIRGINIA UNIVERSITY	\$1,826	\$300	\$1,526
POTOMAC STATE COLLEGE	\$1,514	\$50	\$1,464
MARSHALL UNIVERSITY	\$1,343	\$0	\$1,343

Twelve Meal Plan Rate

<u>INSTITUTION</u>	Gross Meal Plan <u>Semester Price</u>	Less Flex or Points	Net Meal Plan <u>Semester Price</u>
FAIRMONT STATE UNIVERSITY	\$1,698	\$225	\$1,473

**Comparison of Traditional Residence Hall Room
Rates for WV Institutions - FY14
(Totals are based on per student per semester)**

Single	
Entity	Rate
Shepherd University - Gardiner, Kenamond, Shaw, Turner, Thacher	3,630
Marshall University - Buskirk	3,542
Marshall University - Twin Towers West	3,542
West Virginia Institute of Technology - Maclin (Traditional)	3,353
West Liberty University - Residence Halls (Suite and Traditional)	3,255
Marshall University - Holderby (Single Only)	3,251
Glennville State University - Goodwin	3,120
West Virginia University - Residence Halls (Traditional)	3,047
West Virginia Institute of Technology - Ratliff (Traditional)	2,921
West Virginia Institute of Technology - Sullivan East 8th Floor (no double)	2,797
West Virginia Institute of Technology - Dawson Hall	2,733
West Virginia State University - Sullivan West	2,670
West Virginia State University - Sullivan East	2,670
Potomac State College of WVU - Davis, Friend, Memorial, and Reynolds	2,247
Concord University - Laura A. Sarvay, Damaris O. Wilson, and W.S. Wooddell	2,124

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

Double	
Entity	Rate
West Virginia Institute of Technology - Maclin (Traditional)	3,028
Marshall University - Buskirk	2,542
Marshall University - Twin Towers East (Double Only)	2,542
Marshall University - Twin Towers West	2,542
Glennville State University - Goodwin	2,535
West Virginia University - Residence Halls (Traditional)	2,429
Shepherd University - Gardiner, Kenamond, Shaw, Turner, Thacher	2,420
West Liberty University - Residence Halls (Suite and Traditional)	2,360
West Virginia Institute of Technology - Ratliff (Traditional)	2,163
Fairmont State University - Morrow	1,917
Fairmont State University - Pence	1,917
Fairmont State University - Prichard	1,917
Concord University - Laura A. Sarvay, Damaris O. Wilson, and W.S. Woddell	1,914
West Virginia State University - Dawson	1,907
West Virginia State University - Sullivan East	1,843
West Virginia State University - Sullivan West	1,843
Potomac State College of WVU - Davis, Friend, Memorial, and Reynolds	1,691

Triple	
Entity	Rate
West Virginia University - Residence Halls (Traditional)	2,305
Concord University - Residence Halls	1,914
Potomac State College - Residence Halls	1,454

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

**Comparison of Suite-Style Rates for WV
Institutions- FY 2014
(Totals are based on per student per semester)**

Single	
Entity	Rate
Shepherd University - Burkhart, Moler, Yost, Miller, Martin, Lurry, and Boteler	4,222
Marshall University - Marshall Commons	3,976
Marshall University - Twin Towers	3,542
Marshall University - Buskirk	3,542
West Liberty University - Residence Halls (Suite and Traditional)	3,255
Marshall University - Holderby Hall	3,251
West Virginia University - Honors	3,250
West Virginia Institute of Technology - Maclin (Suite)	3,245
West Virginia University - Stalnaker	3,203
West Virginia University - Lincoln	3,203
West Virginia Institute of Technology - Ratliff (Suite)	3,137
West Virginia University - Fieldcrest	3,097
West Virginia University - Residence Halls (Suites)	3,047
Potomac State College of WVU - University Place	2,822
Concord University - North and South Towers	2,745
Fairmont State University - Bryant Place	2,584
Potomac State College of WVU - Catamount Place	2,247

Double	
Entity	Rate
West Virginia University - Honors	3,114
West Virginia University - Lincoln	3,071
West Virginia Institute of Technology - Maclin (Suite)	3,028
Glenville State University - Pickens (Married Couple Suites)	3,000
Marshall University - Marshall Commons	2,979
Marshall University - First Year South (Capstone) - (Double Only)	2,868
Marshall University - First Year North (Capstone) - (Double Only)	2,868
Shepherd University - Burkhart, Moler, Yost, Miller, Martin, Lurry, and Boeteler	2,815
West Virginia University - Stalnaker	2,722
West Virginia University - Fieldcrest	2,632
West Virginia University - Residence Halls (Suites)	2,586
Marshall University - Twin Towers	2,542
Marshall University - Buskirk	2,542
West Liberty University - Residence Halls (Suite and Traditional)	2,360
Fairmont State University - Bryant Place	2,182
West Virginia Institute of Technology - Ratliff (Suite)	2,163
Concord University - North and South Towers	2,124
Potomac State College of WVU - University Place	2,074
Glenville State University - Pickens (Double Suites Only)	2,000
Potomac State College of WVU - Catamount Place	1,691

Triple	
Entity	Rate
West Virginia University - Residence Hall (Suites)	2,561
West Virginia University - Fieldcrest	2,608
Concord University - North & South Towers	2,124
Concord University - (Suites)	1,914

Comparison of Apartment Rates for WV Institutions FY 2014

(Totals are based on per student per semester)

Single	
Entity	Rate
West Virginia University - Medical Center Apartments	4,968
West Virginia University - Vandalia	6,522
West Virginia University - North Street House	6,378
Shepherd University - Dunlop and Printz Apartments	4,590
Fairmont State University - College Park	3,314

Double	
Entity	Rate
West Virginia University - Medical Center Apartments	3,924
West Virginia University - North Street House	6,378
West Virginia University - Vandalia	3,900
West Liberty University - University Place (Apartments)	3,450
Shepherd University - Dunlop and Printz Apartments	3,095
Glennville State University - Pioneer Village	2,965
Fairmont State University - College Park (Furnished)	2,720
Fairmont State University - College Park (Unfurnished)	2,472

Triple	
Entity	Rate
West Virginia University - Fieldcrest	2,608
Fairmont State University - College Park	2,533

Tab 8

**Fairmont State University
Board of Governors
August 15, 2013**

Item: Capital Appropriation Request for FY 2015

Committee: Committee of the Whole

Recommended Resolution: Be it resolved, that the Board of Governors approve the attached updated E&G Capital Appropriation Request.

Staff Member: Rick Porto

Background: Annually prior to September 1st we are required to submit our capital project priorities that have a relation to the campus master plan and we request funding for, or we plan to fund, and/or we have been funded for and these funded projects are in-progress.

This prioritized list is evaluated by HEPC (CTCC) staff and is awarded a state wide HEPC (CTCC) prioritized projects list for funding based on the following categories:

- Code compliance projects receive the highest priority.
- Re-roofing and building envelope projects are the second highest priority.
- HVAC and energy and utility improvements are the third highest priority.
- Building and campus renewal (renovation) projects.
- New Buildings

There is no guarantee that the list being submitted will receive funding.

Please note: The University and Community and Technical College are required to submit separate and unduplicated projects to the HEPC (CTCC) staff, however, our Separation of Assets Agreement requires us to be jointly responsible for all co-owned Education and General buildings. Therefore, the submissions on behalf of each institution are being reviewed and approved by both institutions governing boards

Please find attached recommended prioritized lists for both institutions for your approval.

Fairmont State University

Capital Project Appropriations Request

FY 2015

Priority	Dates	Building	Project	Project Cost	Category	Notes
1	7/1/2013	Caperton Center	HVAC (Boilers)	\$ 400,000	HVAC & Energy Efficiency	
2	12/1/2013	Education Building	Elevator Upgrades	\$ 125,000	Building & Campus Renewal	
3	7/1/2015	Turley Center	Roof Renewal	\$ 400,000	Roof & Building Envelope	
4	5/1/2014	Wallman Hall	Roof Renewal	\$ 300,000	Roof & Building Envelope	
5	4/1/2013	Colebank Hall	Elevator Upgrades	\$ 125,000	Building & Campus Renewal	
6	4/1/2014	Musick Library	Elevator Upgrades	\$ 150,000	Building & Campus Renewal	
7	7/1/2013	Hunt Haught Hall	Window Replacement Project	\$ 250,000	Roof & Building Envelope	budgeted (partial)
8	7/1/2013	Hardway Hall	Roof Renewal & Waterproofing	\$ 600,000	Roof & Building Envelope	
9	7/1/2014	Infrastructure	Exterior Renovations Hardway Hall Sidewalks	\$ 750,000	Roof & Building Envelope	Partial budget Request FY 2014
10	7/1/2012	Infrastructure	Parking Lot Paving (Spread over 5 years)	\$ 1,000,000	Building & Campus Renewal	budgeted (partial)
11	7/1/2013	Feaster Center	HVAC Upgrades (Lobby)	\$ 250,000	Building & Campus Renewal	
12	7/1/2014	Shaw House	Great Room Addition	\$ 300,000	University's President's Home	
13	7/1/2014	Jaynes Hall	Windows	\$ 525,000	Building & Campus Renewal	
14	7/1/2014	Infrastructure	Road to Tennis Courts	\$ 200,000	Building & Campus Renewal	
15	7/1/2013	Jaynes Hall	HVAC & Temperature Control Systems	\$ 2,600,000	HVAC & Energy Efficiency	
16	7/1/2013	Colebank Hall	HVAC & Temperature Control Systems	\$ 1,500,000	HVAC & Energy Efficiency	
17	7/1/2013	Education Building	Temperature Control Systems	\$ 100,000	HVAC & Energy Efficiency	
18	1/1/2013	Land Acquisition	Campus Periphery & Locust Avenue	\$ 2,500,000	New Facility	
19	7/1/2013	Infrastructure	Walk To Upper Campus from Education Building	\$ 125,000	Building & Campus Renewal	
20	7/1/2013	Caperton Center	Additional Parking	\$ 900,000	Building & Campus Renewal	
21	7/1/2013	Kiln Building	Building Replacement	\$ 250,000	Building & Campus Renewal	
22	7/1/2013	Feaster Center	Windows & Doors	\$ 200,000	Auxiliary	
23	7/1/2013	Feaster Center	Seating & Floor Replacement	\$ 900,000	Auxiliary	
24	6/1/2014	Jaynes Hall	Fire Alarm System Upgrade	\$ 400,000	Building & Campus Renewal	
25	7/1/2013	Merchant Street	Roof Renewal	\$ 400,000	Roof & Building Envelope	
26	7/1/2013	Merchant Street	HVAC	\$ 500,000	HVAC & Energy Efficiency	
27	1/1/2014	Merchant Street	Sprinkler System	\$ 500,000	Building & Campus Renewal	
28	1/1/2014	Feaster Center	Pool Upgrades & Drainage	\$ 300,000	Auxiliary	
29	1/1/2014	Feaster Center	Painting	\$ 100,000	Building & Campus Renewal	
30	7/1/2014	Infrastructure	Road to Gazebo	\$ 250,000	Utility Improvement	

Fairmont State University
Capital Project Appropriations Request
FY 2015

Priority	Dates	Building	Project	Project Cost	Category	Notes
31	7/1/2014	Infrastructure	Pedestrian Steps between Hardway & Turley	\$ 500,000	Building & Campus Renewal	
32	7/1/2014	New Facility	Student Housing Apartments (Demolotion of Existing)	\$ 20,000,000	Auxiliary - Student Housing	
33	7/1/2015	Parking Garage	Elevator Addition	\$ 100,000	Auxiliary	
34	7/1/2015	Infrastructure	Stone Steps to Locust Avenue	\$ 900,000	Building & Campus Renewal	
35	7/1/2015	Falcon Center	Elevator Addition	\$ 100,000	Auxiliary	
36	7/1/2015	Infrastructure	Development South of Locust Avenue (Drainage)	\$ 1,000,000	Utility Improvement	
37	7/1/2015	Fine Arts Building	New Facility	\$ 25,000,000	New Facility	
38	7/1/2016	Hunt Haught Hall	Exterior Cleaning & Waterproofing	\$ 300,000	Roof & Building Envelope	
39	7/1/2016	Colebank Hall	Exterior Cleaning & Waterproofing	\$ 300,000	Roof & Building Envelope	
40	7/1/2016	Jaynes Hall	Exterior Cleaning & Waterproofing	\$ 300,000	Roof & Building Envelope	
41	7/1/2016	Musick Library	Exterior Cleaning & Waterproofing	\$ 300,000	Roof & Building Envelope	
42	7/1/2022	New Facility	Parking Garage -800 spaces (losing 300 original spaces)	\$ 20,000,000	Building & Campus Renewal	
43	7/1/2025	Morrow Hall	Renovations	\$ 10,375,859	Auxiliary - Student Housing	
44	7/1/2028	Pence Hall	Renovations	\$ 7,272,292	Auxiliary - Student Housing	
45	7/1/2031	Prichard Hall	Renovations	\$ 8,864,022	Auxiliary - Student Housing	
46	7/1/2013	Campus Wide	Smoke Huts	\$ 100,000	New Facility	
47	7/1/2014	Wallman Hall	Theatre Renovations	\$ 800,000	Building & Campus Renewal	
48	7/1/2014	Jaynes Hall	Roof Renewal	\$ 350,000	Roof & Building Envelope	budgeted
49	7/1/2012	Hunt Haught Hall	Greenhouse Renovations	\$ 400,000	Roof & Building Envelope	budgeted
50	7/1/2013	Caperton Center	Roof Renewal	\$ 400,000	Roof & Building Envelope	budgeted
51	1/1/2013	Caperton Center	Exterior Cleaning & Waterproofing	\$ 200,000	Roof & Building Envelope	budgeted
52	7/1/2012	Feaster Center	Basketball Locker Room Upgrades (Men's & Women's)	\$ 200,000	Building & Campus Renewal	budgeted
53	7/1/2013	Colebank Hall	IT Emergency Back-Up System	\$ 197,299	HVAC & Energy Efficiency	budgeted
54	7/1/2012	Feaster Center	HVAC & Temperature Control Systems (Pool Area)	\$ 307,000	Auxiliary	budgeted
55	7/1/2012	Infrastructure	Campus Lighting Upgrades	\$ 200,000	HVAC & Energy Efficiency	budgeted
56	7/1/2012	Feaster Center	Natatorium Upgrades	\$ 740,000	Building & Campus Renewal	budgeted
57	7/1/2012	Musick Library	HVAC & Temperature Controls	\$ 500,000	HVAC & Energy Efficiency	budgeted (partial)
58	7/1/2013	Infrastructure	Merchant Street Wall Structure Repair	\$ 350,000	Building & Campus Renewal	budgeted
59	7/1/2012	Wallman Hall	Elevator Replacement	\$ 200,000	Building & Campus Renewal	budgeted
60	7/1/2012	Hardway Hall	Renovations	\$ 5,500,000	Building & Campus Renewal	budgeted
61	7/1/2012	Turley Center	Renovations	\$ 6,000,000	Auxiliary - Student Housing	budgeted

Fairmont State University

Capital Project Appropriations Request

FY 2015

Priority	Dates	Building	Project	Project Cost	Category	Notes
	7/1/2013	Hazardous Waste Building	Building Replacement	\$ 200,000	Roof & Building Envelope	removed - found another option less than \$100,000.
	7/1/2013	Hardway Hall	Painting	\$ 100,000	Building & Campus Renewal	removed - completed with Hardway
	1/1/2014	Jaynes Hall	Interior Painting	\$ 250,000	Building & Campus Renewal	removed - completed with Student Workers
	1/1/2012	Wallman Hall	Exterior Cleaning & Waterproofing	\$ 300,000	Roof & Building Envelope	completed
	7/1/2012	Wallman Hall	Foundation Waterproof	\$ 150,000	Roof & Building Envelope	completed
	7/1/2012	Wallman Hall	Renovations	\$ 5,200,000	Building & Campus Renewal	completed
	7/1/2012	Musick Library	Elevator	\$ 2,000,000	Building & Campus Renewal	budgeted
	1/1/2013	Hunt Haught Hall	Elevator Upgrades	\$ 100,000	Building & Campus Renewal	removed - completed

**Pierpont Community & Technical College
Capital Project Appropriations Request
FY 2015**

Priority	Building	Project	Project Cost	Category	Notes
1	Building Acquisition & Remodel	Early Learning & Childcare Facility/EMS	\$ 4,000,000	New Facility	
2	New Facility	Morgantown Facility - Classroom Space	\$ 8,500,000	New Facility	
3	Hunt Haught Hall	Vet Tech Expansion	\$ 1,000,000	Building & Campus Renewal	
4	Education Building	Culinary Center Expansion	\$ 2,000,000	Building & Campus Renewal	
5	New Facility - Including Land Acquisition	Instructional Space	\$ 20,500,000	New Facility	

Tab 9

FY 2015 Appropriation Request

This item will be a last minute hand-out at the meeting since this information has not yet been received from the Higher Education Policy Commission.

It is due to the State by August 31, 2013.

The following item was handed out at the FSU Board of Governors' Meeting August 15, 2013.

Fairmont State University
Board of Governors
August 15, 2013

Item: FY 2015 Appropriation Submission

Committee: Committee of the Whole

Recommended Resolution: Be it resolved, that the Board of Governors recognize and approve Fairmont State's submission requested by HEPC staff to provide future financial issues. Also be it resolved that the Board of Governors recognize that the Department of Revenue of the State of West Virginia is asking us to prepare for a 7.5% reduction to our state appropriation. This amounts to a loss of appropriations of \$1,261,625.

Staff Member: Rick Porto

Background: Annually prior to September 1, we are required to submit a state appropriation request through the Higher Education Policy Commission to the State Budget Office in the Department of Revenue.

We have received instruction from the staff at HEPC on August 6, 2013 for information due back to them by August 21, 2013. This request is attached.

On August 6, 2013 we received the instruction from the Department of Revenue – State Budget Office which instructs us to submit our state appropriation for 2015 FY to include a 7.5% reduction. Attached is the first five pages of the 53 page document.

This request and our submission of the 2015 appropriation as instructed by the State begins our 2015 budget planning process.

Also attached is a memorandum from President Rose to Chancellor Hill responding to his request to share any future financial issues that is faced by Fairmont State University. If this agenda item is approved, this memorandum will be forwarded to the Higher Education Policy Commission.



Office of the President

*1201 Locust Avenue
Fairmont, West Virginia 26554*

Phone: (304)367-4151

Fax: (304)367-4580

Maria.Rose@fairmontstate.edu

TO: Dr. Paul Hill
Chancellor of the West Virginia Higher Education Policy Commission

FROM: Dr. Maria Rose
President of Fairmont State University

SUBJECT: Future Financial Issue(s)

DATE: August 15, 2013

As requested in the memorandum from Ed Magee to the Chief Financial Officers dated August 6, 2013, please find below our future financial issues that may impact Fairmont State University negatively.

- Fairmont State University has been notified that Pierpont Community and Technical College is planning to remove some of their students from the shared and co-owned campuses of our two institutions. Pierpont has begun to request funds (that by legal agreement are required to support both institutions) to pay for new costs of facilities specifically purposed for only Pierpont Community and Technical College. This request by Pierpont appears to be in violation of the Separation of Assets agreement signed by both Boards of Governors, and in violation of the 2012 Bond Covenants approved by both boards. This withdrawal of student fee support will have significant impact on all of the bonded facilities, placing future bond debt repayments, future operating costs and future repair and replacement costs all in jeopardy. In addition to this, Pierpont is proposing to withdraw its financial support for shared services. This will create significant costs to both institutions to fund their own staff and systems, thus duplicating costs in all areas of campus services. While this is permitted by State Code there is no documented plan for this separation of staff nor budget planning that documents the future impact on both institutions. Our recent budget presentation to the Higher Education Policy Commission indicated this future impact on the Fairmont State University financial condition. We are hopeful that a study of the financial impact on both institutions will occur before this separation plan is allowed to move forward.



- Senate Bill 330 implementation requires a review and creation of a new classified staff pay scale that could result in a costly unfunded mandate. With the recent announcement of a 2015 fiscal year state appropriation cut of 7.5%, and the potential for subsequent cuts in appropriation in FY 2016, 2017, and 2018, we ask that the state consider the financial impact of this potentially unfunded mandate. It is important to note that the State Budget Office's funding model provides no new funding to higher education through fiscal year 2018 to support new pay scales or mandatory pay raises.

CC: Fairmont State University Board of Governors



West Virginia Higher Education Policy Commission
West Virginia Community and Technical College System

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Charleston, West Virginia 25301

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www.hepc.wvnet.edu
www.wvctcs.org



Robert L. Brown
Chair

James L. Skidmore
Chancellor

Bruce L. Berry, M.D.
Chair

Paul L. Hill, Ph.D.
Chancellor

MEMORANDUM

TO: Chief Financial Officers

FROM: Ed Magee

DATE: August 6, 2013

RE: FY 2015 Appropriation Request

The FY 2015 appropriation request instructions and forms are now posted on the West Virginia Budget Office's website: <http://www.budget.wv.gov/stateagencyforms/AR>. The requests will be made in a two-stage process. For the first stage, General Revenue and Regular Lottery Revenue FY 2015 requests will be entered by each institution into OASIS Budget Development at 100% of the FY 2014 base budget. For the second stage, each institution will complete the Budget Scenario Form, reflecting an overall 7.5% reduction for higher education. The Commission and Council will determine the specific reductions for each institution. This information will be provided to you as soon as it is available.

The forms that require institution completion are the AR2, AR3, AR8, AR12 and the Budget Scenario Form. Please complete these forms in accordance with the instructions provided by the Budget Office.

Form AR2 – Division Account Summary. This form is a summary of each FY 2015 institution including all funds used by the institution. Please refer to page 5 of the appropriation request instructions for information on how to complete Form AR2. The AR2 may be completed at the detailed chart of accounts level, including sub fund and sub object. If an institution chooses not to budget at the detailed chart of accounts level, a default value of “0” may be used.

Form AR3 – Schedule of Federal Funds for Each Grant. The Budget Office has requested that each institution complete these forms for all federal funds that have been or are expected to be received. Please refer to page 8 of the appropriation request instructions for information on how to complete Form AR3. Importantly, please note that a separate Form AR3 should be completed for each grant or expected grant. Please do not lump grants that come from the same grantor by separate contracts on one Form AR3.

Form AR8 – Capital Expenditure Projects. For FY 2015, the OASIS system will be used instead of the HEFIS system to enter requests for capital projects. Please refer to page 12 of the appropriation request instructions for information on how to complete Form AR8. A separate form must be completed for each project with a total cost of \$100,000 or more. The AR8 will be used to prioritize institutional capital requests. In the priority field, please use the following coding format to provide additional capital project information:

Institutional Priority

Numeric whole number beginning with 001

Category

- A: Instructional Space
- B: Library, computer, communications and other academic infrastructure
- C: Research Facilities and Equipment
- D: Physical education and ancillary service facilities
- E: Administrative support services and physical plant improvements
- F: Campus utility and major infrastructure
- G: Auxiliary, parking, athletic and recreation facilities

Project Class

- 1: life safety and ADA
- 2: deferred maintenance
- 3: building and campus renewal or renovation
- 4: new buildings and facilities

Funding Status

- 1: new request
- 2: supplemental funding request
- 3: funded and underway

Project Status

- 1: preliminary planning stage
- 2: project under design by Architect/Engineer
- 3: out to bid or under construction

Master Plan

- Y: Yes
- N: No

OASIS Priority examples:

Priority Category Project Class Funding Status Project Status Master Plan
001A212Y (priority 1, instructional space, deferred maintenance, new request, project under design by Architect/engineer, included in master plan)

002C111Y (priority 2, research facilities and equipment, life safety and ADA, new request, preliminary planning stage, included in master plan)

Form AR12 – Revenue Funds estimate. This form is a summary of the anticipated quarterly revenue by revenue source for each fund that collects revenue. Please refer to page 16 of the appropriation request instructions for information on how to complete Form AR12.

Budget Reduction Scenario Form Please complete one form for each General Revenue and Lottery Revenue fund within your institution. Please refer to page 4 of the appropriation request instructions for information on how to complete this form.

Future Financial Issues

If applicable to your institution, please describe briefly in a couple of sentences one or two major issues (\$1 million minimum) that should be considered and reviewed for financial impacts for FY 2016 - FY 2019. This information is not being collected for budget improvement requests, but for a better understanding of the major issues that may negatively impact your institution. Include any financial issues (positive or negative), legislation or legal issues that need to be brought to the table for discussion and possible inclusion in the Governor’s “Six Year Financial Plan.” The information you provide will be presented in a consolidated Future Financial Issues Statement for Higher Education.

Conclusion

The submission deadline to the Budget Office for the consolidated appropriation request is September 3, 2013. No submission extensions will be granted; therefore, Forms AR2, AR3, AR8, and AR12 are to be completed and returned via email to Pam Ashley (ashley@hepc.wvnet.edu) by August 21st. Please submit Future Financial Issues to Patty Miller (miller@hepc.wvnet.edu) by August 21st. Please contact Pam Ashley at 304-558-0281 for questions or problems with the AR2, AR3, and AR12 forms. Please contact Rich Donovan at 304-558-0281 (donovan@hepc.wvnet.edu) for question or problems with the AR8 forms.

Appropriation Request Submission Instructions

On the following pages, the Appropriation Request Budget Forms and Reports are explained with examples. An Appropriation Request should include all funds of the department, including the funds that became appropriated for the first time in FY 2014, or by legislation that is to be appropriated for the first time in FY 2015. Budgets will be transferred into wvOASIS Financial from budget development. In order for allotments and expenditure schedules to be transferred they must be established in budget development. This includes **all fund types** (General, Federal, Lottery, Special, and Nonappropriated).

As the forms are being prepared, each form should indicate the department and the unit name. Care should be taken to assure that the fund numbers are the same as those assigned by wvOASIS for FY 2015. To submit the request, agencies must run the Business Intelligence reports listed below and email a PDF copy to State.Budget.Office@wv.gov and to the Legislative Auditor at budget@wvlegislature.gov by September 3, 2013.

The following reports and forms must be submitted via email to the State Budget Office and Legislative Auditor:

Business Intelligence Reports

1. Division Evaluation Summary (AR1)
2. Account Summary (AR2)
3. Federal Programs Agency Listing (AR3)
4. Improvement-Current Year Supplemental Request (AR4)
5. Summary of Other Nonappropriated Accounts (AR6)
6. Summary of Receipts and Disbursements (AR7)
7. Listing of Capital Projects (AR8A) (AR8C)
8. Division of Programs (AR10)

Excel Forms

9. Request for Supplemental Appropriation (AR5)
10. Budget Reduction Scenario

In the email Subject line, use the following format: AR15, department #, department name; e.g., AR15 0220 Ethics Commission.

The following narrative information must be submitted separately via email (also send one hardcopy) to the State Budget Office:

11. Agency narrative
12. Alphabetical list of acronyms used anywhere in your submission

Contact Information

Websites: wvoasis.gov (wvOASIS information and updates)
budget.wv.gov (instructions, reports and training materials)

Help Desk for Budget Development System Support: helpdesk@wvoasis.gov
 304-558-6708 (local)
 1-855-898-3744 (toll free)

Emails state.budget.office@wv.gov West Virginia State Budget Office
budget@wvlegislature.gov West Virginia Legislative Auditor's Office
enterprisereadiness@wvoasis.gov wvOASIS/ERP Board (regarding implementation, deployment, and training for wOASIS).

Basic Assumptions

Users should have attended a wvOASIS Budget Development training session prior to creating a budget in the system. These instructions are not a replacement for training and assume users are familiar with navigation, workflow, and terminology within the system. Refer to the wvOASIS Budget Development Training Manual for technical information about the system and processes.

Below are basic assumptions for all funds followed by assumptions that have been incorporated into the Executive Budget guidelines:

- ▶ All requests for funding above current-level shall be requested using Form AR4. Specifically no increase in positions (FTEs) or personal services for any fund type may be requested at the current-level.
- ▶ The request must include, within the current-level, the following:
 - An additional \$60 annual increment for each eligible employee and an increase to employee benefits to cover the additional cost of increment. (For all positions currently receiving annual increment, this has been increased in the SBFS (Salary Benefit Forecasting System) column on the AR2, regardless of the FTE).
 - Employee Benefits and Annual Increment are to be paid from the same fund that the salary of the employee is paid.
 - A reserve for the PEIA transfer of 1% of annualized personal services expenditures from state funds (nonfederal) based on estimated filled full-time equivalent positions on April 1, 2015. (W.Va. Code §11B-2-15). This must be budgeted as a current expense.
 - Increase from \$174 to \$188 per month for Other Postemployee Benefits (object 2208). (This has been increased in the SBFS column on the AR2 form.)

General Revenue and Regular Lottery Funds Special Revenue and Federal Funds (including nonappropriated)

Current-Level for FY 2015 will be at no more than 100% of the FY 2014 budget, less any onetime appropriations.

Cabinet Secretaries have the option of adjusting expenditures among the General Revenue Funds and Regular Lottery Funds for funds/agencies/programs as necessary as long as the cabinet/bureau total for these fund types is no more than 100% of the FY 2014 base appropriation.

Special Revenue and Federal Fund requests should be within the FY 2014 current-level of spending authority. Do not increase the bottom line of any fund (increases to the bottom line or specifically to Personal Services or FTE must be submitted as an Improvement Above Current-level, form AR4).

The request shall not include premium increases for:

- PEIA (object 2203),
- BRIM (object 3219)
- PERS (object 2207)

The State Budget Office will add these as additional funds, if deemed appropriate.

Additionally, each agency that has General Revenue/Regular Lottery Funds must also provide a scenario of what the effects of a 7.5% reduction would be (see page 4 for instructions).

Employee Benefits Guidelines

(Employee Benefits are to be paid from the same account that the salary of the employee is paid.)

2200	Public Employees' Health Insurance Administrative Fee	\$50.00 annually per employee
2201	Division of Personnel Administrative Fee	\$45.00 per FTE position per quarter (filled and vacant) \$45.00 per temporary FTE position per quarter (filled)
2202	Social Security Matching	7.65% of total personal services
2203	Public Employees' Health Insurance	0% increase from FY 2014 budget amount
2204	Other Health Insurance	Projected premium for FY 2015
2205	Workers' Compensation	Current rate multiplied by total personal services divided by 100 (Contact your payroll office or Workers' Compensation provider for rate)
2206	Unemployment Compensation	Actual evaluation of projected needs for FY 2015
2207	Employees' Retirement System	14.5% of total personal services for PERS 15% of total personal services for Teachers' Defined Benefit Plan (old plan) 7.5% of total personal services for Teachers' Defined Contribution Plan 6% Higher Education (TIAA/CREF)
2208	WV OPEB Contribution	Projected FY 2015 amount is \$188 per month (\$2,256 per year) per employee participating in PEIA Health Insurance (must be budgeted as an employee benefit)
2209	WV OPEB Remaining Contribution	Do not budget anything for FY 2015

NOTE: Do not budget object code 3272 (PEIA Reserve Transfer) as an employee benefit. Budget object code 3272 as a current expense.

Agency Evaluation Summary (Form AR1_AGENCY_SUMMARY)

The AR1 budget form describes each department in terms of its major purpose, major objectives, long-range goals, the population served, the major services it provides, and any other pertinent information. Only one AR1 should be submitted for your entire Department (WVFIMS organization).

Create/Edit Budget Request Tab

Contact Name, Phone & Email - Enter the name, title, telephone number, and email address of the individual to contact for additional information regarding the department request.

Statutory Reference – On the form header, identify the Chapter(s) and Article(s) of the Code of West Virginia that address the functions of each department.

Department Description Tab

Briefly describe each agency in terms of its major purpose, major objectives, long-range goals, the population served, the major services it provides, and any other pertinent information.

FY 2014 department descriptions are available to be used as a guide in the Spending Units sections of the Account Detail FY 2014 document under Recommended Budget Details on the State Budget Office website or at <http://www.budget.wv.gov/SiteCollectionDocuments/AD2014.pdf>. It is recommended to draft the description in a word processing application to proof for spelling and grammatical errors and copy the text into the budget form.

Current-Level Impact Statement Tab

This impact statement is a required tab on form AR1.

Please describe fully what impact the 100% current-level funding will have on your organization in FY 2015.

- Include any legislative, federal, or court mandates that would not be complied with at this level of funding.
- Detail any programs that would be eliminated, reduced or changed.
- Information about any reduction in force that would be necessary to meet this level of funding.
- Also include any other information, such as increased cost projections, decreased revenues, short and long range goals, or other data that would be beneficial in determining a recommended level of funding for your department.

Be certain to detail all concerns in your agency's Current-Level Impact Statement and to clearly explain all improvement requests fully and completely on the improvement form.

Future Financial Issues Tab

Please describe fully what major issues (\$1 million minimum) should be considered and reviewed for financial impacts for FY 2016 - FY 2019, as well as any financial (positive or negative), legislative, or court issues that need to be brought to the table for discussion and possible inclusion in the Governor's "Six Year Financial Plan." Detail all information by fiscal year and provide a brief description. Any changes or new information should be kept up to date with revisions/updates to the State Budget Office as necessary by emailing your assigned budget analyst.

Document Attachment Tab

Budget Reduction Scenario – Please attach one budget reduction scenario form for each General Revenue and Lottery Revenue fund within your Department. The blank form is available as an excel file on the State Budget Office website under "For State Agencies" "Appropriation Request." The forms should be completed as follows:

- List all appropriation names and codes for your General or Lottery fund. If your agency has more than one General or Lottery fund, please complete a separate form for each fund.

- ▶ Enter the FY 2015 Current-Level Request for each Appropriation on the fund (must match form AR2 in the Budget Development System).
- ▶ Enter the proposed reduction for each appropriation. Please note that not all appropriations must be reduced as long as the bottom line is a 7.5% reduction.
- ▶ The form will calculate the revised appropriation amount with the proposed reduction.
- ▶ Provide a detailed explanation of what programs or services would be reduced or eliminated with this proposed reduction. Include information about any position reductions or potential layoffs that could happen as a result of the budget reduction.

Appropriation Names and Descriptions – Please provide a list of appropriations currently budgeted by your department and a brief description (2–3 sentences) of the purpose of the appropriation. wvOASIS appropriation codes are the WVFIMS activity code plus two zeros, (e.g., Personal Services 00100, Current Expenses 13000).

- ▶ Make sure you spell out any acronyms.
- ▶ Your submission should be attached using the “Document Attachments” tab on form AR1.

You do not have to include descriptions of the following appropriations for purely administrative functions. However, if specific programs/projects are funded within these appropriations then provide a brief description.

- ▶ Personal Services (00100)
- ▶ Employee Benefits (01000)
- ▶ Unclassified (09900)
- ▶ BRIM Premium (91300)
- ▶ Current Expenses (13000)
- ▶ Repairs and Alterations (06400)
- ▶ Equipment (07000)
- ▶ Buildings (25800)
- ▶ Land (73000)
- ▶ Other Assets (69000)

Division Account Summary (Form AR2_AGENCY_REQ)

General Information – This form is a summary of each FY 2015 unit of the department including all funds utilized by the unit. After the Appropriation Requests are reviewed and the recommendations are determined, these forms will be completed with recommended amounts for inclusion in the Governor’s Executive Budget. The AR2 is filled out at the detailed chart of accounts level, including sub fund and sub object. If a department chooses not to budget at the detailed chart of accounts, then a default value of “0” can be used. Be aware that in the spring, units must be budgeted using the same breakdown on the AR13 (quarterly expenditure allotment) as was used on the AR2 in order to properly load into wvOASIS Financial.

For the FY 2015 Appropriation Request, the required appropriations to be used for each fund are listed below. We strongly encourage each department/agency to budget into each of these appropriations where an expense may be anticipated. There are restrictions per Budget Bill language on the amount of funds a department/agency may move from appropriation to appropriation. If the appropriation does not exist, for example Buildings, that appropriation is not available without a supplemental appropriation approved by the Legislature when they are in session.

- ▶ Personal Services (00100)
- ▶ Employee Benefits (01000)
- ▶ Current Expenses (13000)