

BOARD  
OF  
GOVERNORS



**AGENDA**  
FAIRMONT STATE UNIVERSITY  
BOARD OF GOVERNORS' MEETING  
JUNE 21, 2012, 9:00 A.M.



**I. CALL TO ORDER**

- A. Roll Call
- B. Public Comment
- C. Approve Agenda..... *Action Item*
- D. Presentation of Certificates
- E. Introduction of Bond Counsel and Underwriter  
and Progress on Bond Refunding..... *Tab 1 Information Item*

**II. APPROVAL OF MINUTES OF MAY 3, 2012..... *Tab 2 Action Item***

**III. CHAIRMAN'S REPORT**

**IV. PRESIDENT'S REPORT**

**V. REPORTS AND PRESENTATIONS**

- A. Foundation (Kim Pellillo)

**VI. CONSENT AGENDA..... *Tab 3 Action Item***

- A. Financial Reports (March 2012 and April 2012)
- B. Capital Projects FY 2012

**VII. ACADEMIC AFFAIRS/ADMISSIONS**

- A. Approval of Revised Masters of Architecture..... *Tab 4 Action Item*
- B. Textbook Adoptions Report..... *Tab 5 Action Item*

**VIII. STUDENT LIFE COMMITTEE (Skip Tarasuk, Chair)**

**IX. FINANCE COMMITTEE (Mark Pallotta, Chair)**

- A. Approval of Tuition and Fee Policy 16 Update ..... *Tab 6 Action Item*
- B. 2013 Unrestricted Budget Approval..... *Tab 7 Action Item*
- C. 2013 Auxiliary Budget Approval &  
20-Year Falcon Center Master Plan Update..... *Tab 8 Action Item*
- D. Housing Master Plan Approval..... *Tab 9 Action Item*
- E. 2013 Chargeback Agreement..... *Tab 10 Action Item*
- F. 2013 Capital Projects..... *Tab 11 Action Item*

**X. EXECUTIVE COMMITTEE (Ron Tucker, Chair)**

**XI. BY-LAWS COMMITTEE (Shirley Stanton, Chair)**

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

- A. Discuss Selection of Officers

**XIII. NOMINATING COMMITTEE (Skip Tarasuk, Chair)**

- A. Election of Board of Governors' Officers (effective July 2012 through June 2013)

**XIV. ADJOURNMENT**

**NEXT MEETING: AUGUST 16, 2012**

# Tab 1

**Fairmont State University  
Board of Governors  
June 21, 2012**

**Item:** Bond Refunding is complete with overall future Debt Service Payment savings to exceed \$11,740,000 over the next twenty years.

**Committee:** Committee of the Whole

**Information Item Only:**

**Staff Member:** Rick Porto

**Background:** At the Board of Governors meeting of February 16, 2012, you approved a plan to do a bond refunding of the existing 2002A, 2002B, 2003A, and 2003B bonds.

The results of the efforts of both institutions staff, Underwriters, Bond Counsel have yielded significant savings and is highlighted in the attached documents.

I would like to commend for their support in this process the following people:

Institutional Representatives:

- FSU President - Maria Rose
- Pierpont President - Doreen Larson
- FSU BOG Chairman - Ron Tucker
- Pierpont BOG Chairman - James Griffin
- Pierpont Vice President - Dale Bradley
- Director of Accounting - Carolyn Fletcher
- Assistant Director of Accounting - Christa Kwiatkowski
- Financial Reporting Manager - Cindy Smith

Bond Counsel:

- Jackson Kelly - Taunja Willis-Miller

Underwriters:

- Piper Jaffray & Co. – Marie Prezioso
- Piper Jaffray & Co. – Joe Nassif
- Crews and Associates – Greg Isaacs

Underwriter Counsel:

- Steptoe Johnson – Thomas Aman
- Steptoe Johnson – Fred Williams

Bond Banker:

- Wesbanco – Jan Shelburne

Bond Refunding Savings Summary  
Final

Series	Funding Source	Prior Average Debt Service	New Average Debt Service	Average Annual Savings
2002A	Housing	\$713,072.43	\$585,514.71	\$127,557.72
2002A	Facilities	487,386.20	400,200.29	87,185.91
2002B	Infrastructure	592,558.31	495,864.77	96,693.55
2003A	Housing	900,831.38	799,225.53	101,605.85
2003B	Falcon Center	1,548,934.63	1,374,739.27	174,195.36
	<b>Total</b>	<b>\$4,242,782.95</b>	<b>\$3,655,544.56</b>	<b>\$587,238.38</b>
	<b>20 year savings over the remaining life of the bonds:</b>			<b>\$11,744,767.69</b>

Note: Through the refunding, our Debt Service Reserve funds were no longer required and were used to buy down additional debt. This caused the loss of a Government Investment Contract that yielded \$34,846.16 annually interest. This interest was used to reduce the annual debt service payments, thus the net savings to the 2003A Series refunding is \$66,759.69.

The benefits of the refunding are:

- Savings to the above listed funding sources due to reduced bond debt payments saving over \$11M over the remaining life of the bonds.
- The Falcon Center 20-year Master Plan update for FY 2013 demonstrates that, due to this refunding, unless the Master Plan scope changes, there is no need to increase the Building Fee or Operating Fee over the remaining life of the bonds (20 years).
- The Housing 20-year Master Plan room rent increases scheduled for the next 5 years from 37% to 25% to build new and renovate existing Housing Facilities.
- We are working on the Facilities (Parking and Security) and Infrastructure 20- year Master Plan. The savings from this refunding will help defer fee increases for these fees in this Master Plan.

BOND DEBT SERVICE BREAKDOWN

Board of Governors of  
Fairmont State University (Fairmont, West Virginia)  
Refunding Revenue Bonds, Series 2012A & 2012B

Date	Series 2012A	Series 2012B	Total	Annual Total
12/01/2012	360,771.58	533,219.65	893,991.23	
06/01/2013	1,119,253.75	1,642,926.25	2,762,180.00	3,656,171.23
12/01/2013	376,903.75	546,426.25	923,330.00	
06/01/2014	1,106,903.75	1,626,426.25	2,733,330.00	3,656,660.00
12/01/2014	369,603.75	524,826.25	894,430.00	
06/01/2015	1,114,603.75	1,649,826.25	2,764,430.00	3,658,860.00
12/01/2015	354,703.75	502,326.25	857,030.00	
06/01/2016	1,124,703.75	1,672,326.25	2,797,030.00	3,654,060.00
12/01/2016	339,303.75	478,926.25	818,230.00	
06/01/2017	1,144,303.75	1,693,926.25	2,838,230.00	3,656,460.00
12/01/2017	323,203.75	454,626.25	777,830.00	
06/01/2018	1,158,203.75	1,719,626.25	2,877,830.00	3,655,660.00
12/01/2018	306,503.75	429,326.25	735,830.00	
06/01/2019	1,176,503.75	1,744,326.25	2,920,830.00	3,656,660.00
12/01/2019	289,103.75	403,026.25	692,130.00	
06/01/2020	1,194,103.75	1,773,026.25	2,967,130.00	3,659,260.00
12/01/2020	280,053.75	389,326.25	669,380.00	
06/01/2021	1,200,053.75	1,784,326.25	2,984,380.00	3,653,760.00
12/01/2021	261,653.75	374,330.00	635,983.75	
06/01/2022	1,221,653.75	1,799,330.00	3,020,983.75	3,656,967.50
12/01/2022	237,653.75	338,705.00	576,358.75	
06/01/2023	1,242,653.75	1,833,705.00	3,076,358.75	3,652,717.50
12/01/2023	212,528.75	301,330.00	513,858.75	
06/01/2024	1,267,528.75	1,871,330.00	3,138,858.75	3,652,717.50
12/01/2024	196,703.75	277,780.00	474,483.75	
06/01/2025	1,286,703.75	1,897,780.00	3,184,483.75	3,658,967.50
12/01/2025	179,808.75	252,670.00	432,478.75	
06/01/2026	1,299,808.75	1,922,670.00	3,222,478.75	3,654,957.50
12/01/2026	162,168.75	225,950.00	388,118.75	
06/01/2027	1,317,168.75	1,945,950.00	3,263,118.75	3,651,237.50
12/01/2027	143,400.00	198,000.00	341,400.00	
06/01/2028	1,338,400.00	1,978,000.00	3,316,400.00	3,657,800.00
12/01/2028	122,487.50	161,400.00	283,887.50	
06/01/2029	1,357,487.50	2,011,400.00	3,368,887.50	3,652,775.00
12/01/2029	100,875.00	123,400.00	224,275.00	
06/01/2030	1,380,875.00	2,048,400.00	3,429,275.00	3,653,550.00
12/01/2030	68,875.00	83,900.00	152,775.00	
06/01/2031	1,413,875.00	2,088,900.00	3,502,775.00	3,655,550.00
12/01/2031	35,250.00	42,800.00	78,050.00	
06/01/2032	1,445,250.00	2,132,800.00	3,578,050.00	3,656,100.00
	29,631,595.33	43,479,295.90	73,110,891.23	73,110,891.23

Notes:  
FINAL (May 22, 2012)  
'A1' rated by Moody's.

BOND SUMMARY STATISTICS

Board of Governors of  
Fairmont State University (Fairmont, West Virginia)  
Refunding Revenue Bonds, Series 2012A & 2012B

Dated Date	06/12/2012
Delivery Date	06/12/2012
Last Maturity	06/01/2032
Arbitrage Yield	3.184166%
True Interest Cost (TIC)	3.405168%
Net Interest Cost (NIC)	3.522476%
All-In TIC	3.445959%
Average Coupon	3.888760%
Average Life (years)	11.643
Duration of Issue (years)	9.262
Par Amount	50,325,000.00
Bond Proceeds	52,868,780.70
Total Interest	22,785,891.23
Net Interest	20,639,678.03
Total Debt Service	73,110,891.23
Maximum Annual Debt Service	3,659,260.00
Average Annual Debt Service	3,661,137.97
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	7.900000
Total Underwriter's Discount	7.900000
Bid Price	104.264706

Bond Component	Par Value	Price	Average Coupon	Average Life
Serial Bond	34,210,000.00	106.054	3.526%	8.625
Term Bond	3,430,000.00	102.565	3.965%	16.913
Term Bond #2	12,685,000.00	103.034	4.329%	18.359
	50,325,000.00			11.643

	TIC	All-In TIC	Arbitrage Yield
Par Value	50,325,000.00	50,325,000.00	50,325,000.00
+ Accrued Interest			
+ Premium (Discount)	2,543,780.70	2,543,780.70	2,543,780.70
- Underwriter's Discount	(397,567.50)	(397,567.50)	
- Cost of Issuance Expense		(194,400.00)	
- Other Amounts			
Target Value	52,471,213.20	52,276,813.20	52,868,780.70
Target Date	06/12/2012	06/12/2012	06/12/2012
Yield	3.405168%	3.445959%	3.184166%

Notes:  
FINAL (May 22, 2012)  
'A1' rated by Moody's.



PROOF OF ARBITRAGE YIELD

Board of Governors of  
Fairmont State University (Fairmont, West Virginia)  
Refunding Revenue Bonds, Series 2012A & 2012B

Date	Series 2012A	Series 2012B	Total	Present Value to 06/12/2012 @ 3.1841659%
12/01/2012	360,771.58	533,219.65	893,991.23	880,831.03
06/01/2013	1,119,253.75	1,642,926.25	2,762,180.00	2,678,868.90
12/01/2013	376,903.75	546,426.25	923,330.00	881,447.74
06/01/2014	1,106,903.75	1,626,426.25	2,733,330.00	2,568,454.18
12/01/2014	369,603.75	524,826.25	894,430.00	827,306.14
06/01/2015	1,114,603.75	1,649,826.25	2,764,430.00	2,516,898.04
12/01/2015	354,703.75	502,326.25	857,030.00	768,061.83
06/01/2016	1,124,703.75	1,672,326.25	2,797,030.00	2,467,387.84
12/01/2016	339,303.75	478,926.25	818,230.00	710,486.50
06/01/2017	1,144,303.75	1,693,926.25	2,838,230.00	2,425,873.51
12/01/2017	323,203.75	454,626.25	777,830.00	654,403.16
06/01/2018	1,158,203.75	1,719,626.25	2,877,830.00	2,383,230.08
12/01/2018	306,503.75	429,326.25	735,830.00	599,816.57
06/01/2019	1,176,503.75	1,744,326.25	2,920,830.00	2,343,621.04
12/01/2019	289,103.75	403,026.25	692,130.00	546,649.45
06/01/2020	1,194,103.75	1,773,026.25	2,967,130.00	2,306,736.31
12/01/2020	280,053.75	389,326.25	669,380.00	512,240.89
06/01/2021	7,200,053.75	5,704,326.25	12,904,380.00	9,720,280.36
12/01/2021	111,653.75	276,330.00	387,983.75	287,670.49
06/01/2022	111,653.75	276,330.00	387,983.75	283,162.32
12/01/2022	111,653.75	276,330.00	387,983.75	278,724.79
06/01/2023	111,653.75	276,330.00	387,983.75	274,356.80
12/01/2023	111,653.75	276,330.00	387,983.75	270,057.26
06/01/2024	1,166,653.75	1,846,330.00	3,012,983.75	2,064,330.59
12/01/2024	95,828.75	252,780.00	348,608.75	235,104.47
06/01/2025	1,185,828.75	1,872,780.00	3,058,608.75	2,030,423.62
12/01/2025	78,933.75	227,670.00	306,603.75	200,345.84
06/01/2026	1,198,933.75	1,897,670.00	3,096,603.75	1,991,721.61
12/01/2026	61,293.75	200,950.00	262,243.75	166,030.66
06/01/2027	1,216,293.75	1,920,950.00	3,137,243.75	1,955,111.52
12/01/2027	42,525.00	173,000.00	215,525.00	132,209.01
06/01/2028	1,237,525.00	1,753,000.00	2,990,525.00	1,805,722.37
12/01/2028	21,612.50	141,400.00	163,012.50	96,886.79
06/01/2029	1,256,612.50	1,791,400.00	3,048,012.50	1,783,202.05
12/01/2029		108,400.00	108,400.00	62,424.24
06/01/2030		1,833,400.00	1,833,400.00	1,039,253.05
12/01/2030		73,900.00	73,900.00	41,233.35
06/01/2031		1,878,900.00	1,878,900.00	1,031,924.73
12/01/2031		37,800.00	37,800.00	20,435.08
06/01/2032		1,927,800.00	1,927,800.00	1,025,856.46
	27,459,095.33	42,808,545.90	70,267,641.23	52,868,780.70

Proceeds Summary

Delivery date	06/12/2012
Par Value	50,325,000.00
Premium (Discount)	2,543,780.70
Target for yield calculation	52,868,780.70

PROOF OF ARBITRAGE YIELD

Board of Governors of  
Fairmont State University (Fairmont, West Virginia)  
Refunding Revenue Bonds, Series 2012A & 2012B

Assumed Call/Computation Dates for Premium Bonds

Bond Component	Maturity Date	Rate	Yield	Call Date	Call Price	Present Value to 06/12/2012 @ 3.1841659%
SERIAL	06/01/2022	5.000%	2.580%	06/01/2021	100.000	(123,870.19)
SERIAL	06/01/2023	5.000%	2.720%	06/01/2021	100.000	(99,117.96)
TERM02	06/01/2030	5.000%	3.450%	06/01/2021	100.000	28,214.80
TERM02	06/01/2031	5.000%	3.450%	06/01/2021	100.000	29,647.59
TERM02	06/01/2032	5.000%	3.450%	06/01/2021	100.000	31,080.37
TERM	06/01/2028	5.000%	3.450%	06/01/2021	100.000	4,408.56
TERM	06/01/2029	5.000%	3.450%	06/01/2021	100.000	4,408.56
TERM	06/01/2030	5.000%	3.450%	06/01/2021	100.000	4,408.56
TERM	06/01/2031	5.000%	3.450%	06/01/2021	100.000	4,408.56
TERM	06/01/2032	5.000%	3.450%	06/01/2021	100.000	4,408.56

Rejected Call/Computation Dates for Premium Bonds

Bond Component	Maturity Date	Rate	Yield	Call Date	Call Price	Present Value to 06/12/2012 @ 3.1841659%	Increase to NPV
SERIAL	06/01/2022	5.000%	2.580%			(92,011.34)	31,858.85
SERIAL	06/01/2023	5.000%	2.720%			(33,366.42)	65,751.54
TERM02	06/01/2030	5.000%	3.450%			164,283.70	136,068.90
TERM02	06/01/2031	5.000%	3.450%			186,146.53	156,498.94
TERM02	06/01/2032	5.000%	3.450%			208,875.40	177,795.03
TERM	06/01/2028	5.000%	3.450%			21,452.77	17,044.21
TERM	06/01/2029	5.000%	3.450%			23,594.35	19,185.79
TERM	06/01/2030	5.000%	3.450%			25,669.33	21,260.77
TERM	06/01/2031	5.000%	3.450%			27,679.78	23,271.22
TERM	06/01/2032	5.000%	3.450%			29,627.72	25,219.16

Notes:

FINAL (May 22, 2012)  
'A1' rated by Moody's.

# Tab 2



FAIRMONT STATE UNIVERSITY  
BOARD OF GOVERNORS  
**MEETING MINUTES**  
**MAY 3, 2012, 9:00 A.M.**

**I. CALL TO ORDER**

A. Roll Call

Chairman Ron Tucker convened a meeting of the Fairmont State University (FSU) Board of Governors on May 3, 2012, beginning at approximately 9:00 a.m. in the Board Room at the Falcon Center, 1201 Locust Avenue, Fairmont, West Virginia.

Present for the meeting were board members Robert Mild, Matt Jacques, Scott Ullom, John Myers, Mark Pallotta, Shirley Stanton, Skip Tarasuk, Bryan Towns, Ron Tucker, Frank Washenitz, and Dixie Yann. Board member Bob White participated via conference call. Also in attendance were FSU Interim President Rose and President's Council members Ann Booth, Fred Fidura, Bill Finley, Christina Lavorata, Rick Porto, and David Tamm.

At the request of Chairman Tucker, Judy Biafore conducted a roll call of the Board of Governors. All members were present.

B. Public Comment

Skip Tarasuk reported that no one signed up for public comment.

C. Approval of Agenda

Bob Mild made a motion to approve the agenda. Scott Ullom seconded. The motion passed.

D. Presentation of Housing Master Plan (Information Only)

Rick Porto, Vice President of Administration and Finance, introduced Stephanie Slaubaugh, Construction Manager, and Dan Gockley, Director of Housing, to give an overview and update on the 20- year master plan for housing. This included compliance issues, renovation issues, and new construction concerning the residence halls on campus.

**II. APPROVAL OF MINUTES OF FEBRUARY 16, 2012**

Bob Mild moved to approve the minutes of the meeting held on February 16, 2012. Mark Pallotta seconded. The motion passed.

### **III. CHAIRMAN'S REPORT**

- A. Chairman Tucker stated that Fairmont State has recognized faculty, staff, and students through a variety of celebrations. Each school or college has an individual ceremony to recognize both students and faculty. There have also been ceremonies recognizing outstanding athletes, student government members, and freshman counselors. In addition, there was a faculty recognition ceremony for the entire university and a retirement reception for retiring faculty and staff.
- B. The Chairman also reminded everyone that Commencement will be May 12th and Marvin Stewart will be the commencement speaker. All Board members are invited to a brunch before the ceremony at the Shaw House which begins at 11:00 a.m.
- C. He also reported that Saturday will be PNC Day in the Park. The tailgate begins at 5:00 p.m. and the game begins at 7:05 p.m.
- D. July 20-21 is the date for the Board of Governors Summit at Stonewall Jackson Resort sponsored by the Higher Education Policy Commission. All Board members attending will receive 6 hours of training credit. Also, those of you who attended the AGB training on March 23<sup>rd</sup> received 3 hours of training credit.

### **IV. PRESIDENT'S REPORT**

- A. President Rose stated that the third revision of the Higher Learning Commission (HLC) Self-Study was underway with the assistance of former Vice-President of Academic Affairs, Dr. Dean Peters. This summer the HLC website will be updated and a resource room will be getting underway.
- B. The President reported that the Title III Strengthening Institutions Grant to help retention rates was submitted. Amantha Cole did an excellent job in leading the completion of this very desirable grant that if awarded to FSU could result in 1.9 million dollars over the next five years. Dr. Tony Gilberti and Gina Fantasia worked very hard and were also very instrumental in submitting the grant.
- C. She reported that the IBM Initiative has now been underway for one year. Students have gone to New York City and have interviewed on Wall Street and two students have already received jobs.
- D. President Rose reported that the Concrete Canoe Team won the Regional Competition and now they will go to the National Completion in Reno, NV.
- E. President Rose stated that the FSU Board of Governors' approved program for TeleCounseling report for April shows that over 500 students were contacted who had not yet enrolled. She indicated that this program is yielding good results.

**V. REPORTS AND PRESENTATIONS**

A. Foundation (Kim Pellillo)

Craig Shaffer, Director of the FS Foundation, reported that the Neighborhood Investment Project (NIP) has now been in existence for seven years and that the West Virginia Development Office has issued \$31,000 in supplemental credits to be used by 6/30/12.

Mr. Shaffer and FS Foundation members Cannon Wadsworth and Bob Kidwell are working with Dr. Fred Fidura of Institutional Advancement in securing funds for the OSIX program.

He also stated that the Spring Athletic Banquet last weekend had about 290 people in attendance.

Mr. Shaffer stated that the FSAA Golf Tournament will be May 18, 2012, at the Bridgeport Country Club, with registration at 11:30 a.m. and a shotgun start at 12:30 p.m.

**VI. CONSENT AGENDA**

Scott Ullom moved to accept the following Consent Agenda as presented.

- A. Financial Reports (November 2011 and December 2011)
- B. Capital Projects FY 2012

Skip Tarasuk seconded. The motion passed.

**VII. ACADEMIC AFFAIRS/ADMISSIONS**

Dr. Christina Lavorata, Interim Provost and Vice President for Academic Affairs reported for the committee.

A. Master of Human Services Degree (Information Only)

Dr. Lavorata reported that the Master of Human Services Degree would be discontinued.

B. Program Reviews

John Myers made a motion to approve the following Program Reviews: Associate of Science in Architectural Engineering Technology, Associate of Science in Civil Engineering Technology, Associate of Science in Electronics Engineering Technology, Associate of Science in Mechanical Engineering Technology, Associate of Science in Safety Engineering Technology, Bachelor of Science in Accounting, Bachelor of Science in Architecture,

Bachelor of Science in Aviation Technology, Bachelor of Science in Civil Engineering Technology, Bachelor of Science in Electronics Engineering Technology, Bachelor of Science in Information Systems Management, Bachelor of Science in Mechanical Engineering Technology, Bachelor of Science in Occupational Safety.

Scott Ullom seconded the motion to approve. The motion passed.

**VIII. STUDENT LIFE COMMITTEE (Skip Tarasuk, Chair)**

Mr. Tarasuk reported that students are preparing for final exams for the spring term and Scott Ullom invited everyone to the Student's Final Fling picnic in front of the Falcon Center at 12:30 p.m. this day.

**IX. FINANCE COMMITTEE (Mark Pallotta, Chair)**

Mr. Pallotta stated that the Finance Committee agreed with President Rose's recommendation not to raise tuition for next year. They also agree with small increases for residential life and meal tickets which still puts our institution at or lower with other institutions in the state.

Mr. Pallotta asked Rick Porto, Vice President of Administrative and Fiscal Affairs, to summarize the remainder of the Finance Committee agenda items.

**A. Approval of Tuition and Fee Request**

Matt Jacques made a motion to approve the Tuition and Fee Request. Mark Pallotta seconded. The motion passed.

**B. Tuition and Fee Policy 16 Update (for 30 day comment period)**

Mark Pallotta made a motion to approve the 30 day comment period for the Tuition and Fee Policy 16. Scott Ullom seconded. The motion passed.

**C. Feaster Center Pool Facility**

Scott Ullom made a motion to approve the renovation of the Feaster Center Pool Facility as proposed. Dixie Yann seconded. The motion passed.

**D. 2013 Step Increase for Classified Staff**

Mark Pallotta made a motion to approve the 2013 Step Increase for Classified Staff. Scott Ullom seconded. The motion passed.

**E. Amendatory Resolution Bond Refunding**

Shirley Stanton made a motion to approve the Amendatory Resolution Bond Refunding. Dixie Yann seconded. The motion passed.

**X. EXECUTIVE COMMITTEE (Ron, Tucker, Chair)**

There were no items to bring forth by the Executive Committee.

**XI. BY-LAWS COMMITTEE (Shirley Stanton, Chair)**

There were no items to bring forth by the By-Laws Committee.

**XII. EXECUTIVE SESSION**

Bob Mild made a motion to go into Executive Session, Scott Ullom seconded. The motion passed.

Shirley Stanton made a motion to reconvene in open session. Mark Pallotta seconded. The motion passed.

Skip Tarasuk made a motion to accept the Committee's recommendation to hire Dr. Maria Rose as the next Fairmont State University President. Mark Pallotta seconded. Chairman Tucker requested a roll call vote and the result was eleven "yes" votes with one member, Bob Mild, not voting because he left prior to the end of the executive session. The motion passed.

Mark Pallotta made a motion to authorize Chairman Tucker to negotiate a compensation package for President Elect Rose. Shirley Stanton seconded. The motion passed.

**XIII. ADJOURNMENT**

Skip Tarasuk moved to adjourn the meeting. Dixie Yann seconded. The motion passed.

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Ron Tucker

FSU Board of Governors' Chairman

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Robert Mild

FSU Board of Governors' Secretary



# Tab 3

**Fairmont State University  
Board of Governors  
Financial Report  
for the period ending March 31, 2012**

**Unrestricted Fund:**

The budget deficit planned for the 2012 fiscal year decreased by approximately \$29,200 primarily due to budget adjustments to the English as a Second Language (ESL). Revenue budget increases exceeded expense budget increases that allowed for the net increase stated above. The current budget deficit is at \$-436,102.

Tuition and Fee revenue is at 92.28% of budget and we have received 86.30% of the overall operating revenue through the end of March. Non-operating revenue is at 61.94% of plan. Operating expenses through the end of March is at 66.34% of budget. The actual surplus condition through the end of March is \$5,180,392 with three months remaining in the fiscal year.

**Auxiliary Fund:**

The auxiliary budget Planned Transfer to Reserve decreased by \$5,133 primarily due to budget adjustments to PEIA benefits.

The Auxiliary Enterprise revenue achieved 92.49% of budget and we received 92.27% of the overall operating revenue plan for this fiscal year. Operating Expenses through the end of March is at 70.29% of budget. The actual surplus condition through the end of March is \$1,927,804 with three months until the end of the fiscal year.

**Restricted Fund:**

One new grant for \$1,000 was received from the Higher Education Policy Commission. Additionally, approximately \$60,000 in existing grant budgets were received in NASA grants.

The restricted fund operating revenues achieved 86.46% and Federal Pell grant revenue achieved 85.87% of budget. Operating expenses through the end of March is at 85.72% of budget. The actual surplus condition through the end of March is \$252,574.

Please find the attached financial reports.

Fairmont State University  
 Actual vs Budget Statement of Revenues and Expenses  
 Current Unrestricted  
 As of March 31, 2012

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
<b>OPERATING REVENUE</b>	Tuition and Fees	22,627,694	22,919,716	21,146,639	92.26
	Student Activity Support Revenue	580,069	589,989	546,998	92.71
	Faculty Services Revenue	1,272,439	1,272,439	1,375,876	108.13
	Operating Costs Revenue	2,437,328	2,414,220	1,613,562	66.84
	Support Services Revenue	3,955,116	3,892,793	2,333,468	59.94
	Other Operating Revenue	428,458	359,683	122,492	34.06
	<b>Total:</b>	<b>31,301,104</b>	<b>31,448,840</b>	<b>27,139,036</b>	<b>86.30</b>
<b>OPERATING EXPENSE</b>	Salaries	24,065,999	24,225,813	15,611,365	64.44
	Benefits	6,032,487	6,207,280	3,887,529	62.63
	Student financial aid-scholarships	2,078,727	2,118,727	2,102,665	99.24
	Utilities	1,749,920	1,749,920	1,145,373	65.45
	Supplies and Other Services	8,873,122	8,658,251	4,785,090	55.27
	Equipment Expense	1,182,232	1,351,967	1,495,893	110.65
	Fees retained by the Commission	178,427	185,560	139,170	75.00
	Assessment for Faculty Services	1,502,589	1,502,589	1,290,088	85.86
	Assessment for Support Services	400,712	371,349	220,637	59.41
	Assessment for Student Activity Costs	421,938	415,260	378,635	91.18
	Assessment for Operating Costs	203,317	199,282	115,763	58.09
	<b>Total:</b>	<b>46,689,470</b>	<b>46,985,998</b>	<b>31,172,207</b>	<b>66.34</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>(15,388,367)</b>	<b>(15,537,158)</b>	<b>(4,033,172)</b>	<b>25.96</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	State Appropriations	17,803,627	17,803,627	11,928,430	67.00
	Gifts	12,500	44,010	76,097	172.91
	Investment Income	266,166	266,166	9,519	3.58
	Assessment for E&G Capital & Debt Service Costs	(2,518,828)	(2,545,328)	(2,370,436)	93.13
	<b>Total:</b>	<b>15,563,465</b>	<b>15,568,475</b>	<b>9,643,610</b>	<b>61.94</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(602,136)	(458,863)	(271,913)	59.26
	Construction Expenditures	0	0	(130,192)	
	Transfers for Debt Service	(77,585)	(77,585)	(77,585)	100.00
	Transfers for Fin Aid Match	(124,877)	(82,229)	(73,612)	89.52
	Indirect Cost Recoveries	131,212	196,249	167,353	85.28
	Transfers for Scholarships	(45,000)	(45,000)	(45,000)	100.00
	Transfers - Other	0	9	901	9956.35
	<b>Total:</b>	<b>(718,386)</b>	<b>(467,419)</b>	<b>(430,047)</b>	<b>92.00</b>
<b>BUDGET BALANCE</b>		<b>(543,288)</b>	<b>(436,102)</b>	<b>5,180,392</b>	
* <b>Add: UNRESTRICTED NET ASSETS - Beginning of Year</b>		<b>11,194,887</b>	<b>11,194,887</b>		
<b>Less: USE OF RESERVE</b>		<b>0</b>	<b>0</b>		
<b>Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year</b>		<b><u>10,651,599</u></b>	<b><u>10,758,785</u></b>		

\* Net Assets - Beginning of Year is before cumulative OPEB liability at June 30, 2011 in the amount of \$5,356,125

Unrestricted Net Asset Balance is 23.83% of the current budget total operating expense.

**Auxiliary**  
**Actual vs Budget Statement of Revenues and Expenses**  
**Board of Governors**  
As of March 31, 2012

		<b>Approved Budget</b>	<b>Current Budget</b>	<b>YTD Actual</b>	<b>YTD Actual to Current Budget</b>
<b>OPERATING REVENUE</b>	Auxiliary Enterprise Revenue	5,880,149	5,890,149	5,447,788	92.49
	Auxiliary Fees & Debt Service Support Revenue	5,142,625	5,060,347	4,705,221	92.98
	Other Operating Revenue	307,438	312,438	239,164	76.55
	<b>Total:</b>	<b>11,330,212</b>	<b>11,262,934</b>	<b>10,392,173</b>	<b>92.27</b>
<b>OPERATING EXPENSE</b>	Salaries	2,336,998	2,387,066	1,616,999	67.74
	Benefits	561,907	582,417	316,727	54.38
	Student financial aid-scholarships	555,228	528,228	396,078	74.98
	Utilities	853,996	853,996	538,061	63.01
	Supplies and Other Services	2,325,112	2,283,345	1,692,167	74.11
	Equipment Expense	70,946	104,361	177,883	170.45
	Loan cancellations and write-offs	1,131	1,131	0	0.00
	<b>Total:</b>	<b>6,705,318</b>	<b>6,740,543</b>	<b>4,737,915</b>	<b>70.29</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>4,624,894</b>	<b>4,522,391</b>	<b>5,654,258</b>	<b>125.03</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	Interest on capital asset related debt	(100,473)	(100,473)	(50,236)	50.00
	<b>Total:</b>	<b>(100,473)</b>	<b>(100,473)</b>	<b>(50,236)</b>	<b>50.00</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(154,259)	(116,654)	(25,065)	21.49
	Construction Expenditures	0	0	(86,198)	
	Transfers for Debt Service	(3,607,733)	(3,607,733)	(3,606,530)	99.97
	Transfers for Fin Aid Match	(3,425)	(3,425)	(3,425)	100.00
	Transfers for Scholarships	45,000	45,000	45,000	100.00
	<b>Total:</b>	<b>(3,720,417)</b>	<b>(3,682,812)</b>	<b>(3,676,218)</b>	<b>99.82</b>
<b>BUDGET BALANCE - Projected Transfer to Reserves</b>		<b>804,005</b>	<b>739,107</b>	<b>1,927,804</b>	
* <b>Add: NET ASSETS - Beginning of Year</b>		<b><u>6,589,251</u></b>	<b><u>6,589,251</u></b>		
<b>Equals: PROJECTED NET ASSETS - End of Year</b>		<b><u>7,393,256</u></b>	<b><u>7,328,358</u></b>		

\* Net Assets - Beginning of Year is before cumulative OPEB liability at June 30, 2011 in the amount of \$639,344.

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

**FAIRMONT STATE UNIVERSITY**  
**Actual vs Budget Statement of Revenues and Expenses**  
**Current Restricted**  
**As of March 31, 2012**

		<b>Approved Budget</b>	<b>Current Budget</b>	<b>YTD Actual</b>	<b>YTD Actual to Current Budget</b>
<b>OPERATING REVENUE</b>	Federal Grants and Contracts	28,542,265	28,734,543	24,005,943	83.54
	State/Local Grants and Contracts	5,783,500	5,921,800	5,718,844	96.57
	Private Grants and Contracts	1,943,864	1,952,275	1,929,426	98.83
	Other Operating Revenue	0	(8,185)	(8,185)	100.00
	<b>Total:</b>	<b>36,269,629</b>	<b>36,600,434</b>	<b>31,646,028</b>	<b>86.46</b>
<b>OPERATING EXPENSE</b>	Salaries	743,671	993,825	574,958	57.85
	Benefits	83,909	208,660	98,191	47.06
	Student financial aid - scholarships	42,835,523	42,767,528	38,496,554	90.01
	Utilities	4	19,770	1,582	8.00
	Supplies and Other Services	2,406,388	2,317,530	838,958	36.20
	Equipment Expense	716,738	726,319	309,033	42.55
	<b>Total:</b>	<b>46,786,233</b>	<b>47,033,633</b>	<b>40,319,277</b>	<b>85.72</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>(10,516,604)</b>	<b>(10,433,199)</b>	<b>(8,673,248)</b>	<b>83.13</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	Federal Pell Grant Revenues	10,500,000	10,500,000	9,016,148	85.87
	<b>Total:</b>	<b>10,500,000</b>	<b>10,500,000</b>	<b>9,016,148</b>	<b>85.87</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(1,014)	0	0	0.00
	Transfers for Fin Aid Match	128,302	85,654	77,037	89.94
	Indirect Cost Recoveries	(154,460)	(196,328)	(167,353)	85.24
	Transfers - Other	0	(9)	(9)	0.00
	<b>Total:</b>	<b>(27,172)</b>	<b>(110,683)</b>	<b>(90,325)</b>	<b>81.61</b>
<b>BUDGET BALANCE</b>		<b>(43,776)</b>	<b>(43,882)</b>	<b>252,574</b>	
* <b>Add: RESTRICTED NET ASSETS - Beginning of Year</b>		<b>98,568</b>	<b>98,568</b>		
** <b>Equals: PROJECTED RESTRICTED NET ASSETS - End of Year</b>		<b><u>54,793</u></b>	<b><u>54,687</u></b>		

**Fairmont State University  
Board of Governors  
Financial Report  
for the period ending April 30, 2012**

**Unrestricted Fund:**

The budget deficit planned for 2012 fiscal year increased by approximately \$5,800 from various budget changes. The current budget deficit is at \$-441,102.

Tuition and Fee revenue is at 99.75% of budget and we have received 91.85% of the overall operating revenue budget through the end of April. Non-operating revenue is at 99.38% of plan with the addition of the fourth quarter state appropriations. Operating expenses through the end of April is at 76.15% of budget. The actual surplus condition through the end of April is \$8,122,913 with two months remaining in the fiscal year.

**Auxiliary Fund:**

The Auxiliary Budget Planned Transfer to Reserve decreased by \$4,621 primarily due to budget adjustment to PEIA benefits.

The Auxiliary Enterprise revenue achieved 93.26% of budget and we received 93.81% of the overall operating revenue plan for this fiscal year. Operating expenses through the end of April is at 76.63% of budget. The actual surplus condition through the end of April is \$1,670,944 with two months until the end of the fiscal year.

**Restricted Fund:**

We received four new grants for approximately \$22,000 and \$2,000 in increases to existing grants.

The restricted fund operating revenues achieved 87.10% and Federal Pell grant revenue achieved 85.90% of budget. Operating expenses through the end of April is at 86.23%. The actual surplus condition through the end of April is \$250,593.

Please find the attached financial reports.

Fairmont State University  
 Actual vs Budget Statement of Revenues and Expenses  
 Current Unrestricted  
 As of April 30, 2012

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
<b>OPERATING REVENUE</b>	Tuition and Fees	22,627,694	22,919,716	22,862,422	99.75
	Student Activity Support Revenue	580,069	589,989	556,725	94.36
	Faculty Services Revenue	1,272,439	1,272,439	1,375,876	108.13
	Operating Costs Revenue	2,437,328	2,415,922	1,613,562	66.79
	Support Services Revenue	3,955,116	3,895,269	2,333,468	59.91
	Other Operating Revenue	428,458	359,683	146,102	40.62
	<b>Total:</b>	<b>31,301,104</b>	<b>31,453,017</b>	<b>28,888,155</b>	<b>91.85</b>
<b>OPERATING EXPENSE</b>	Salaries	24,065,999	24,234,110	18,819,846	77.66
	Benefits	6,032,487	6,218,126	4,684,394	75.33
	Student financial aid-scholarships	2,078,727	2,118,727	2,132,128	100.63
	Utilities	1,749,920	1,749,920	1,168,823	66.79
	Supplies and Other Services	8,873,122	8,653,914	5,317,825	61.45
	Equipment Expense	1,182,232	1,350,386	1,517,384	112.37
	Fees retained by the Commission	178,427	185,560	139,170	75.00
	Assessment for Faculty Services	1,502,589	1,502,589	1,290,088	85.86
	Assessment for Support Services	400,712	376,897	220,637	58.54
	Assessment for Student Activity Costs	421,938	415,260	386,578	93.09
	Assessment for Operating Costs	203,317	194,452	115,763	59.53
	<b>Total:</b>	<b>46,689,470</b>	<b>46,999,941</b>	<b>35,792,636</b>	<b>76.15</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>(15,388,367)</b>	<b>(15,546,924)</b>	<b>(6,904,481)</b>	<b>44.41</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	State Appropriations	17,803,627	17,803,627	17,803,627	100.00
	Gifts	12,500	57,941	76,097	131.34
	Investment Income	266,166	266,166	15,600	5.86
	Assessment for E&G Capital & Debt Service Costs	(2,518,828)	(2,545,328)	(2,410,013)	94.68
	<b>Total:</b>	<b>15,563,465</b>	<b>15,582,406</b>	<b>15,485,311</b>	<b>99.38</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(602,136)	(468,863)	(304,133)	64.87
	Construction Expenditures	0	0	(130,192)	
	Transfers for Debt Service	(77,585)	(77,585)	(77,585)	100.00
	Transfers for Fin Aid Match	(124,877)	(82,229)	(73,612)	89.52
	Indirect Cost Recoveries	131,212	196,249	171,690	87.49
	Transfers for Scholarships	(45,000)	(45,000)	(45,000)	100.00
	Transfers - Other	0	9	913	10,088.95
	<b>Total:</b>	<b>(718,386)</b>	<b>(477,419)</b>	<b>(457,918)</b>	<b>95.92</b>
<b>BUDGET BALANCE</b>		<b>(543,288)</b>	<b>(441,937)</b>	<b>8,122,913</b>	
* <b>Add: UNRESTRICTED NET ASSETS - Beginning of Year</b>		<b>11,194,887</b>	<b>11,194,887</b>		
<b>Less: USE OF RESERVE</b>		<b>0</b>	<b>0</b>		
<b>Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year</b>		<b><u>10,651,599</u></b>	<b><u>10,752,950</u></b>		

\* Net Assets - Beginning of Year is before cumulative OPEB liability at June 30, 2011 in the amount of \$5,356,125

Unrestricted Net Asset Balance is 23.82% of the current budget total operating expense.

Auxiliary  
Actual vs Budget Statement of Revenues and Expenses  
Board of Governors  
As of April 30, 2012

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
<b>OPERATING REVENUE</b>	Auxiliary Enterprise Revenue	5,880,149	5,890,149	5,493,168	93.26
	Auxiliary Fees & Debt Service Support Revenue	5,142,625	5,060,347	4,806,724	94.99
	Other Operating Revenue	307,438	312,438	266,085	85.16
	<b>Total:</b>	<b>11,330,212</b>	<b>11,262,934</b>	<b>10,565,978</b>	<b>93.81</b>
<b>OPERATING EXPENSE</b>	Salaries	2,336,998	2,385,203	1,845,900	77.39
	Benefits	561,907	586,678	368,391	62.79
	Student financial aid-scholarships	555,228	528,228	398,079	75.36
	Utilities	853,996	853,996	560,370	65.62
	Supplies and Other Services	2,325,112	2,285,568	1,815,623	79.44
	Equipment Expense	70,946	104,361	180,217	172.69
	Loan cancellations and write-offs	1,131	1,131	0	0.00
	<b>Total:</b>	<b>6,705,318</b>	<b>6,745,164</b>	<b>5,168,580</b>	<b>76.63</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>4,624,894</b>	<b>4,517,770</b>	<b>5,397,398</b>	<b>119.47</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	Interest on capital asset related debt	(100,473)	(100,473)	(50,236)	50.00
	<b>Total:</b>	<b>(100,473)</b>	<b>(100,473)</b>	<b>(50,236)</b>	<b>50.00</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(154,259)	(116,654)	(25,065)	21.49
	Construction Expenditures	0	0	(86,198)	
	Transfers for Debt Service	(3,607,733)	(3,607,733)	(3,606,530)	99.97
	Transfers for Fin Aid Match	(3,425)	(3,425)	(3,425)	100.00
	Transfers for Scholarships	45,000	45,000	45,000	100.00
	<b>Total:</b>	<b>(3,720,417)</b>	<b>(3,682,812)</b>	<b>(3,676,218)</b>	<b>99.82</b>
<b>BUDGET BALANCE - Projected Transfer to Reserves</b>		<b>804,005</b>	<b>734,486</b>	<b>1,670,944</b>	
* <b>Add: NET ASSETS - Beginning of Year</b>		<b><u>6,589,251</u></b>	<b><u>6,589,251</u></b>		
<b>Equals: PROJECTED NET ASSETS - End of Year</b>		<b><u>7,393,256</u></b>	<b><u>7,323,737</u></b>		

\* Net Assets - Beginning of Year is before cumulative OPEB liability at June 30, 2011 in the amount of \$639,344.

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



**FAIRMONT STATE UNIVERSITY**  
**Actual vs Budget Statement of Revenues and Expenses**  
**Current Restricted**  
**As of April 30, 2012**

		<b>Approved Budget</b>	<b>Current Budget</b>	<b>YTD Actual</b>	<b>YTD Actual to Current Budget</b>
<b>OPERATING REVENUE</b>	Federal Grants and Contracts	28,542,265	28,734,543	24,207,696	84.25
	State/Local Grants and Contracts	5,783,500	5,930,087	5,747,826	96.93
	Private Grants and Contracts	1,943,864	1,957,475	1,941,732	99.20
	Other Operating Revenue	0	(8,098)	(7,848)	96.91
	<b>Total:</b>	<b>36,269,629</b>	<b>36,614,007</b>	<b>31,889,406</b>	<b>87.10</b>
<b>OPERATING EXPENSE</b>	Salaries	743,671	998,818	664,462	66.52
	Benefits	83,909	209,038	113,093	54.10
	Student financial aid - scholarships	42,835,523	42,767,528	38,528,087	90.09
	Utilities	4	19,770	1,582	8.00
	Supplies and Other Services	2,406,388	2,333,702	957,154	41.01
	Equipment Expense	716,738	726,319	309,033	42.55
	<b>Total:</b>	<b>46,786,233</b>	<b>47,055,175</b>	<b>40,573,412</b>	<b>86.23</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>(10,516,604)</b>	<b>(10,441,169)</b>	<b>(8,684,006)</b>	<b>83.17</b>
<b>NONOPERATING REVENUE</b>	Federal Pell Grant Revenues	10,500,000	10,500,000	9,019,261	85.90
<b>(EXPENSE)</b>	Gifts	0	10,000	10,000	100.00
	<b>Total:</b>	<b>10,500,000</b>	<b>10,510,000</b>	<b>9,029,261</b>	<b>85.91</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(1,014)	0	0	0.00
	Transfers for Fin Aid Match	128,302	85,654	77,037	89.94
	Indirect Cost Recoveries	(154,460)	(198,358)	(171,690)	86.56
	Transfers - Other	0	(9)	(9)	0.00
	<b>Total:</b>	<b>(27,172)</b>	<b>(112,713)</b>	<b>(94,663)</b>	<b>83.99</b>
<b>BUDGET BALANCE</b>		<b>(43,776)</b>	<b>(43,882)</b>	<b>250,593</b>	
* <b>Add: RESTRICTED NET ASSETS - Beginning of Year</b>		<b>98,568</b>	<b>98,568</b>		
** <b>Equals: PROJECTED RESTRICTED NET ASSETS - End of Year</b>		<b><u>54,793</u></b>	<b><u>54,687</u></b>		

<b>CAPITAL PROJECTS</b>				
<b>FY 2012</b>				
<b>Project</b>	<b>Project Budget</b>	<b>Expenses &amp; Encumbrances</b>	<b>Available Project Budget</b>	<b>Project Completion Date and/or Update Notes</b>
Aerospace Fire Suppression - ARRA	\$ 1,122,754.52	\$ 1,122,754.52	\$ -	Project is complete.
Byrd Center - HVAC Units (2)	\$ 74,282.00	\$ 74,282.00	\$ -	Project is complete.
Byrd Center - Roof Renewal	\$ 276,130.00	\$ 276,130.00	\$ -	Project is complete.
Folklife - Phase III (ARRA)	\$ 500,413.32	\$ 500,413.32	\$ -	Project is complete.
Hunt Haught Hall - HVAC Units	\$ 734,393.00	\$ 734,393.00	\$ -	Project is complete.
Hunt Haught Hall - Temperature Controls	\$ 87,807.00	\$ 87,807.00	\$ -	Project is complete.
Hunt Haught Hall Glass Front	\$ 171,129.06	\$ 171,129.06	\$ -	Project is complete.
Infrastructure - IT Emergency Back-Up	\$ 194,293.00	\$ 194,293.00	\$ -	Project is complete.
Byrd Center - HVAC Units (FY 2012)	\$ 148,833.48	\$ 135,815.00	\$ 13,018.48	Notice to Proceed issued. Units have been shipped and expect delivery any day.
Hardway Hall Renovations	\$ 5,500,000.00	\$ 415,000.00	\$ 5,085,000.00	Project sent to Fire Marshall to review on 5/29/12. RFB is being prepared. Bids expected in early July.
Hunt Haught Hall - Window Replacement	\$ 60,000.00	\$ -	\$ 60,000.00	A&E is preparing specifications for windows.
Infrastructure - Access Road Tennis Courts	\$ 170,000.00	\$ 14,500.00	\$ 155,500.00	Contract is being awarded and project should be completed this summer.
Infrastructure - Paving Lot #15	\$ 83,560.00	\$ -	\$ 83,560.00	Reviewing project with contractor for award and to be completed this summer.
Infrastructure - Parking Lot - NAEC Paving	\$ 80,000.00	\$ -	\$ 80,000.00	Contract is being awarded and project should be completed this summer.
Musick Library Elevator	\$ 2,000,000.00	\$ 1,008,944.00	\$ 991,056.00	Progress is being made. Target date for completion is late Summer.
Turley Center Renovations	\$ 6,000,000.00	\$ 505,029.81	\$ 5,494,970.19	Bids were opened on 5/24/12. Notice of Intent to Award has been sent to contractor. Contract will be processed once all required documents are received.
Turley Center Renovations - FF&E	\$ 874,055.00	\$ -	\$ 874,055.00	In contact with contracted vendor.
Wallman Hall - Foundation Waterproof	\$ 150,000.00	\$ 25,500.00	\$ 124,500.00	This project has been included in the Wallman Hall Renovations bid
Wallman Hall Renovations	\$ 5,200,000.00	\$ 395,663.50	\$ 4,804,336.50	Contractor to submit signed contract on 6/1/12. Contract will be sent to Charleston for approval. Expect start date mid-June.

**Completed**

**In Progress**

**CAPITAL PROJECTS**

**FY 2012**

<b>Project</b>	<b>Project Budget</b>	<b>Expenses &amp; Encumbrances</b>	<b>Available Project Budget</b>	<b>Project Completion Date and/or Update Notes</b>	
<b>Infrastructure - Retaining Wall Merchant Street</b>	\$ 350,000.00	\$ 9,000.00	\$ 341,000.00	Easement was signed and return to City of Fairmont 04-26-12. Proposed redi-rock solution. Need engineer.	<b>Not Started</b>
<b>Infrastructure - Sealing Parking Lots</b>	\$ 25,000.00	\$ -	\$ 25,000.00	Plan to start with parking lot by Folklife this Summer.	
<b>Jaynes Hall - Roof Renewal</b>	\$ 350,000.00	\$ -	\$ 350,000.00	Plan to advertise for A&E with an Expression of Interest this Summer.	
<b>Locust Avenue</b>	\$ 40,000.00	\$ -	\$ 40,000.00	Waiting on power company relocations. State highways dept. ready to move forward.	
<b>Academic Fund</b>	\$ 100,000.00	\$ 93,643.04	\$ 6,356.96	On-going - Numerous projects through-out year	<b>On Going</b>
<b>Landscaping</b>	\$ 100,000.00	\$ 71,925.34	\$ 28,074.66	On-going - Numerous projects through-out year	
<b>Physical Plant - Small Projects</b>	\$ 225,100.00	\$ 164,954.28	\$ 60,145.72	On-going - Numerous projects through-out year	

**AUXILIARY CAPITAL PROJECTS**

**FY 2012**

<i>Project</i>	<i>Project Budget</i>	<i>Expenses &amp; Encumbrances</i>	<i>Available Project Budget</i>	<i>Project Completion Date and/or Update Notes</i>	
Duvall Rosier Field - Turf Field Groom Machine	\$ 17,758.75	\$ 17,758.75	\$ -	Project is Complete	<b>COMPLETED</b>
Press Box Roof Renewal	\$ 6,670.00	\$ 6,670.00	\$ -	Project is complete.	
Press Box Upgrades	\$ 27,039.39	\$ 27,039.39	\$ -	Project is complete.	
Falcon Center - Dining Carpet Replacement	\$ 47,617.24	\$ 47,617.24	\$ -	Project is complete.	
Falcon Center - Furniture (Lounge)	\$ 24,788.00	\$ 24,788.00	\$ -	Project is complete.	
Falcon Center - Window Cleaning	\$ 17,096.02	\$ 17,096.02	\$ -	Project is complete.	
Falcon Custodial Equipment	\$ 23,140.73	\$ 23,140.73	\$ -	Project is complete	
Residence Hall - Bryant Place 1st Floor Showers	\$ 8,492.00	\$ 8,492.00	\$ -	Project is complete.	
Residence Hall - Morrow Hall Boiler Replacement	\$ 190,204.19	\$ 190,204.19	\$ -	Project is complete.	
Residence Halls - Facility Audit Master Plan	\$ 159,224.04	\$ 159,224.04	\$ -	Project is complete.	
Residence Hall - Bryant Hall Gutter Repair	\$ 17,300.00	\$ 17,300.00	\$ -	Project is complete.	
Falcon Gym 1 & 2 Repair	\$ 20,358.01	\$ 19,001.00	\$ 1,357.01	Work is partially completed. Scheduled to be completed by end of year.	<b>In Progress</b>
Parking Garage - Maintenance - Caulking & Painting	\$ 100,000.00	\$ -	\$ 100,000.00	Scheduled to begin 6/4/12	
Falcon Center - Fabric Duct Replacement	\$ 35,000.00	\$ -	\$ 35,000.00	Estimate was greater than budget. On hold until next year.	<b>Not Started</b>

# Tab 4

Fairmont State University

May 1, 2012

New Program Proposal

Master of Architecture

Program Location: Fairmont State University

Projected Date of Implementation: Fall Semester 2012

Brief Summary Statement: Fairmont State University offers the only B.S. degree in architecture in the state of West Virginia, and graduates of this program currently must go out of state to complete their requirements for professional licensure. Further, there are no accredited architecture programs in West Virginia. An accredited graduate program leading to professional licensure would: create a unique educational opportunity locally that would reduce the educational expenses to West Virginia citizens, draw students from the surrounding states to FSU, and would result in West Virginia retaining more professionally licensed architects. This would contribute to the economic well-being of the state.

**Program Description**

Fairmont State University's professional Master of Architecture degree program (M.Arch) is planned to admit the first cohort of students in the fall of 2012. This is a 42 credit full-time graduate program designed for students holding a 4-year baccalaureate degree in architecture or equivalent. This program will complement the existing pre-professional undergraduate architecture degree already in place at Fairmont State University.

The mission of the Architecture Program at Fairmont State is to educate future architects as creative thinkers who pursue architecture as a process of integration where theory, culture, history, sustainability, and practice come together within the understanding of the unique character and dynamics of the regional condition as part of the global community. The program is designed to address the cultural, geographic, and historical conditions that distinguish the character of the surrounding environment and its people. The Appalachian region is largely rural and is composed of small towns and cities, many with regional historical significance and a need for a reinvigorated sense of place. The key components of this program have been designed to address the built environment of the American small city and the regional uniqueness of their surroundings.

Among the most significant concerns is the responsible designing and planning for community revitalization and sustainability. The Appalachian region has a rich topographical, environmental and cultural influence on the content, methods, and outcomes of the design process. While the notion of green design and sustainable principles is imperative to the fundamental practice of architecture, it is ever more critical in a region dependent upon the quality of its environment as an economic determinant.

All required courses are unified by the common threads of sustainable principles and community-considerate design. Architecture students are exposed to innovative ways of community outreach through design and the ability of architecture to address people at a personal level.

This program will serve as a professional architecture degree that may be accredited by the National Architectural Accrediting Board (NAAB). An accredited degree is required by the West Virginia Board of Architects and most jurisdictions for licensure as an architect. Fairmont State University has the distinction of having the only pre-professional Bachelor of Science degree in Architecture. Thus, it is uniquely positioned to be the first and only professional architecture degree offered in West Virginia. The faculty in the Architecture Program has prepared an application for candidacy and plan for achieving initial accreditation from the NAAB. This application is currently being reviewed on the campus of Fairmont State University and will be forwarded to NAAB once completed. It should be noted that while most professional degrees take two or three years to complete. The NAAB requires a four-year undergraduate pre-professional degree in Architecture with an additional three semesters at the graduate level to sit for licensure. Thus, a professional degree in architecture requires a minimum of five and one-half years of study.

# Tab 5



**Fairmont State University  
Board of Governors  
June 21, 2012**

**Item:** Textbook Adoptions Report

**Committee:** Committee of the Whole

**Recommended Resolution:** Resolved, that the Fairmont State University (FSU) Board of Governors accept the textbook adoptions report and forward the same to the Higher Education Policy Commission (HEPC).

**Staff Member:** Christina Lavorata

**Background:** Bookstore Policy #54 section 2.2.7, requires the bookstore to compile a report regarding missing textbook adoptions by June 1 each year. This report is to be forwarded to the Board of Governors for review.

The report to the Board should contain specific information on adoption deadlines missed by academic area with justifications submitted by each academic dean.

The institutional Board of Governors must submit a report on textbook adoptions to the West Virginia Higher Education Policy Commission annually by November 1.

There were no book adoptions missed, since the list of Textbook Adoptions not submitted by the end of March 2012 were automatically adopted by the bookstore following the guidelines required in the Bookstore Policy #54. If exceptions were granted to the adoption deadline, they were noted by the dean.

The Administration, the Bookstore Advisory Committee, the Textbook Affordability Committee, Bookstore Personnel, and the Academic leadership of Fairmont State University worked diligently this spring with the faculty to achieve 96% textbook adoptions for all known classes for fall term 2012, spring term 2013, and summer 2013. This covers the entire 2012-2013 academic year.

Please note: Follett bookstores have recognized this success of 96% textbook adoptions for the 2012-2013 academic year. This 96% level of textbook adoptions was achieved by the end of March 2012.

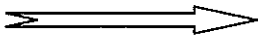
A copy of this agenda item may be provided to the HEPC to fulfill this reporting requirement.

# Tab 6

Fairmont State University  
Board of Governors  
June 21, 2012

- Item:** Update of the Tuition and Fee Policy (Policy 16).
- Committee:** Committee of the Whole
- Action:** Be it resolved that the Board of Governors approve the Tuition and Fee (Policy 16) update.
- Staff Member:** Rick Porto
- Background:** State law required the Higher Education Policy Commission (HEPC) to establish rules for the assessment of tuition and fees at undergraduate public institutions of higher education. This rule incorporates the legislated requirements of the Senate Bill 330 passed in the spring of 2011.

This policy update incorporates definitions provided by the HEPC, goals of the Commission, and the University, Tuition and Fee adjustment requirements (inclusive of requirements if a tuition and fee increase exceeds five (5%) percent, fee charges rules, new refund schedule required by the HEPC, refund of room and board, registration period – late fee, installment payment plans, use of credit cards, enrollment above the normal full-time course load, and deferral of fees during a legal work stoppage).



Three comments were received during the comment period and those changes are marked by shaded highlighting and arrow

Please see attached Policy 16.

# FAIRMONT STATE UNIVERSITY

## Policy 16

### TUITION AND FEE POLICY

(Incorporates the West Virginia Higher Education  
Policy Commission Legislative Rule Title I33 – Series 32)

#### **§133-32-1.General.**

- 1.1. Scope. This rule establishes the policy for the assessment of tuition and fees at West Virginia undergraduate public institutions of higher education.
- 1.2. Authority. West Virginia Code §18B-1-6 and §18B-10-1(d)
- 1.3. Effective Date. --

#### **§133-32-2. Definitions.**

- 2.1. Auxiliary Fees. Charges levied to all students to support auxiliary enterprises or optional charges levied only on students using the auxiliary service. Auxiliary fees include charges other than sales from entities that exist predominantly to furnish goods or services to students, faculty or staff such as residence halls, faculty and staff housing, food services, intercollegiate athletics, student unions, bookstores, parking and other service centers. Sales include revenue from merchandise and tickets, short term rental of space or equipment and sales of services to the general public.
- 2.2. Capital Fees. Charges levied on students to support debt service, capital projects and facilities maintenance and renewal. Capital Fees are divided into two categories, Education and General Capital Fees and Auxiliary Capital Fees. Education and General Capital Fees support instruction, research, academic support, student services, institutional support, operation and maintenance of plant, and scholarships and fellowship programs. Auxiliary Capital Fees support entities that exist predominantly to furnish goods or services to students, faculty or staff such as residence halls, faculty and staff housing, food services, intercollegiate athletics, student unions, bookstores, parking and other service centers.
- 2.3. Tuition and Required Educational and General Fees. Charges levied on all students of that class or category to support educational and general program services or optional charges levied for education and general services collected only from students using the service or from students for whom the services are made available. Educational and general expenditures include instruction, research, academic support, student services, institutional support, operation and maintenance of plant and scholarships and fellowships. Education and general expenditures do not include expenditures for auxiliary enterprises or independent operations. An institution may

create a category within Tuition and Required Education and General Fees named Tuition to classify a fee or group of fees charged for instructional services.

- 2.4. Full Cost of Instruction. Full cost of instruction includes the direct functional expenditures from each institution's audit for both instruction and student services expenditures.
- 2.5. Higher Education Price Index. Inflation index designed specifically to track the main cost drivers in higher education and to measure the change in the price of the goods and services purchased by colleges and universities as measured by the Commonfund Institute.
- 2.6. Median Family Income. Median household income is household income which the U.S. Census Bureau gathers and reports annually from data gathered by various surveys. Median is the statistical center of all reported households income and is presumed to be a better gauge of income as opposed to average family income.
- 2.7. Peer. A higher education institution located in another state that is similar to a West Virginia college or university.
- 2.8. Special Fee. Operational charges or user fees charged to offset the specific costs for providing high cost programs and for services. These fees include, but are not limited to, program fees, course fees, lab fees, parking fees, late payment fees, drug testing fees, instrument fees, and other services provided to students. Charging students these fees, allows financial aid to be used as a form of payment for qualifying students. These fees do not include sales of merchandise and tickets, short-term rental of space or equipment and sales of services to the general public.
- 2.9 Full-time undergraduate student. An undergraduate student who is enrolled for twelve or more credit hours in a regular term.

**§135-32-3. Goals.**

- 3.1. The Commission and University seek to achieve the following goals and objectives with its tuition rule:
  - 3.1.a. To promote equity in the determination of tuition and fees charged to students.
  - 3.1 .b. To foster goals related to program completion for West Virginia students.
  - 3.1 .c. To promote the future economic welfare of the state through an increased output of degree holders in West Virginia.

- 3.1.d. To establish tuition and fee rates that will provide for the most efficient blend of governmental, private, and student revenues based upon institutional mission, location, and student demographics.

**§133-32-4. Tuition and Fee Adjustments.**

- 4.1. Objectives. The Commission, in partnership with Fairmont State's governing boards, shall enhance education opportunities for the widest range of state citizens:

- 4.1 .a. by establishing tuition and fee levels for in-state students that do not inhibit access to public education nor cause students to incur excessive debt; W. Va. Code §18B-1D-3(a)(2)(B); and

- 4.1 .b. by establishing tuition and fee rates for out-of-state students at levels, which, at a minimum, cover the full cost of instruction unless doing so is inconsistent with a clearly delineated public policy goal established by the Legislature or the Commission. W. Va. Code §18B-1D-3(a)(2)(B).

- 4.2. Approval of Tuition and Required Fee Adjustments.

- 4.2.a. Approval Guidelines. Fairmont State's governing board may approve Auxiliary, tuition and required education and general, and capital fee increases for resident students each fiscal year of up to five percent collectively. Auxiliary, tuition and required education and general and capital fee increases above five percent collectively must be approved by the Commission. Fairmont State's Governing board is not required to approve sales prices. Programmed fee increases constituted as part of pre-existing institutional bond obligations/covenants shall be excluded from annual fee increase calculations.

A fee used solely for the purpose of complying with the athletic provisions of 20 U.S.C. 1681, *et seq.*, known as Title IX of the Education Amendment of 1972, is exempt from the limitations on fee increases set forth in this subsection for three years from the effective date [See Section § 1 8B- 10-1. (k).2.]

- 4.2.a.1. For the purposes of this rule, calculation of five percent shall be based on all required tuition and fee rates charged to all West Virginia resident students.
    - 4.2.a.2. Tuition increases related to fee simplification proposals that result in a expense neutral change for an in-state student shall not be counted toward the five percent allowance exempt from Commission approval.

- 4.2.b. In establishing guidelines, the Commission shall communicate to institutions benchmarks and guidelines for consideration of any increase above five percent. The benchmarks and guidelines may include, but are not limited to such items as:
  - 4.2.b.1. The HEPI, or other appropriate inflationary benchmark, which new appropriations to the institution's base budget for the corresponding fiscal year did not offset;
  - 4.2.b.2. Continued achievement of benchmarks in the institutional compact;
  - 4.2.b.3. Institution pursuit of the statewide compact for postsecondary education;
  - 4.2.b.4. The per capita income of West Virginia families and their ability to pay for college, statewide and specifically as to the county(ies) in which 75% of the institution's in-state students reside;
  - 4.2.b.5. Institutional distance of the sum of appropriations and tuition and fee revenues from peer equity levels as defined by the peer equity model;
  - 4.2.b.6. Institutional and state funding per full-time equivalent student;
  - 4.2.b.7. Most recent three-year history of tuition rates and increases;
  - 4.2.b.8. Total sources of student generated revenue, including special fee and program fee rates; and,
  - 4.2.b.9. Other factors as requested or deemed relevant by the Commission or in response to any new statutory language.
- 4.2.c. In responding to the guidelines and benchmarks provided by the Commission, Fairmont State's governing board shall provide the Commission with an annual report that details:
  - 4.2.c.1. All tuition and fee rates presently charged and the estimated number of students currently being charged the tuition and fees;
  - 4.2.c.2. The proposed total increase in any tuition and fees for the next fiscal year;

- 4.2.c.3. The estimated number of students who will be charged the increased tuition and fees; and
- 4.2.c.4. The estimated increase in revenue to be generated from the increased tuition and fees.
- 4.2.d. Fairmont State's governing board shall propose tuition and required fee rates for non-resident students at levels that, at a minimum, cover the average full cost of instruction. Fairmont State's Governing boards may submit for approval institutional policies that support a clearly delineated public policy goal established by the Legislature or the Commission, including but not limited to, proposals to increase the total number of graduates from the institution, aid in economic development or to maximize available capacity on campus.
  - 4.2.d.1. Average full cost of instruction is based on the most recent financial statements. The average shall be determined by calculating the cost of instruction and student services per FTE. This calculation shall be provided to Fairmont State annually, by the commission.
  - 4.2.d.2. Fairmont State's governing board may choose to set nonresident tuition based on the average institutional full cost of instruction or the average full cost of instruction for the system as a whole.
- 4.2.e. Undergraduate students taking fewer than twelve credit hours in a regular term shall have their fees reduced pro rata based upon one twelfth of the full-time rate per credit hour and graduate students taking fewer than nine credit hours in a regular term shall have their fees reduced pro rata based upon one ninth of the full-time rate per credit hour.

**§133-32-5. Expenditure.**

- 5.1. All tuition and fees collected may only be expended for the statutory purpose under which they were collected.

**SECTION 6. Fee Charges**

- 6.1 Undergraduate students enrolled for twelve or more credit hours and graduate students enrolled for nine or more hours pay the maximum charges in each basic fee category.
- 6.2 Undergraduate students taking fewer than twelve credit hours in a regular term shall have their fees reduced pro rata based upon one-twelfth of the full-time rate per credit hour, and graduate students taking fewer than nine credit hours in a regular term shall have their fees reduced pro rata based upon one-ninth of the full-time rate per credit hour.



- 6.3 Fees for students enrolled in summer terms or other nontraditional time periods shall be prorated based upon the number of credit hours for which the student enrolls in accordance with the provisions of Section 6.2 of this rule.
- 6.4 Students enrolled in undergraduate courses offered at off-campus locations shall pay an off-campus instruction fee, which shall be used solely for the support of off-campus courses offered by the institution, and shall not pay the athletic fee, the student program fee, the student activity center fee. An off-campus location for purposes of fees is defined as any location other than the main campus.
- 6.5 In view of existing bonding obligations, it is necessary for the institution to establish different rates regarding student activity, facilities, infrastructure, and E&G Capital fees. The fee should be prorated based on the requirements of the bond covenant.
- 6.6 The institution shall be permitted to establish and collect certain special fees for designated purposes separate from and above those identified in the regular fee schedule.
- 6.7 All regular and special fees charged by the institution shall be identified separately and published so as to be readily available to all students.
- 6.8 All fees charged to students, both regular and special, must have approval by the Board of Governors prior to assessment and collection.
- 6.9 Fees shall be established and charged for all noncredit community service courses in an amount to insure that the offering is self-supporting, including indirect cost.
- 6.10 All students desiring to take University owned courses are expected to pay University fees. The Baccalaureate Enhancement Fee is assessed to Community and Technical College students who desire to take University owned courses while paying Community and Technical College fee rates.

§133-32-6. Refunds.

**Refund Schedule**

<b>Refund Full 16 Week Term (50% of Term)</b>	
<b>Week</b>	<b>% Refund</b>
1st Week	90%
2nd Week	90%
3rd Week	75%
4th Week	75%
5th Week	50%
6th Week	50%
7th Week	50%
8th Week	50%
<b>Refund 8 Week Regular Term (50% of Term)</b>	
<b>Week</b>	<b>% Refund</b>
1st Week	90%
2nd Week	75%
3rd Week	50%
4th Week	50%
<b>Refund 10 Week Summer Term (50% of Term)</b>	
<b>Week</b>	<b>% Refund</b>
1st Week	90%
2nd Week	90%
3rd Week	75%
4th Week	50%
5th Week	50%
<b>Refund 5 Week Summer Term (50% of Term)</b>	
<b>Week</b>	<b>% Refund</b>
3 days	90%
4th & 5th days	75%
6th - 10th days	50%

Non-traditional term refunds will continue to be handled individually and will be based on the refund schedule and number of days in the term

According to federal law, the institution must recalculate Federal Title IV financial aid eligibility for students who withdraw from all classes, drop out, are dismissed, or take a leave of absence prior to completing more than 60% of a semester. Federal Title IV financial aid is returned in the order mandated by the U.S. Department of Education. Funds must be returned within 45 days after the date of withdrawal determination. Withdrawal date is defined as the actual date the student began the institution's withdrawal process or the midpoint of the semester for a student who leaves without notifying the institution. The Return of Title IV funds may reduce the tuition and fee refund or in most cases result in the student owing a balance to the institution. The institution is responsible for notifying the student and recovering the funds.

## **SECTION 8. REFUND OF ROOM AND BOARD**

- 8.1 Room: Refund, if any, shall be based on the housing contract signed by the student.
- 8.2 Board: Refund shall be prorated based upon the date of official withdrawal.
- 8.3 All room & board refunds are calculated from the first day of the formal registration period.

## **SECTION 9. REGISTRATION PERIOD –LATE FEE**

- 9.1 A formal registration period shall be established at the beginning of each semester or term at which time fees are due and payable in accordance with the provisions of this rule. In addition, a late registration period may be established. A late fee not to exceed fifty dollars (\$50) shall be imposed on all late registrants. The president of the institution or a designee shall have the authority to waive the fee in cases where evidence indicates the delay occurred through a fault of the institution.
- 9.2 An exception to the registration time period may be granted to an individual under rare circumstances and then only when there is evidence that the student has a reasonable opportunity to complete successfully all course work. The president or a designee must approve the exception with the evidence documented and held on file supporting the decision.
- 9.3 The first two class meetings shall be considered the regular registration period for nontraditional students registering for evening, Saturday, off-campus, extension and other special classes. In addition, a late registration period may be established which shall not exceed the third and fourth-class meetings. A late fee of not to exceed fifty dollars (\$50) shall be imposed on all late registrants.

## **SECTION 10. INSTALLMENT PAYMENT PLANS**

- 10.1 Student fee deferred payment plans will be offered for fall and spring terms.
- 10.2 All available financial aid for the term must be credited to the student's account prior to determining the amount available for deferral.
- 10.3 After all financial aid is applied to the student's account, of the balance of student fees must be paid prior to the three quarter point of the term.
- 10.4 Interest on the deferred amount may be charged at a rate not to exceed the legal limit.
- 10.5 Room and board and other non-course related charges may be divided into installments as determined by the institution.

## **SECTION 11. USE OF CREDIT CARDS**

- 11.1 The use of credit cards for payment of student fees is authorized under the statewide contract initiated by the State Board of Investments or under an alternate program approved by the Board of Governors.
- 11.2 To the extent allowed by law or policy of the credit card company, the institution is authorized to impose a surcharge on credit card payments equal to any amount that may be imposed by the credit card company as a vendor discount or service fee.

## **SECTION 12. ENROLLMENT ABOVE THE NORMAL FULL-TIME COURSE LOAD**

- 12.1 The institution shall adopt penalties for students who routinely withdraw from classes after a semester has begun, with special emphasis on students who initially register for more than eighteen (18) credit hours and who routinely withdraw from classes after the semester has begun. The special fee for excessive withdrawals is fifty (\$50) dollars.

## **SECTION 13. DEFERRAL OF FEES DURING A LEGAL WORK STOPPAGE**

- 13.1 Any student adversely, financially affected by a legal work stoppage that commenced on or after the first day of January, one thousand nine hundred ninety three (1993) may be allowed, on a case-by-case basis, an additional six months to pay the fees for any academic term, in accordance with procedures established by the board.

## Porto, Enrico

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**From:** Edward Magee <emagee@HEPC.WVNET.EDU>  
**Sent:** Tuesday, May 29, 2012 9:54 AM  
**To:** Porto, Enrico  
**Subject:** RE: FSU Tuition and Fee Policy.docx

You have the HEPC permission to state your policy as you have indicated.

Ed

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**From:** Porto, Enrico [<mailto:eporto@fairmontstate.edu>]  
**Sent:** Monday, May 21, 2012 5:07 PM  
**To:** Edward Magee  
**Subject:** FW: FSU Tuition and Fee Policy.docx

I hope you are able to get back with me on this—we have to take this back to our BOG Finance Committee on the 31<sup>st</sup> for final review so we can take to the Full BOG on June 21<sup>st</sup> so they can finalize this policy. Thank You.

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**From:** Porto, Enrico  
**Sent:** Friday, May 18, 2012 4:09 PM  
**To:** Edward Magee ([emagee@HEPC.WVNET.EDU](mailto:emagee@HEPC.WVNET.EDU))  
**Subject:** FW: FSU Tuition and Fee Policy.docx

Ed:

Please look at the attached—specifically 2.8. This is what we discussed on the phone—however the definition that I am including does not match up to the one you have issued. I am requesting your permission to have ours stated the way I have done so in our document.

Thank You.

# Tab 7

**Fairmont State University  
Board of Governors  
June 21, 2012**

**Item:** 2013 Unrestricted Education and General (E&G) Budget Approval

**Committee:** Committee of the Whole

**Recommended Resolution:** Resolved, that the Fairmont State University Board of Governors approve the Unrestricted E&G Fund Budgets for FY 2013.

**Staff Member:** Rick Porto

**Background:** The Finance, Facilities, and Audit Committee has met with Administration and reviewed the budget changes/challenges we face for the 2013 fiscal year. These reviews are documented in the attached budget planning documents, and summarized in the attached budget comparison for the E&G Fund.

The E&G Fund Budget plan for the 2013 fiscal year shows a deficit budget balance of (\$854,316) at the beginning of July 2012.

The Education and General Budget for 2013 includes the following highlights:

**Removal of several one-time budgets in FY 2012** (see attached document {Page 1})

**Permanent Budget Adjustments**

**Revenues:**

- New appropriations were provided to help support PEIA increase agreed to by the Governor and the Legislature.
- Zero percent (0%) fee increase. This was approved in the April 19, 2012 board meeting.
- Revenue increase from primarily enrollment growth in graduate school.

**Expenses:**

- Addition of \$425,221 permanent expense budget adjustment to fund:
  - School of Nursing simulator maintenance
  - Library resources & staff
  - Information Technology Licensing
  - Graphics Department software

- Institutional Advancement – Blackbaud training & software
  - Adjunct faculty for Social Science, Fine Arts, Honor's, and Behavioral Sciences
  - Faculty positions for Education, Social Sciences, and Business
- Mandatory pay raises for mercer step increases and faculty promotions.
- Graduate program faculty correction.
- PEIA rate increase.
- Annual increment increase.
- Phased retirement savings.
- Grants office staff funding moved from indirects to E&G.
- Adjustment to instructional costs to reflect expected savings.
- Utility increase for HVAC maintenance.
- Custodial contract increase.
- BRIM premium (liability insurance) increase.
- Collection costs increase.
- Scholarship budgets were increased to cover 4<sup>th</sup> year of McClain full ride, and Promise and Presidential Promise Plus scholarships, Graduate School, and Athletic Waiver increases.
- SEOG & Federal Work-Study
- BOG Retreat
- Enrollment Services Scanning
- Budget changes resulting from PCTC updates

**Proposed Chargeback Agreement Updates:**

- Chargeback adjustments to the following areas:
  - VP for Administrative and Fiscal Affairs
  - Administrative support for VP for Administrative and Fiscal Affairs
  - Academic Areas Services
  - Center for Teaching Excellence Program
  - Information Technology Office
  - Admissions Office
  - Enrollment Services

**FY 13 One-Time Budgets:**

- Addition of one-time budgets for 2013 to fund:
  - Athletic Department
  - Feaster Center Pool Structural corrections
  - Feaster Center Pool HVAC replacement



- Continuation of one-time budgets that were approved to spend E&G operating reserves on
  - a. Fund managers plan to spend reserves in fiscal year 2013 in the amount of \$103,427
  - b. Unspent strategic planning allocations made in FY 2012 in the amount of \$408,939
  - c. IBM Initiative – Faculty Training
  - d. Presidential Inauguration

The budget balance for fiscal year 2013 prior to the addition of one-time 2013 strategic planning initiatives reflects a surplus budget plan of \$893,153. After including the 2013 one-time strategic planning initiatives the 2013 budget balance reflects a deficit of (\$854,316).

The 2013 fiscal year deficit spending plan will be supported by a strong net asset position. The projected net assets (after adding back the projected OPEB liability) at the end of fiscal year 2012 is estimated to be \$13,544,888 and is 29.46% of the 2013 operating budget. The 2012 audit report due in October 2012 will identify the actual increase in net asset reserves.

FY 2013 BUDGET PLANNING DOCUMENT  
FAIRMONT STATE UNIVERSITY  
EDUCATION & GENERAL FUNDS

As of April 30, 2012, Assumes a Budget Condition of:

(441,937)

	Budget Effect	Running Total
<b>FY 12 ONE-TIME BUDGETS REMOVED:</b>		
Removal of One-time FY 2012 Budgets:		
One-time Subsidy Support for Nursing & Technology Students	400,000	
One-time Athletic RFP Master Plan Support	61,000	
One-time FY 2012 Budget Support for Athletic Budgets	45,000	
Cloud Computing in Labs/ Wireless (One-time)	350,371	
Strategic Planning Initiatives (FY 2012 One-time)	500,000	
Presidential Search (One-time)	100,000	
Web Content, Social Media (One-time)	70,000	
Fund Managers Plan to Spend Reserves in FY 2012	151,769	
President's Request to Carry Over Reserve Spending Approved by Board in October 2010	<u>664,538</u>	
<b>Removal of One-time FY 2012 Budgets Sub-total:</b>	<b>2,342,678</b>	<b>1,900,741</b>
<b>FY 12 ONE-TIME BUDGETS REMOVED SECTION SUB-TOTAL: 2,342,678 1,900,741</b>		
<b>PERMANENT BUDGET ADJUSTMENTS:</b>		
Revenue Adjustments:		
State Appropriation Allocated for PEIA Increase (4%)	<u>77,044</u>	
<b>Revenue Adjustments Sub-total:</b>	<b>77,044</b>	<b>1,977,785</b>
Enrollment Growth:		
Fairmont:		
Education & General	3,249	
Graduate Programs	26,193	
Student Programs (Student Government, Masquers, Student Publications & Ballroom Dance)	(9,402)	
Central Fees (Health Services)	<u>(4,449)</u>	
<i>Fairmont Sub-total</i>	<i>15,591</i>	
Pierpont:		
Student Programs (Student Government, Masquers, Student Publications & Ballroom Dance)	3,448	
Central Fees (Health Services)	<u>1,234</u>	
<i>Pierpont Sub-total:</i>	<i>4,682</i>	
<b>Enrollment Growth Sub-total:</b>	<b>20,273</b>	<b>1,998,058</b>
Fiscal Year Budget Increase Requests:		
School of Nursing - Simulators	(29,760)	
Library:		
Software/Electronic Resources	(30,000)	
Reconfigure Staff	(20,000)	
-Chargeback Revenue - Library	17,260	
Information Technology - Operations & Licensing	(23,000)	
-Chargeback Revenue - Information Technology	7,940	
Graphics Department	(5,000)	
Institutional Advancement - Blackbaud	(20,000)	
Department of Social Sciences - Adjunct Faculty	(20,000)	
School of Fine Arts - Adjunct Faculty	(20,000)	
Honor's Program - Adjunct Faculty	(20,000)	
Department of Behavioral Sciences - Adjunct Faculty	(20,000)	
School of Education - Faculty	(26,000)	
Department of Social Sciences - NSIS Faculty	(72,161)	
Department of Social Sciences - Criminal Justice Faculty	(59,500)	
School of Business - Faculty	<u>(85,000)</u>	
<b>Fiscal Year Budget Increase Requests Sub-total:</b>	<b>(425,221)</b>	<b>1,572,836</b>
Mandatory Pay Raise Costs:		
Mercer Scale Cost for Step Movement	(76,036)	
- Chargeback Revenue - Mandatory Pay Raise Costs-Mercer Scale	26,248	
- Chargeback Expense - Mandatory Pay Raise Costs-Mercer Scale	(5,291)	
Faculty Promotions	<u>(67,670)</u>	
<b>Mandatory Pay Raise Costs Sub-total:</b>	<b>(122,749)</b>	<b>1,450,087</b>
Graduate Program Faculty:		
	<u>(11,414)</u>	
<b>Graduate Program Faculty Sub-total:</b>	<b>(11,414)</b>	<b>1,438,673</b>

	<u>Budget Effect</u>	<u>Running Total</u>
PEIA Rate Increase:		
Rate increase to Employer Paid Premiums	(94,982)	
-Chargeback Revenue - Active Employee PEIA Rate Increase	14,895	
-Chargeback Expense - Active Employee PEIA Rate Increase	<u>(750)</u>	
<b>PEIA Rate Increase Sub-total:</b>	<b>(80,837)</b>	<b>1,357,836</b>
Annual Increment:		
Increment Increase	(21,180)	
-Chargeback Revenue - Annual Increment	3,093	
-Chargeback Expense - Annual Increment	<u>(385)</u>	
<b>Annual Increment Sub-total:</b>	<b>(18,472)</b>	<b>1,339,364</b>
Phased Retirement:		
Phased Retirement Cost Estimate (Savings)	<u>34,126</u>	
<b>Phased Retirement Sub-total:</b>	<b>34,126</b>	<b>1,373,490</b>
Office Administrator-Sr.		
Moving from Indirect funding 000673 - Shriver (898000-103500)	(29,307)	
-Chargeback Revenue-Office Administrator-Sr.	<u>24,088</u>	
<b>Office Administrator-Sr. Sub-total:</b>	<b>(5,219)</b>	<b>1,368,271</b>
Assessment for Instructional Costs:		
Reduction to Expense for Instructional Costs	<u>200,000</u>	
<b>Assessment for Instructional Costs Sub-total:</b>	<b>200,000</b>	<b>1,568,271</b>
Utility Fee Increases:		
Other - HVAC Maintenance	(14,590)	
-Chargeback Revenue - HVAC Maintenance	<u>4,237</u>	
<b>Utility Fee Increases Sub-total:</b>	<b>(10,353)</b>	<b>1,557,918</b>
Custodial Costs:		
Increase to Custodial Budget	(26,903)	
-Chargeback Revenue - Custodial Costs	<u>8,893</u>	
<b>Custodial Costs Sub-total:</b>	<b>(18,009)</b>	<b>1,539,909</b>
Annual BRIM Premium (Decrease to Expense)	1,938	
-Chargeback Revenue - Brim Premium (Reduction to Revenue)	<u>(669)</u>	
<b>Annual BRIM Premium Sub-total:</b>	<b>1,269</b>	<b>1,541,178</b>
Collection Costs:		
	<u>(5,000)</u>	
<b>Collection Costs Sub-total:</b>	<b>(5,000)</b>	<b>1,536,178</b>
Tuition Waiver Costs:		
Full Ride Scholarships (McClain - Year 4)	(8,112)	
Promise Beyond Scholarships	(80,000)	
Presidential Promise Beyond Scholarships	(20,000)	
Graduate School Waivers	(50,000)	
Athletic Waivers	<u>(20,000)</u>	
<b>Tuition Waiver Costs Sub-total:</b>	<b>(178,112)</b>	<b>1,358,066</b>
SEOG & Federal Work Study:		
SEOG Matching Contributions	2,728	
FWS Matching Contributions	<u>(5,425)</u>	
<b>SEOG &amp; Federal Work Study Sub-total:</b>	<b>(2,697)</b>	<b>1,355,369</b>
BOG Retreat:		
	<u>(10,000)</u>	
<b>BOG Retreat Sub-total:</b>	<b>(10,000)</b>	<b>1,345,369</b>
Enrollment Services Scanning Cost Projections - FY 2013	(7,000)	
-Chargeback Revenue - E.S. Scanning Costs	<u>2,416</u>	
<b>Enrollment Services Scanning Cost Projections Sub-total:</b>	<b>(4,584)</b>	<b>1,340,785</b>
Budget Changes Resulting from PC&TC Updates:		
-Chargeback Expense - Tutoring Services (Additional Stipend)	(18,194)	
-Chargeback Expense - Dean Regional Academics (Promotion of an existing position)	<u>(7,474)</u>	
<b>Budget Changes Resulting from PC&amp;TC Updates Sub-total:</b>	<b>(25,668)</b>	<b>1,315,118</b>
<b>PERMANENT BUDGET ADJUSTMENTS SECTION SUB-TOTAL:</b>	<b>(585,623)</b>	<b>1,315,118</b>

	Budget Effect	Running Total	
<b>PROPOSED CHARGEBACK AGREEMENT UPDATES:</b>			
Business Office:			
Removal of Business Office Staff from the Institutional Chargeback Rate to 20%			
-Chargeback Revenue - Reduction for Position 00006 (E. Porto)	(23,536)		
-Chargeback Revenue - Reduction for Position 00022 (T. Winston)	<u>(7,698)</u>		
<b>Chargeback Agreement - Business Office Sub-total:</b>	<b>(31,234)</b>	<b>1,283,883</b>	
Academic Area Services:			
Removal of Organizations from Instructional Chargeback			
-Chargeback Revenue (Reduction to Revenue)	(316,559)		
-Chargeback Expense (Reduction to Expense)	<u>205,804</u>		
<b>Chargeback Agreement - Academic Area Services Sub-total:</b>	<b>(110,755)</b>	<b>1,173,129</b>	
Teaching Excellence Office:			
Removal of Teaching Excellence Staff from Chargeback			
-Chargeback Revenue - Reduction for Position 000545 (B. Fallon)	(30,697)		
-Chargeback Revenue - Reduction for Position 000782 (S. Glasscock)	(16,496)		
-Chargeback Revenue - Reduction for Position T00100 (Pooled)	(1,266)		
-Chargeback Revenue - Operating Budget Org 210100 (Reduction to Revenue)	<u>(15,460)</u>		
<b>Chargeback Agreement - Teaching Excellence Office Sub-total:</b>	<b>(63,919)</b>	<b>1,109,210</b>	
Information Technology Office:			
Removal of Information Technology Staff from Chargeback			
-Chargeback Revenue - Reduction for Position 000704 (P. Wilkins)	<u>(37,307)</u>		
<b>Chargeback Agreement - Information Technology Office Sub-total:</b>	<b>(37,307)</b>	<b>1,071,903</b>	
Admissions Office:			
University Position Updates and Additions - (Net increase to expense)	(55,182)		
-Chargeback Revenue - University Position Updates and Additions (Net Reduction to Revenue)	<u>(69,316)</u>		
<b>Chargeback Agreement - Admissions Office Sub-total:</b>	<b>(124,498)</b>	<b>947,405</b>	
Enrollment Services:			
Removal of Sr. V.P. of Enrollment Services from Chargeback			
-Chargeback Revenue - Reduction for Position 000811 (Reduction to Revenue)	<u>(54,252)</u>		
<b>Chargeback Agreement - Enrollment Services Sub-total:</b>	<b>(54,252)</b>	<b>893,153</b>	
<b>PROPOSED CHARGEBACK AGREEMENT UPDATES SECTION SUB-TOTAL:</b>		<b>(421,965)</b>	<b>893,153</b>
<b>FY 13 ONE-TIME BUDGETS:</b>			
One-time FY 2013 Budgets:			
One-time FY 2013 Athletic Department	(113,104)		
Feaster Center Pool/Structural Corrections	(740,000)		
Feaster Center Pool HVAC	(307,000)		
Fund Managers Plan to Spend Reserves in FY 2013	(103,427)		
Carry Over of Strategic Planning Award Spending:			
FY 2011 Awards	(385,820)		
Round 1 (\$129,136)			
Round 2 (\$256,684)			
FY 2012 Awards	(273,118)		
Spend down of Strategic Awards by June 30, 2012	250,000		
IBM Initiative - Faculty Training	(40,000)		
Presidential Inauguration	<u>(35,000)</u>		
<b>One-time FY 2013 Budgets Sub-total:</b>	<b>(1,747,469)</b>	<b>(854,316)</b>	
<b>FY 13 ONE-TIME BUDGETS SECTION SUB-TOTAL:</b>		<b>(1,747,469)</b>	<b>(854,316)</b>
<b>BALANCE</b>		<b>(854,316)</b>	
FY 2013 BEGINNING NET ASSET PROJECTION:		<b>0</b>	<b>(854,316)</b>
<b>FY 2013 BUDGET AFTER PROJECTIONS:</b>		<b>(854,316)</b>	

*FY 14 will reflect an approximate budget balance of \$893,153 once the one-time FY 13 budgets are removed. This value is shown as the running balance prior to the "FY 13 One-time Budgets" Section.*

Fairmont State University  
Budget Statement of Revenues and Expenses  
Comparison FY 2012 Current Period to FY 2013

		Budgeted FY2012 04/30/12	Budgeted FY2013 07/01/12	DIFFERENCE
<b>OPERATING REVENUE</b>	Tuition & Fees	22,919,716.00	22,934,490.00	14,774.00
	Student Activity Support Revenue	589,989.00	580,820.00	(9,169.00)
	Faculty Services Revenue	1,272,438.68	1,272,438.68	0.00
	Private Grants and Contracts	0.00	0.00	0.00
	Auxiliary enterprises revenue	0.00	0.00	0.00
	Auxiliary Fees & Debt Service Support Revenue	0.00	0.00	0.00
	Operating Costs Revenue	2,415,922.26	2,319,838.57	(96,083.69)
	Support Services Revenue	3,895,268.52	3,502,054.03	(393,214.49)
	Other Operating Revenue	359,683.00	374,947.00	15,264.00
	<b>Total:</b>	<b>31,453,017.46</b>	<b>30,984,588.28</b>	<b>(468,429.18)</b>
<b>OPERATING EXPENSE</b>	Salaries	24,234,109.74	24,764,324.00	530,214.26
	Benefits	6,218,126.10	6,397,961.00	179,834.90
	Student Financial Aid-Scholarships	2,118,727.00	1,894,339.00	(224,388.00)
	Utilities	1,749,920.25	1,749,920.25	0.00
	Supplies and Other Services	8,653,913.98	7,840,267.83	(813,646.15)
	Equipment Expense	1,350,385.94	1,029,575.70	(320,810.24)
	Loan Cancellations and write-off	0.00	0.00	0.00
	Fees retained by the Commission	185,560.00	185,560.00	0.00
	Assessment for Faculty Services	1,502,589.00	1,302,589.00	(200,000.00)
	Assessment for Support Services	376,897.02	290,965.23	(85,931.79)
	Assessment for Student Activity Costs	415,260.00	401,409.00	(13,851.00)
	Assessment for Operating Costs	194,452.15	124,690.62	(69,761.53)
	<b>Total:</b>	<b>46,999,941.18</b>	<b>45,981,601.63</b>	<b>(1,018,339.55)</b>
<b>OPERATING INCOME/LOSS</b>		<b><u>(15,546,923.72)</u></b>	<b><u>(14,997,013.35)</u></b>	<b><u>549,910.37</u></b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	State Appropriations	17,803,627.00	17,880,671.00	77,044.00
	State Fiscal Stabilization Funds	0.00	0.00	0.00
	Gifts	57,941.00	12,500.00	(45,441.00)
	Investment Income	266,166.00	266,166.00	0.00
	Loss/Gain on Disposal of Fixed Assets	0.00	0.00	0.00
	Assessment for E&G Capital & Debt Service Costs	(2,545,328.00)	(2,545,328.00)	0.00
	Reappropriated State Funding	0.00	0.00	0.00
	<b>Total:</b>	<b>15,582,406.00</b>	<b>15,614,009.00</b>	<b>31,603.00</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(468,862.89)	(298,301.00)	170,561.89
	Construction	0.00	(1,047,000.00)	(1,047,000.00)
	Transfers for Debt Service	(77,585.00)	(77,585.00)	0.00
	Transfers for Fin Aid Match	(82,229.00)	(84,926.00)	(2,697.00)
	Indirect Cost Recoveries	196,248.65	36,500.00	(159,748.65)
	Transfers to Capital Projects	0.00	0.00	0.00
	Transfers for Scholarships	(45,000.00)	0.00	45,000.00
	Transfers - Other	9.05	0.00	(9.05)
	<b>Total:</b>	<b>(477,419.19)</b>	<b>(1,471,312.00)</b>	<b>(993,892.81)</b>
<b>BUDGET BALANCE</b>		<b><u>(441,936.91)</u></b>	<b><u>(854,316.35)</u></b>	<b><u>(412,379.44)</u></b>

**Fairmont State University**  
**Unrestricted Funds**  
**OPEB Liability and Net Assets**  
**Fiscal Years 2008 through 2011, Projected 2012**

**Net Assets vs OPEB Liability**

Unrestricted Net Assets, as of June 30  
 PLUS: OPEB Liability, as of June 30  
 Total Unrestricted E&G Net Assets, June 30  
**OPEB Liability - % of Total Net Assets**

FY 2008	FY 2009	FY 2010	FY 2011	FY 2012 Projected
6,045,285	7,324,058	5,898,192	5,838,762	5,856,231
294,865	667,045	3,105,397	5,356,126	7,688,657
6,340,150	7,991,103	9,003,589	11,194,888	13,544,888
<b>4.65%</b>	<b>8.35%</b>	<b>34.49%</b>	<b>47.84%</b>	<b>56.76%</b>

The WV State Legislature has passed a bill that provides a funding plan to cover the Other Post Employment Benefits (OPEB) liability costs over 20 years. The OPEB liability will be gradually reduced on the financial statements without cost to the Institution.

**Calculation of Net Asset Reserves**

Total Unrestricted E&G Net Assets, June 30  
 Less: 15% Reserve of Unrestricted Operating Budget  
**Calculated: Excess Reserves as of June 30**  
 Less: Current Deficit Budget Condition (FY 2013)

FY 2008	FY 2009	FY 2010	FY 2011	FY 2012 Projected
6,340,150	7,991,103	9,003,589	11,194,888	13,544,888
6,151,301	6,242,844	6,061,092	7,049,991	6,897,240
188,849	1,748,259	2,942,497	4,144,897	<b>6,647,647.70</b>
				(854,316)
				<b>5,793,332</b>

**Potential Excess Reserves as of Current Operating Budget**

Total Unrestricted Net Assets as % of FY 2013 Operating Budget (\$45,981,602)

29.46%

**NOTES:**

Fiscal Year 2012 Total Unrestricted E&G Net Assets is projected as of June 30, 2012.

The 15% Reserve of Unrestricted Operating Budget is based on the operating budget established for the coming year. For fiscal year 2012, the reserve is calculated as 15% of the FY 2013 Operating Budget.

# Tab 8

**Fairmont State University  
Board of Governors  
June 21, 2012**

**Item:** 2013 Auxiliary Budget Approval

**Committee:** Committee of the Whole

**Recommended Resolution:** Resolved, that the Fairmont State University (FSU) Board of Governors approve the Auxiliary Fund Budgets for Fiscal Year 2013, and the attached update of the twenty-year budget plan for the Falcon Center.

**Staff Member:** Rick Porto

**Background:** After the Budget Committee and President's Council reviewed and packaged the budget plans for FY 2013, the Finance, Facilities, and Audit Committee has met with Administration and reviewed the budget recommendations for the 2013 fiscal year. These reviews are documented in the attached budget planning documents, and summarized in the attached budget comparison for the Auxiliary Fund.

The Auxiliary Fund Budget Plan for fiscal year 2013 is targeted to add to Auxiliary reserves approximately \$1,375,585. This reserve addition will be utilized in the future to help renovate/upgrade these auxiliary facilities over the next 20 years.

The Auxiliary budget for 2013 includes the following highlights:

**Revenues:**

- Three percent (3%) meal plan increase (approved at the April meeting).
- Dining net revenues are expected to grow in 2013 by \$18,395.
- Five percent (5%) increase in room rates (approved at the April meeting).
- Temporary triple beds for overflow housing demand will provide for additional housing revenue.



- Reduction to vacancy loss rate in Housing will yield additional housing revenue.
- Enrollment decline has resulted in a decrease in student fee revenues to all auxiliaries except for housing.
- Pierpont phasing out the Athletic Fee is causing a reduction in Athletic Fee Revenues.
- Providing Athletics a one-time support of \$113,104 recommended by the Finance Committee. This amount is half of the projected deficit for FY 2013.
- The Finance Committee recommends that the other portion (\$112,369) of the deficit can come from unspent FY 2012 budget in the following areas:
  - Athletic Department State Athletic Fund
  - Athletic State Supported Scholarship Funds
  - Athletic Department FSAA Funds with approval of the Foundation President
  - Use of State Funded Athletic Fund Reserves as a one-time condition
- Removal of one-time commitment of E&G funding from the 2012 budget to athletics of \$45,000.

**Expenses:**

- Addition of a new residence director position for Housing.
- Provide for mandatory (Mercer Step) pay raises in fiscal year 2013, to classified employees with less than 15 years experience.
- PEIA rate increases.
- Provide for increment pay increases (statutory requirement).
- Various operating budget adjustments.
- Utility budget adjustments.
- Custodial contract cost increase.
- Internet bandwidth expansion (half of all bandwidth is being used by students living on campus).
- Decrease to liability insurance premiums (BRIM).
- Funding of fourth year of the McClain Scholarship plan.

- Potential Bond Refunding savings.

The budgets for the auxiliary enterprise funds will be stable for 2013 as long as current enrollment levels are maintained.

The net effect of all revenue and expense activities will allow for continued investment toward the future of three of the four auxiliary enterprises.

In the near future, we will be working on a twenty-year funding master plan for Athletics and the Facilities (Parking/Security/Infrastructure) Funds and hope to see BOG approval of these Master Plans in FY 2013.

Attached please find:

- The fiscal year 2013 Auxiliary Budget Proforma.
- The fiscal year 2013 Auxiliary Beginning Budget Statement of Revenue and Expense.
- The year-end Transfer Summary and Auxiliary Capital Reserves for fiscal years 2007, 2008, 2009, 2010, 2011, 2012, and 2013 projected.
- The Falcon Center updated 20-year Master Plan.

FY 2013 BUDGET PLANNING DOCUMENT  
FAIRMONT STATE UNIVERSITY  
AUXILIARY FUNDS

Explanation of Budget Issue	Total		Housing		Facilities		Falcon Center		Athletics	
	Total Budget Effect		Housing Budget Effect		Facilities Budget Effect		Falcon Center Budget Effect		Athletics Budget Effect	
FY 2013 Budgeted Transfer to Reserves for Auxiliaries (as of April 30, 2012)	734,486		325,910		79,806		339,922		(11,152)	
Fee increase:	18,395		0		0		18,395		0	
3% Meal Plans	<u>234,690</u>		<u>234,690</u>		<u>0</u>		<u>0</u>		<u>0</u>	
5% Housing	253,085		234,690		0		18,395		0	
Fee Increase Sub-total:			90,705		0		0		0	
Temporary Housing			123,014		0		0		0	
Change in Vacancy Loss Rate										
Enrollment Growth										
Fairmont	(98,724)		0		(21,004)		(37,590)		(40,130)	
Pierpont	<u>(91,743)</u>		<u>0</u>		<u>22,944</u>		<u>13,575</u>		<u>(128,262)</u>	
Enrollment Growth Sub-total:	(190,467)		0		1,940		(24,015)		(168,392)	
One-time Athletic Department Support (From E & G Funding)	113,104		0		0		0		113,104	
Removal of One-time Athletic Scholarship Support FY 2012 (From E & G Funding)	(45,000)		0		0		0		(45,000)	
New Residence Life Position	(39,060)		(39,060)		0		0		0	
Mercer Scale Cost for Step Movement	(7,210)		(2,692)		(3,666)		(852)		0	
PEIA Rate Increase:	(6,534)		(1,912)		(1,508)		(2,377)		(737)	
Increment Increase	(1,510)		(300)		(240)		(660)		(310)	
Net Operating Budget Adjustment	(19,070)		(13,700)		(5,370)		0		0	
Utility Fee Increases:										
Natural Gas	(7,500)		(7,500)		0		0		0	
Electric	(19,000)		(19,000)		0		0		0	
Water & Sewage	(12,000)		(12,000)		0		0		0	
Other - HVAC	<u>(4,525)</u>		<u>(2,594)</u>		<u>0</u>		<u>(1,931)</u>		<u>0</u>	
Utility Fee Increases Sub-total:	(43,025)		(41,094)		0		(30,564)		0	
Custodial Costs	(64,613)		(34,049)		0		0		0	
Internet Bandwidth Expansion	(61,200)		(61,200)		0		0		0	
Annual BRIM Premium (Decrease to Expense)	1,158		662		84		294		118	
Auxiliary Scholarships (4th Year McClain)	(21,552)		(10,776)		0		(10,776)		0	
Potential Bond Refunding Savings	446,906		189,449		85,338		172,119		0	
FY 2013 Net Budget of Transfers to Reserves for Auxiliaries	1,263,216		759,647		156,383		459,555		(112,369)	
<b>FY2013 Projected Budget Total of Transfer to Reserves for Auxiliaries</b>	<b><u>1,263,216</u></b>		<b><u>759,647</u></b>		<b><u>156,383</u></b>		<b><u>459,555</u></b>		<b><u>(112,369)</u></b>	

\* 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.

**AUXILIARY**  
**Budget Statement of Revenues and Expenses**  
**Comparison FY 2012 Current Period to FY 2013**

		<b>Budgeted FY2012 04/30/12</b>	<b>Budgeted FY2013 07/01/12</b>	<b>DIFFERENCE</b>
<b>OPERATING REVENUE</b>	Tuition and Fees	0.00	0.00	0.00
	Auxiliary enterprises revenue	5,890,149.16	6,356,953.38	466,804.22
	Auxiliary Support Services Revenue	5,060,347.00	4,869,880.00	(190,467.00)
	Other Operating Revenue	312,438.00	312,438.00	0.00
	<b>Total:</b>	<b>11,262,934.16</b>	<b>11,539,271.38</b>	<b>276,337.22</b>
<b>OPERATING EXPENSE</b>	Salaries	2,385,203.00	2,424,398.00	39,195.00
	Benefits	586,678.00	590,920.00	4,242.00
	Student Financial Aid-Scholarships	528,228.00	549,780.00	21,552.00
	Utilities	853,995.58	855,913.58	1,918.00
	Supplies and Other Services	2,285,567.77	2,308,971.30	23,403.53
	Equipment Expense	104,361.00	67,506.00	(36,855.00)
	Loan Cancellations and write-off	1,131.00	1,131.00	0.00
	Assessment for Support Services	0.00	0.00	0.00
	Assessment for Auxiliary Fees & Debt Service	0.00	0.00	0.00
	<b>Total:</b>	<b>6,745,164.35</b>	<b>6,798,619.88</b>	<b>53,455.53</b>
<b>OPERATING INCOME/LOSS</b>		<b><u>4,517,769.81</u></b>	<b><u>4,740,651.50</u></b>	<b><u>222,881.69</u></b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	Gifts	0.00	0.00	0.00
	Interest on capital asset related debt	(100,472.60)	(100,472.60)	0.00
	<b>Total:</b>	<b>(100,472.60)</b>	<b>(100,472.60)</b>	<b>0.00</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(116,654.00)	(212,711.65)	(96,057.65)
	Construction	0.00	0.00	0.00
	Transfers for Debt Service	(3,607,732.50)	(3,160,826.71)	446,905.79
	Transfers for Fin Aid Match	(3,425.00)	(3,425.00)	0.00
	Transfers to Reserves	(734,485.71)	(1,375,584.54)	(641,098.83)
	Transfer for Scholarships	45,000.00	0.00	(45,000.00)
	Transfers - Other	0.00	0.00	0.00
	<b>Total:</b>	<b>(4,417,297.21)</b>	<b>(4,752,547.90)</b>	<b>(335,250.69)</b>
<b>BUDGET BALANCE</b>		<b><u>0.00</u></b>	<b><u>(112,369.00)</u></b>	<b><u>(112,369.00)</u></b>

Year End Transfers Summary  
 Auxiliary Capital Reserves  
 Fiscal Years 2007, 2008, 2009, 2010, 2011, 2012 and 2013

AUXILIARY FUNDS

Auxiliary Reserves - Projections	FUND	FY 2011		FY 2012		FY 2012		FY 2013		FY 2013		Projected Balance at June 30, 2013
		Ending Balance	Capital Projects	Budgeted Transfer	Projected Balance at June 30, 2012	Budgeted Transfer	Budgeted Transfer	Budgeted Transfer	Capital Projects	Projected Balance at June 30, 2013		
Housing Auxiliary Reserve	290690	2,397,569.34	223,260.00	346,147.00	2,526,956.34	714,424.00	54,777.00	3,193,103.34				
Falcon Center Auxiliary Reserve	310290	2,324,046.96	131,642.99	339,922.31	2,535,326.28	459,555.17	274,654.18	2,723,227.27				
Athletic Facilities	330090	472,258.33	51,468.14	44,113.00	467,067.05	0.00	25,000.00	442,067.05				
Facilities Fee - Auxiliary Reserve	370190	868,803.29	50,000.00	79,805.98	899,566.29	156,382.61	50,000.00	1,005,948.90				
		6,062,677.92	456,371.13	809,988.29	6,428,915.96	1,330,361.78	404,431.18	7,364,346.56				

Note: Projected Ending Balances include interest estimates not detailed above.

Auxiliary Reserves	FUND	FY2007 TRANSFER	FY 2008 TRANSFER	FY2009 TRANSFER	FY2010 TRANSFER	FY2011 TRANSFER	FY2012 Budgeted Transfer	FY2013 Budgeted Transfer
<b>Year End Transfer Amounts - from operating</b>								
Housing Auxiliary Reserve	290690	530,000.00	616,000.00	490,000.00	370,000.00	420,000.00	346,147.00	714,424.00
Falcon Center Auxiliary Reserve	310290	90,000.00	188,000.00	320,000.00	450,000.00	500,000.00	339,922.31	459,555.17
Athletic Facilities	330090	225,000.00	94,000.00	110,000.00	80,000.00	120,000.00	44,113.00	25,000.00
Facilities Fee - Auxiliary Reserve	370190	70,000.00	13,000.00	190,000.00	220,000.00	190,000.00	79,805.98	156,382.61
		915,000.00	911,000.00	1,110,000.00	1,120,000.00	1,230,000.00	809,988.29	1,330,361.78

Auxiliary Reserves	FUND	FY2007	FY2008	FY2009	FY2010	FY2011
<b>Year End Balances - after above transfers</b>						
Housing Auxiliary Reserve	290690	1,193,772.88	1,611,670.76	1,924,872.74	2,245,842.65	2,397,569.34
Falcon Center Auxiliary Reserve	310290	616,935.36	916,730.33	1,303,993.89	1,773,282.48	2,324,046.96
Athletic Facilities	330090	255,047.14	360,112.19	276,241.44	357,863.93	472,258.33
Facilities Fee - Auxiliary Reserve	370190	389,201.27	398,454.73	562,431.54	726,719.95	868,803.29
		2,454,956.65	3,286,968.01	4,067,539.61	5,103,709.01	6,062,677.92

**Falcon Center 20 Year Master Plan**  
**Updated for FY13**  
**(Including Updated Facilities Capital and Repair and**  
**Replacement Estimates)**

Assumptions for Falcon Center 20 Year Budget Projection – FY13 Update

- Food Service/Dining Revenue is based upon current operations and expected returns and incremented by historical Consumer Price Index trends. This is a 68.89% increase in revenue from 2013 to 2033. Fee schedule utilizes revenue projection percentage increases from the study.
- Bookstore revenue assumes a 1% increase each year. This is a 22.02% increase from 2013 to 2033.
- Bookstore rent, student fees and other operating revenues show no increase.
- Labor has a projected increase of 2.3% for the first two of every three years, beginning in 2014.
- Operating Expense is projected to increase 2% each year.
- Debt Service payments have been updated for amount due after refunding of the bonds has been completed. They are not reduced by any interest earnings in the bond fund that may be available to pay. Due to the economy, these earnings have not been significant.
- Turf Lease payments are projected for the full 20 years due to assumption of replacement. This represents half of the annual payment amount. The Athletics budget covers the other half of the payment.
- Interest is modestly projected at \$3,000. We have received \$2,896.76 to date for FY12.
- Project cost estimates are listed based on projections of when equipment needs replacement and building related maintenance will need to occur. (See attached)
- Both Fairmont State and Pierpont students pay the Falcon Center Operating Fee for any class on the main campus (same rates) and all increases to this fee.
- Both Fairmont State and Pierpont students pay the same meal plan rates (who are required to have a meal plan) and all increases to this fee.

Fairmont State University  
Falcon Center Financial Analysis  
20 Year Budget Projection

	2012	2013	2014	2015	2016	2017	2018
Food Service/Dining	820,000.00	838,395.00	846,807.00	939,393.00	973,274.00	984,157.00	1,031,349.00
Bookstore	400,000.00	400,000.00	404,000.00	408,040.00	412,120.40	416,241.60	420,404.02
Bookstore Rental	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
<b>Subtotal</b>	<b>1,280,000.00</b>	<b>1,298,395.00</b>	<b>1,310,807.00</b>	<b>1,407,433.00</b>	<b>1,445,394.40</b>	<b>1,460,398.60</b>	<b>1,511,753.02</b>
Falcon Center Operations Fee	1,181,335.00	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00
Falcon Center Building Fee	1,136,273.00	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00
Other Operating Revenue	461,754.00	461,754.00	461,754.00	461,754.00	461,754.00	461,754.00	461,754.00
<b>Falcon Center Revenue Total</b>	<b>2,779,362.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>
<b>Total Revenue</b>	<b>4,059,362.00</b>	<b>4,053,742.00</b>	<b>4,066,154.00</b>	<b>4,162,780.00</b>	<b>4,200,741.40</b>	<b>4,215,745.60</b>	<b>4,267,100.02</b>
Falcon Center	948,380.00	955,076.00	977,042.75	999,514.73	999,514.73	1,022,503.57	1,046,021.15
<b>Falcon Center Labor Total</b>	<b>948,380.00</b>	<b>955,076.00</b>	<b>977,042.75</b>	<b>999,514.73</b>	<b>999,514.73</b>	<b>1,022,503.57</b>	<b>1,046,021.15</b>
<b>Total Labor</b>	<b>948,380.00</b>	<b>955,076.00</b>	<b>977,042.75</b>	<b>999,514.73</b>	<b>999,514.73</b>	<b>1,022,503.57</b>	<b>1,046,021.15</b>
Falcon Center	1,172,586.19	1,212,756.00	1,237,011.12	1,261,751.34	1,286,986.37	1,312,726.10	1,338,980.62
<b>Falcon Center Operating Total</b>	<b>1,172,586.19</b>	<b>1,212,756.00</b>	<b>1,237,011.12</b>	<b>1,261,751.34</b>	<b>1,286,986.37</b>	<b>1,312,726.10</b>	<b>1,338,980.62</b>
<b>Total Operating</b>	<b>1,172,586.19</b>	<b>1,212,756.00</b>	<b>1,237,011.12</b>	<b>1,261,751.34</b>	<b>1,286,986.37</b>	<b>1,312,726.10</b>	<b>1,338,980.62</b>
<b>Total Expenses</b>	<b>2,120,966.19</b>	<b>2,167,832.00</b>	<b>2,214,053.87</b>	<b>2,261,266.07</b>	<b>2,286,501.10</b>	<b>2,335,229.67</b>	<b>2,385,001.77</b>
<b>Net Total Revenue</b>	<b>1,938,395.81</b>	<b>1,885,910.00</b>	<b>1,852,100.13</b>	<b>1,901,513.93</b>	<b>1,914,240.30</b>	<b>1,880,515.94</b>	<b>1,882,098.25</b>
Debt Service Payment	1,548,237.50	1,376,118.52	1,374,035.89	1,375,174.15	1,375,174.15	1,374,035.89	1,374,921.20
Annual Lease Payment - Turf	50,236.00	50,236.31	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00
Transfers To Reserves	339,922.31	459,555.17	427,828.24	476,103.78	488,830.15	456,244.05	456,941.05
<b>Net Revenue - after Debt Payment &amp; Transfers to Reserves</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Bookstore Escalator	1.02	1	1.01	1.01	1.01	1.01	1.01
Revenue Escalator - Operations Fee	1	1	1	1	1	1	1
Labor Escalator	1	1	1.023	1.023	1.023	1.023	1.023
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
<b>Beginning Cash Balance - Reserves</b>	<b>2,324,046.96</b>	<b>2,535,326.28</b>	<b>2,723,227.27</b>	<b>2,937,665.15</b>	<b>3,073,635.35</b>	<b>3,431,195.85</b>	<b>3,820,343.44</b>
Interest	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Transfers In - Reserves	339,922.31	459,555.17	427,828.24	476,103.78	488,830.15	456,244.05	456,941.05
Less - Projects	(131,642.99)	(274,654.18)	(216,390.36)	(343,133.58)	(134,269.65)	(70,096.46)	(150,352.68)
<b>Ending Cash Balance - Reserves</b>	<b>2,535,326.28</b>	<b>2,723,227.27</b>	<b>2,937,665.15</b>	<b>3,073,635.35</b>	<b>3,431,195.85</b>	<b>3,820,343.44</b>	<b>4,129,931.80</b>
<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	
Student Recreation Center (Building Fee) - cap	110.00	110.00	110.00	110.00	110.00	110.00	110.00
Student Recreation Center (Building Fee) - per credit hour	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Student Activity Operations - cap	113.00	113.00	113.00	113.00	113.00	113.00	113.00
Student Activity Operations - per credit hour	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Meal Plan Escalator	1.03	1.03	1.02	1.03	1.03	1.02	1.03
15 meals per week (+65 points)	1,593.00	1,640.00	1,672.00	1,722.00	1,773.00	1,808.00	1,862.00
19 meals per week (+75 points)	1,744.00	1,796.00	1,831.00	1,885.00	1,941.00	1,979.00	2,038.00
15 meals per week (+150 points)	1,676.00	1,726.00	1,760.00	1,812.00	1,866.00	1,903.00	1,960.00
12 meals per week (+225 points)	1,616.00	1,664.00	1,697.00	1,747.00	1,799.00	1,834.00	1,889.00



Fairmont State University  
Falcon Center Financial Analysis  
20 Year Budget Projection

	2019	2020	2021	2022	2023	2024	2025
Food Service/Dining	1,100,115.00	1,097,065.00	1,078,328.00	1,161,841.00	1,189,825.00	1,244,513.00	1,314,616.00
Bookstore	424,608.06	428,854.14	433,142.68	437,474.11	441,848.85	446,267.34	450,730.01
Bookstore Rental	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
<b>Subtotal</b>	<b>1,584,723.06</b>	<b>1,585,919.14</b>	<b>1,571,470.68</b>	<b>1,659,315.11</b>	<b>1,691,673.85</b>	<b>1,750,780.34</b>	<b>1,825,346.01</b>
Falcon Center Operations Fee	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00
Falcon Center Building Fee	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00
Other Operating Revenue	461,754.00	461,754.00	461,754.00	461,754.00	461,754.00	461,754.00	461,754.00
<b>Falcon Center Revenue Total</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>
<b>Total Revenue</b>	<b>4,340,070.06</b>	<b>4,341,266.14</b>	<b>4,326,817.68</b>	<b>4,414,662.11</b>	<b>4,447,020.85</b>	<b>4,506,127.34</b>	<b>4,580,693.01</b>
Falcon Center	1,046,021.15	1,070,079.64	1,094,691.47	1,094,691.47	1,119,869.37	1,145,626.37	1,145,626.37
<b>Falcon Center Labor Total</b>	<b>1,046,021.15</b>	<b>1,070,079.64</b>	<b>1,094,691.47</b>	<b>1,094,691.47</b>	<b>1,119,869.37</b>	<b>1,145,626.37</b>	<b>1,145,626.37</b>
<b>Total Labor</b>	<b>1,046,021.15</b>	<b>1,070,079.64</b>	<b>1,094,691.47</b>	<b>1,094,691.47</b>	<b>1,119,869.37</b>	<b>1,145,626.37</b>	<b>1,145,626.37</b>
Falcon Center	1,365,760.23	1,393,075.44	1,420,936.94	1,449,355.68	1,478,342.80	1,507,909.65	1,538,067.85
<b>Falcon Center Operating Total</b>	<b>1,365,760.23</b>	<b>1,393,075.44</b>	<b>1,420,936.94</b>	<b>1,449,355.68</b>	<b>1,478,342.80</b>	<b>1,507,909.65</b>	<b>1,538,067.85</b>
<b>Total Operating</b>	<b>1,365,760.23</b>	<b>1,393,075.44</b>	<b>1,420,936.94</b>	<b>1,449,355.68</b>	<b>1,478,342.80</b>	<b>1,507,909.65</b>	<b>1,538,067.85</b>
<b>Total Expenses</b>	<b>2,411,781.38</b>	<b>2,463,155.07</b>	<b>2,515,628.41</b>	<b>2,544,047.15</b>	<b>2,598,212.17</b>	<b>2,653,536.02</b>	<b>2,683,694.22</b>
<b>Net Total Revenue</b>	<b>1,928,288.68</b>	<b>1,878,111.07</b>	<b>1,811,189.27</b>	<b>1,870,614.96</b>	<b>1,848,808.68</b>	<b>1,852,591.32</b>	<b>1,896,998.80</b>
Debt Service Payment	1,374,541.78	1,376,059.46	1,374,541.78	1,374,546.53	1,373,756.07	1,373,914.16	1,375,748.02
Annual Lease Payment - Turf	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00
Transfers To Reserves	503,510.90	451,815.61	386,411.49	445,832.43	424,816.61	428,441.16	471,014.78
<b>Net Revenue - after Debt Payment &amp; Transfers to Reserves</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Bookstore Escalator	1.01	1.01	1.01	1.01	1.01	1.01	1.01
Revenue Escalator - Operations Fee	1	1	1	1	1	1	1
Labor Escalator	1	1.023	1.023	1.023	1.023	1.023	1
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
<b>Beginning Cash Balance - Reserves</b>	<b>4,129,931.80</b>	<b>4,535,242.74</b>	<b>4,192,125.01</b>	<b>4,435,740.92</b>	<b>4,748,228.48</b>	<b>4,989,159.78</b>	<b>5,115,088.62</b>
Interest	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Transfers In - Reserves	503,510.90	451,815.61	386,411.49	445,832.43	424,816.61	428,441.16	471,014.78
Less - Projects	(101,199.96)	(797,933.34)	(145,795.58)	(136,344.86)	(186,885.31)	(305,512.32)	(1,426,610.22)
<b>Ending Cash Balance - Reserves</b>	<b>4,535,242.74</b>	<b>4,192,125.01</b>	<b>4,435,740.92</b>	<b>4,748,228.48</b>	<b>4,989,159.78</b>	<b>5,115,088.62</b>	<b>4,162,493.17</b>
Student Recreation Center (Building Fee) - cap	110.00	110.00	110.00	110.00	110.00	110.00	110.00
Student Recreation Center (Building Fee) - per credit hour	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Student Activity Operations - cap	113.00	113.00	113.00	113.00	113.00	113.00	113.00
Student Activity Operations - per credit hour	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Meal Plan Escalator	1.03	1.02	1.03	1.03	1.02	1.03	1.03
15 meals per week (+65 points)	1,917.00	1,955.00	2,013.00	2,073.00	2,114.00	2,177.00	2,242.00
19 meals per week (+75 points)	2,099.00	2,140.00	2,204.00	2,270.00	2,315.00	2,384.00	2,455.00
15 meals per week (+150 points)	2,018.00	2,058.00	2,119.00	2,182.00	2,225.00	2,291.00	2,359.00
12 meals per week (+225 points)	1,945.00	1,983.00	2,042.00	2,103.00	2,145.00	2,209.00	2,275.00

Fairmont State University  
Falcon Center Financial Analysis  
20 Year Budget Projection

	2026	2027	2028	2029	2030	2031	2032	2033
Food Service/Dining	1,238,254.00	1,328,944.00	1,288,666.00	1,344,505.00	1,370,463.00	1,419,124.00	1,385,029.00	1,415,934.00
Bookstore	455,237.31	459,789.69	464,387.58	469,031.46	473,721.77	478,458.99	483,243.58	488,076.02
Bookstore Rental	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
<b>Subtotal</b>	<b>1,753,491.31</b>	<b>1,848,733.69</b>	<b>1,813,053.58</b>	<b>1,873,536.46</b>	<b>1,904,184.77</b>	<b>1,957,582.99</b>	<b>1,928,272.58</b>	<b>1,964,010.02</b>
Falcon Center Operations Fee	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00	1,169,166.00
Falcon Center Building Fee	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00	1,124,427.00
Other Operating Revenue	461,754.00	461,754.00	461,754.00	461,754.00	461,754.00	461,754.00	461,754.00	461,754.00
<b>Falcon Center Revenue Total</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>	<b>2,755,347.00</b>
<b>Total Revenue</b>	<b>4,508,838.31</b>	<b>4,604,080.69</b>	<b>4,568,400.58</b>	<b>4,628,883.46</b>	<b>4,659,531.77</b>	<b>4,712,929.99</b>	<b>4,683,619.58</b>	<b>4,719,357.02</b>
Falcon Center	1,171,975.78	1,198,931.22	1,198,931.22	1,226,506.64	1,254,716.29	1,254,716.29	1,283,574.76	1,313,096.98
<b>Falcon Center Labor Total</b>	<b>1,171,975.78</b>	<b>1,198,931.22</b>	<b>1,198,931.22</b>	<b>1,226,506.64</b>	<b>1,254,716.29</b>	<b>1,254,716.29</b>	<b>1,283,574.76</b>	<b>1,313,096.98</b>
<b>Total Labor</b>	<b>1,171,975.78</b>	<b>1,198,931.22</b>	<b>1,198,931.22</b>	<b>1,226,506.64</b>	<b>1,254,716.29</b>	<b>1,254,716.29</b>	<b>1,283,574.76</b>	<b>1,313,096.98</b>
Falcon Center	1,568,829.20	1,600,205.79	1,632,209.90	1,664,854.10	1,698,151.18	1,732,114.21	1,766,756.49	1,802,091.62
<b>Falcon Center Operating Total</b>	<b>1,568,829.20</b>	<b>1,600,205.79</b>	<b>1,632,209.90</b>	<b>1,664,854.10</b>	<b>1,698,151.18</b>	<b>1,732,114.21</b>	<b>1,766,756.49</b>	<b>1,802,091.62</b>
<b>Total Operating</b>	<b>1,568,829.20</b>	<b>1,600,205.79</b>	<b>1,632,209.90</b>	<b>1,664,854.10</b>	<b>1,698,151.18</b>	<b>1,732,114.21</b>	<b>1,766,756.49</b>	<b>1,802,091.62</b>
<b>Total Expenses</b>	<b>2,740,804.98</b>	<b>2,799,137.01</b>	<b>2,831,141.12</b>	<b>2,891,360.74</b>	<b>2,952,867.47</b>	<b>2,986,830.50</b>	<b>3,050,331.25</b>	<b>3,115,188.60</b>
<b>Net Total Revenue</b>	<b>1,768,033.33</b>	<b>1,804,943.68</b>	<b>1,737,259.46</b>	<b>1,737,522.72</b>	<b>1,706,664.30</b>	<b>1,726,099.49</b>	<b>1,633,288.33</b>	<b>1,604,168.41</b>
Debt Service Payment	1,375,608.90	1,373,433.56	1,376,026.26	1,374,002.69	1,373,370.33	1,374,002.69	1,375,773.31	
Annual Lease Payment - Turf	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00	50,236.00	50,237.00	50,237.00
Transfers To Reserves	342,188.43	381,274.12	310,997.20	313,284.03	283,057.97	301,860.80	207,278.02	1,553,931.41
<b>Net Revenue - after Debt Payment &amp; Transfers to Reserves</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Bookstore Escalator	1.01	1.01	1.01	1.01	1.01	1.01	1.01	1.01
Revenue Escalator - Operations Fee	1	1	1	1	1	1	1	1
Labor Escalator	1.023	1.023	1.023	1.023	1.023	1.023	1.023	1.023
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
<b>Beginning Cash Balance - Reserves</b>	<b>4,162,493.17</b>	<b>4,144,461.39</b>	<b>4,260,647.89</b>	<b>4,338,171.64</b>	<b>4,363,675.18</b>	<b>4,270,527.44</b>	<b>4,248,397.23</b>	<b>4,458,675.25</b>
Interest	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
Transfers In - Reserves	342,188.43	381,274.12	310,997.20	313,284.03	283,057.97	301,860.80	207,278.02	1,553,931.41
Less - Projects	(363,220.22)	(268,087.62)	(236,473.45)	(290,780.49)	(379,205.71)	(326,991.01)		
<b>Ending Cash Balance - Reserves</b>	<b>4,144,461.39</b>	<b>4,260,647.89</b>	<b>4,338,171.64</b>	<b>4,363,675.18</b>	<b>4,270,527.44</b>	<b>4,248,397.23</b>	<b>4,458,675.25</b>	<b>6,015,606.66</b>
<b>Student Recreation Center (Building Fee) - cap</b>	<b>110.00</b>	<b>110.00</b>	<b>110.00</b>	<b>110.00</b>	<b>110.00</b>	<b>110.00</b>	<b>110.00</b>	<b>110.00</b>
<b>Student Recreation Center (Building Fee) - per credit hour</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>
<b>Student Activity Operations - cap</b>	<b>113.00</b>	<b>113.00</b>	<b>113.00</b>	<b>113.00</b>	<b>113.00</b>	<b>113.00</b>	<b>113.00</b>	<b>113.00</b>
<b>Student Activity Operations - per credit hour</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>
<b>Meal Plan Escalator</b>	<b>1.02</b>	<b>1.03</b>	<b>1.03</b>	<b>1.02</b>	<b>1.03</b>	<b>1.03</b>	<b>1.02</b>	<b>1.03</b>
15 meals per week (+65 points)	2,286.00	2,354.00	2,424.00	2,472.00	2,546.00	2,622.00	2,674.00	2,754.00
19 meals per week (+75 points)	2,504.00	2,579.00	2,656.00	2,709.00	2,790.00	2,873.00	2,930.00	3,017.00
15 meals per week (+150 points)	2,406.00	2,478.00	2,552.00	2,603.00	2,681.00	2,761.00	2,816.00	2,900.00
12 meals per week (+225 points)	2,320.00	2,389.00	2,460.00	2,509.00	2,584.00	2,661.00	2,714.00	2,795.00

Falcon Center Project Cost Estimates	Inflation Rate	Projects not yet completed - Budgeted					Completed							
		2012 1	2013 2	2014 3	2015 4	2016 5	2017 6	2018 7	2019 8	2020 9	2021 10			
Building & Work Item	2011 Estimated Cost of Work	3%	0	0	0	0	0	0	0	0	0	0	0	0
<b>Falcon Center Capital Projects</b>														
Roof	475,380.00													
Patio water Sealant	75,060.00													100,874.36
Pool Equipment	75,000.00				86,945.56									
Pool Resurface	15,000.00													20,158.75
HVAC Equipment	100,000.00													
Fabric Ducts	85,000.00		90,176.50											
Hood Exhaust Fans	15,000.00													20,158.75
Rubber Flooring	156,000.00													209,650.96
Sound System	50,000.00													
Carpet - Dining Area	72,222.00	47,617.24									91,488.67			
Carpet - Other Areas	54,444.00													73,168.18
Bookstore Carpet	8,167.00													10,975.77
Elevator Upgrade	75,000.00													
2nd Passenger Elevator	75,000.00				86,945.56									
Painting of Building	229,000.00													307,756.85
<b>Total</b>	<b>1,560,273.00</b>	<b>47,617.24</b>	<b>90,176.50</b>	<b>0.00</b>	<b>173,891.11</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>91,488.67</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>742,743.61</b>	<b>20,763.51</b>
<b>Ongoing Repair and Replacement</b>														
Cleaning of Glass windows	15,000.00	17,096.02											19,001.55	
9 Flat screen TV's for fitness room (each)	900.00		8,593.29											10,885.72
New Fitness room equipment	400,000.00		40,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
New Spin bikes (each)	3,500.00		11,473.63	3,939.28	4,057.46	4,179.18	4,304.56	4,433.70	4,566.71	4,703.71	4,837.82	4,975.93	5,118.04	5,265.15
Replace BB hoops (each)	10,000.00		21,854.54	22,510.18		23,881.05								
Replace lifeguard stands (each)	3,500.00		7,426.30								8,609.12			
Replace pool furniture	12,000.00													
*Replacement of folding chairs (each)	40.00		8,363.60	4,370.91	4,502.04	4,637.10	4,776.21	4,919.50	5,067.08	5,219.09	5,375.67	5,537.25	5,698.84	5,865.42
*Replacement of folding rack for chairs (each)	500.00		1,030.00	1,092.73	1,159.27	1,229.87	1,304.77	1,384.67	1,464.57	1,544.47	1,624.37	1,704.27	1,784.17	1,864.07
*Replacement of folding tables (each)	80.00		1,672.72	874.18	900.41	927.42	955.24	983.90	1,013.42	1,043.82	1,075.13	1,105.55	1,136.97	1,168.39
*Replacement of staging/stairs	77,600.00													
Replace Wash/Dryer	6,500.00		6,895.85										8,234.01	
Replace 8 POS systems (each)	3,000.00		17,995.92	6,556.36	6,753.05	6,953.74	7,154.43	7,355.12	7,555.81	7,756.50	7,957.19	8,157.88	8,358.57	8,559.26
Replace 5 DCT readers (each)	1,785.00		9,752.59	9,752.59	9,752.59	9,752.59	9,752.59	9,752.59	9,752.59	9,752.59	9,752.59	9,752.59	9,752.59	9,752.59
Relace 3 ID camera's (each)	1,100.00		3,606.00	3,606.00	3,606.00	3,606.00	3,606.00	3,606.00	3,606.00	3,606.00	3,606.00	3,606.00	3,606.00	3,606.00
Replace 3 ID printers (each)	6,000.00		13,112.72	13,112.72	13,112.72	13,112.72	13,112.72	13,112.72	13,112.72	13,112.72	13,112.72	13,112.72	13,112.72	13,112.72
Replace 3 ID system computers (each)	1,200.00		1,311.27	1,311.27	1,311.27	1,311.27	1,311.27	1,311.27	1,311.27	1,311.27	1,311.27	1,311.27	1,311.27	1,311.27
Replace 10 Vending machine readers (each)	1,000.00			2,185.45	2,185.45	2,185.45	2,185.45	2,185.45	2,185.45	2,185.45	2,185.45	2,185.45	2,185.45	2,185.45
Patio Furniture	40,000.00		43,709.08											
Replace Gym Floor covers (tiles w/cart)-CB	20,000.00													
Replace Gym Floor covers (tiles w/cart)-Gym 1	22,273.48													
Nickel Area Furniture	90,000.00				101,295.79									
Conference Area Furniture	62,000.00													
Board Room Furniture	20,000.00													
Dining Room Furniture (150 tables/600 chairs)	70,000.00			76,490.89										
Security Cameras for Building	50,000.00		51,500.00											
Student Lounge Furniture		24,788.00												
Custodial Equipment		10,144.87												
Custodial Equipment		12,995.86												
Falcon Gym 1&2 Repair		19,001.00												
Colebank Hall Painting and Signage		20,358.01												
<b>Total</b>	<b>938,336.49</b>	<b>84,025.75</b>	<b>184,477.68</b>	<b>216,390.36</b>	<b>169,242.47</b>	<b>134,269.65</b>	<b>70,096.46</b>	<b>58,864.01</b>	<b>101,199.96</b>	<b>55,189.73</b>	<b>125,032.07</b>	<b>145,795.58</b>	<b>797,933.34</b>	<b>145,795.58</b>
<b>Grand Total</b>	<b>2,498,609.49</b>	<b>131,642.99</b>	<b>274,654.18</b>	<b>216,390.36</b>	<b>343,133.58</b>	<b>134,269.65</b>	<b>70,096.46</b>	<b>150,352.68</b>	<b>101,199.96</b>	<b>797,933.34</b>	<b>125,032.07</b>	<b>145,795.58</b>	<b>797,933.34</b>	<b>145,795.58</b>

Falcon Center Project Cost Estimates		Inflation Rate										
Building & Work Item		2011	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Estimated Cost of Work		0	0	0	0	0	0	0	0	0	0	0
<b>Falcon Center Capital Projects</b>												
Roof	475,380.00					740,626.55						
Patio water Sealant	75,060.00											
Pool Equipment	75,000.00					116,847.56						
Pool Resurface	15,000.00											
HVAC Equipment	100,000.00						160,470.64	165,284.76	170,243.31	175,350.61	180,611.12	
Fabric Ducts	85,000.00											
Hood Exhaust Fans	15,000.00	21,386.41	22,028.01	22,688.85	23,369.51	24,070.60						
Rubber Flooring	156,000.00											
Sound System	50,000.00					77,898.37						
Carpet - Dining Area	72,222.00					112,519.52						
Carpet - Other Areas	54,444.00											
Bookstore Carpet	8,167.00											
Elevator Upgrade	75,000.00					116,847.56	120,352.98			135,458.34		
2nd Passenger Elevator	75,000.00											
Painting of Building	229,000.00											
<b>Total</b>	<b>1,560,273.00</b>	<b>21,386.41</b>	<b>22,028.01</b>	<b>22,688.85</b>	<b>1,188,109.07</b>	<b>304,894.22</b>	<b>165,284.76</b>	<b>170,243.31</b>	<b>175,350.61</b>	<b>316,069.47</b>	<b>0.00</b>	<b>0.00</b>
<b>Ongoing Repair and Replacement</b>												
Cleaning of Glass windows	15,000.00							24,070.60				
9 Flat screen TV's for fitness room (each)	900.00								13,789.71			
New Fitness room equipment	400,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
New Spin bikes (each)	3,500.00	4,844.82	4,990.16	5,139.87	5,294.06	5,452.89	5,616.47	5,784.97	5,958.52	6,137.27	6,321.39	
Replace BB hoops (each)	10,000.00		28,515.22		30,251.79		32,094.13		34,048.66		36,122.22	
Replace lifeguard stands (each)	3,500.00		9,980.33					11,569.93				
Replace pool furniture	12,000.00		17,109.13									
*Replacement of folding chairs (each)	40.00	5,536.94	5,703.04	5,874.13	6,050.36	6,231.87	6,418.83	6,611.39	6,809.73	7,014.02	7,224.44	
*Replacement of folding rack for chairs (each)	500.00	1,384.23	1,468.53	1,557.97	1,647.41	1,736.85	1,826.29	1,915.73	2,005.17	2,094.61	2,184.05	
*Replacement of folding tables (each)	80.00	1,107.39	1,140.61	1,174.83	1,210.07	1,246.37	1,283.77	1,322.28	1,361.95	1,402.80	1,444.89	
*Replacement of staging/stairs	77,600.00										140,154.23	
Replace Wash/Dryer	6,500.00				9,831.83						11,739.72	
Replace 8 POS systems (each)	3,000.00		8,554.57		9,075.54	9,347.80			10,214.60	10,521.04	10,836.67	
Replace 5 DCT readers (each)	1,785.00		5,242.67		8,099.92				9,116.53			
Relace 3 ID camera's (each)	1,100.00	1,522.66	1,568.34	1,615.39	1,663.85	1,713.76	1,765.18	1,818.13	1,872.68	1,928.86	1,986.72	
Replace 3 ID printers (each)	6,000.00	8,305.40	8,554.57	8,811.20	9,075.54	9,347.80	9,628.24	9,917.09	10,214.60	10,521.04	10,836.67	
Replace 3 ID system computers (each)	1,200.00	1,661.08	1,710.91	1,760.74	1,811.57	1,863.40	1,915.23	1,967.06	2,018.89	2,070.72	2,122.55	
Replace 10 Vending machine readers (each)	1,000.00	1,384.23	1,468.53	1,552.83	1,637.13	1,721.43	1,805.73	1,890.03	1,974.33	2,058.63	2,142.93	
Patio Furniture	40,000.00		57,030.44								1,806.11	
Replace Gym Floor covers (tiles w/cart)-CB	20,000.00										36,122.22	
Replace Gym Floor covers (tiles w/cart)-Gym 1	22,273.48										40,228.38	
Nickel Area Furniture	90,000.00				136,133.08							
Conference Area Furniture	62,000.00		91,049.09									
Board Room Furniture	20,000.00		29,370.67									
Dining Room Furniture (150 tables/600 chairs)	70,000.00		102,797.36									
Security Cameras for Building	50,000.00	69,211.69										
Student Lounge Furniture												
Custodial Equipment												
Custodial Equipment												
Falcon Gym 1&2 Repair	20,358.01											
Colebank Hall Painting and Signage												
<b>Total</b>	<b>938,336.49</b>	<b>114,958.44</b>	<b>164,857.31</b>	<b>282,823.48</b>	<b>238,501.15</b>	<b>58,326.00</b>	<b>102,802.85</b>	<b>66,230.15</b>	<b>115,429.89</b>	<b>63,136.25</b>	<b>326,991.01</b>	
<b>Grand Total</b>	<b>2,498,609.49</b>	<b>136,344.86</b>	<b>186,885.31</b>	<b>305,512.32</b>	<b>1,426,610.22</b>	<b>363,220.22</b>	<b>268,087.62</b>	<b>236,473.45</b>	<b>290,780.49</b>	<b>379,205.71</b>	<b>326,991.01</b>	

# Tab 9

**Fairmont State University  
Board of Governors  
June 21, 2012**

**Item:** Housing Master Plan

**Committee:** Committee of the Whole

**Recommended Resolution:** Be it resolved, that the Fairmont State University (FSU) Board of Governors approved the Housing Master Plan – Option B, and the funding plan for same summarized in the attached document.

**Staff Member:** Rick Porto

**Background:** A contract to prepare a Housing Master Plan was awarded to Perkins Eastman who partnered with Ira Fink and Associates in October of 2010. This plan was completed and presented to Administration in November of 2011.

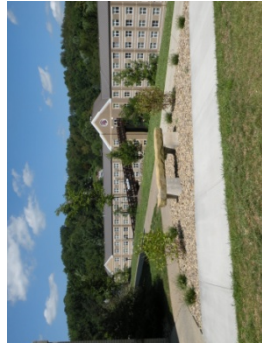
The plan provided for a Student Housing Market Analysis, an Existing Conditions Housing Facility Assessment Report, two optional project plans (A & B) with timelines, and 20-year financial plan proformas for both options.

Administration has reviewed the consultants work and have since enhanced the Option B Financial Proforma Plan (which replaces the College Park Apartments earlier in its 20-year plan).

Administration is recommending that the Housing Master Plan – Option B be the focus for University Administration for the next 20 years. The University will begin immediately upon final approval of the Higher Education Policy Commission of this Master Plan to hire architects to begin the planning phase of the new 168-bed apartment complex and the replacement of the College Park Apartments.

Each phase of the Housing Master Plan will be required to be approved by the FSU Board of Governors and all future bonding for the Housing Master Plan will require approval of the FSU Board of Governors, the Higher Education Policy Commission, and the Governor.

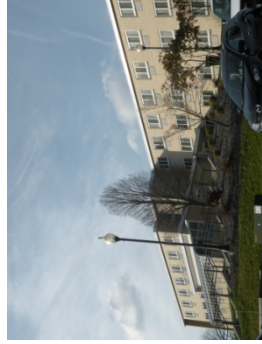
# Housing Master Plan



Bryant Place



Morrow Hall



Pence Hall



Prichard Hall



College Park

# Overall Building Score

	Bryant Place	Morrow Hall	Pence Hall	Prichard Hall	College Park Apartments (Bldgs. A-F)	College Park Apartments (Bldg. G)
Building Systems	3.3	2.5	2.8	3.0	2.2	2.2
MEP Systems	3.3	1.6	1.6	1.5	1.8	2.0
Energy Efficiency	3.8	1.8	2.6	2.6	1.4	1.4
<b>Overall</b>	<b>3.5</b>	<b>2.0</b>	<b>2.3</b>	<b>2.4</b>	<b>1.8</b>	<b>1.9</b>

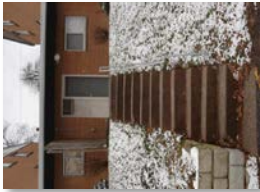




Build a 168-bed  
Apartment Complex  
in FY 2014-2015 for  
approximately \$10,583,000

# College Park A-G: Recommendations

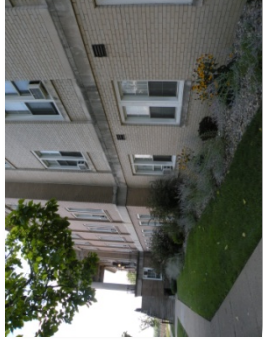
(Demolish these facilities as scheduled on page 11 of this document)



# Morrow Hall: Recommended Renovations

(Scheduled for FY 2025-2026)

- Site: Replace concrete steps and porch concrete at main entrance.
- Skin: Hire restoration consultant to examine historic masonry.
- Roof: Repair copper coping and flashing at portico.
- Windows: Replace windows.
- Interiors: Update during abatement/ major renovation period.
- HVAC: Replace at least one boiler. Replace with new system that provides integrated heating/cooling. **(REPLACED BOTH BOILERS)** ✓
- Plumbing: Replace water heaters with HE units. If renovated, replace in entirety.
- Power: Replace all branch panel boards with new panel boards.
- Lighting: Replace all existing lighting with new lighting.



# Pence Hall: Recommended Renovations

(scheduled for FY 2028-2029)

- Site: Create buffer at front of building.
- Skin: Repair water leak at front vestibule. **(IN PROCESS)** ✓  
Replace corroded steel lintels.
- Roof: Replace existing membrane roof with “white” EPDM membrane roof.
- Interiors: Renovate bathrooms; Update finishes during abatement period.
- HVAC: Replace existing packaged rooftop unit.
- Plumbing: Replace existing water heaters. If renovated consider system upgrade.
- Power: Replace older equipment with new.
- Lighting: Replace all existing lighting with new lighting.
- Fire Protection: Add fire protection system.
- Fire Alarm: Remove Notifier system and all devices. Provide new devices.



# Prichard Hall: Recommended Renovations

(scheduled for FY 2031-2032)

- Site: Address drainage issues.
- Skin: Replace corroded steel lintels with new.
- Roof: Replace existing roof with new.
- Exterior Doors: Replace few exterior doors.
- HVAC: Consider installation of corridor ventilation system.
- Plumbing: Replace water heater. If renovated replace fixtures.
- Power: Replace older equipment with new. Add distribution panels.
- Lighting: Replace all existing lighting fixtures with new fixtures.
- Fire Protection: Add fire protection system.
- Fire Alarm: Remove Notifier system and all devices. Provide new devices.



# Bryant Place: Recommended Renovations

(scheduled in the next three years to be complete)

- Site: Add additional mature landscape on western site of building.
- Skin: Repair masonry damaged. **(IN PROCESS)** ✓
- HVAC: Install snow screen to eliminate snow being drawn into ERU's. **(COMPLETED)** ✓  
Consider replacing snow melt boiler with HE boiler.
- Power: Waterproof/ repair conduits from transformer pad to eliminate water infiltration.
- Security: Replace existing camera system with new system; enhance security controls.

Monitor & Maintain this facility in current condition in this plan.



## Current Capacity – 1,060

Bryant Place:	400 beds (Suite style)
Morrow Hall:	160 beds (Double bedroom)
Prichard Hall:	150 beds (Double bedroom)
Pence Hall:	134 beds (Double bedroom)
College Park:	216 beds (1,2,3 BR apartments)

## Projected Growth

- IFA projects housing demand to increase to 1,249 beds in 2019.
  - Moderate first-time freshman enrollment increase projected.
  - Due to the various mitigating factors, IFA based the housing projection upon Historical Housing Occupancy data.



# Housing Projects Targeted in this Housing Master Plan

Project	Occupancy Date	Beds	Gross Square Footage	Building Only Construction Cost (2011 Dollars)	Construction Cost (Inflated to Date of Construction)
Single Student Shared Apartments (Locust Avenue Site)	2014-15	168 beds (42 units)	58,800	\$9,408,000	\$10,582,721
Demolish College Park Apartments	2018-19	(122 beds)	--	\$70,000	\$92,115
Single Student Shared Apartments (College Park Apartment Site)	2019-20	112 beds (28 units)	39,200	\$6,272,000	\$8,583,665
Demolish College Park Apartments	2021-22	(94 beds)	--	\$70,000	\$103,617
Single Student Shared Suite Beds (College Park Apartments Site)	2022-23	112 beds (28 units)	39,200	\$6,272,000	\$9,655,456
Renovate Morrow Hall	2025-26	143 beds	--	\$5,991,800	\$10,375,859
Renovate Pence Hall	2028-29	124 beds	--	\$3,733,400	\$7,272,292
Renovate Prichard Hall	2031-32	144 beds	--	\$4,045,424	\$8,864,022

# Revenue & Expense

## Operating Budget Proforma

- Summarizes Revenues, Labor, Operating, and Debt Service expenses projected from 2012-13 through 2033-34. We hope to make this proforma the future monthly and annual reporting model replacing the current model.
- This financial plan is the long term plan for funding the future new, replacement and repair needs of University Housing.
- This plan results in a projected ending balance in 2033-34 of \$8,699,123. This was purposely targeted to achieve a reserve in excess of the largest annual debt service payment created from bonding. Note: Current Housing Bonds require a debt service reserve to cover one year's principle and interest payment.
- See next page that lists the Financial Plan Assumptions.

Assumptions for Housing 20 Year Master Plan Projection – FY13 Update

- Revenues from rent were increased by 5% for FY13 and future years have been increased by percentages listed the Room Rent Revenue Plan.
- Temporary triples room revenue is budgeted for FY13, FY14, FY19, FY22, FY25 and FY28, due to the need for addition beds in those years.
- Other revenues are budgeted to remain the same for FY13 and are projected to increase at 1% for all future years.
- Vacancy Losses has been reduced to 3% of revenue, which was previously budgeted at 6%.
- FY13 labor is increased by one additional Resident Life position, Mercer step and increment increases and PEIA rate increases. Labor currently has a projected increase of 2.3% for two of every three years, beginning in 2014. FY15 labor includes and additional \$80,000 for staff to manage the 168 bed apartment complex.
- Operating expenses has a projected increase of 2% each year. FY13 includes \$61,200 increase for network bandwidth costs. FY15 includes \$200,000 to support the 168 bed apartment complex.
- A 5-year capital lease has been added for a new fire alarm system for Pence & Pritchard Halls.
- ∞ Debt Service payments have been updated for amount due after refunding of the bonds has been completed. Housing pays 100% of the 2003A bond and 59.4% of the 2002A bond.
- Interest Income is projected at \$6,500. We have received \$2,984.93 to date from the state for FY12.
- Funding for equipment replacement and purchase and minor capital projects has been added annually.
- Additional Debt Service is projected for all future projects, which include:
  - 168 bed apartment complex opening in FY15
  - Demolition of College Park buildings E, F and G in FY19
  - 112 bed apartment complex opening in FY20
  - Demolition of College Park buildings A, B, C and D in FY22
  - 112 bed apartment complex opening in FY23
  - Renovate Morrow Hall in FY25 and reopen in FY26
  - Renovate Pence Hall in FY28 and reopen in FY29
  - Renovate Pritchard Hall in FY31 and reopen in FY32

# Housing Master Plan

## Funding Model (Operating Revenue and Expenses)

from Fiscal Year 2011-12 through 2033-34

OPERATING REVENUE AND EXPENSE		2011-12	2012-13	2013-14	2014-15 Open 168 Single Stat Shared Apt Beds	2015-16	2016-17	2017-18
University Action								
No. of Suites/Units/Apts					42	--	--	--
Avg. No. of Beds/Suite/Unit					4	--	--	--
No. of New Beds					168	--	--	--
No. of Renovated Beds					--	--	--	--
Revenue	\$4,351,676	\$4,569,854	\$4,782,536	\$6,217,297	\$6,563,447	\$6,825,985	\$7,030,765	
Temporary Triples(Less Credit)		\$90,705	\$95,240					
Other Revenue	\$92,000	\$92,000	\$92,920	\$93,849	\$94,788	\$95,736	\$96,693	
Vacancy Losses	(\$261,101)	(\$137,096)	(\$143,476)	(\$186,519)	(\$196,903)	(\$204,780)	(\$210,923)	
<b>Total Revenue</b>	<b>\$4,182,575</b>	<b>\$4,615,463</b>	<b>\$4,827,220</b>	<b>\$6,124,627</b>	<b>\$6,461,332</b>	<b>\$6,716,941</b>	<b>\$6,916,535</b>	
Labor Escalator			1,023	1,000	1,023	1,023	1,000	
Labor Expense	\$656,636	\$694,456	\$710,428	\$790,428	\$808,608	\$827,206	\$827,206	
Operating Escalator			1,020	1,020	1,020	1,020	1,020	
Operating Expenses	\$1,605,415	\$1,776,432	\$1,811,961	\$2,052,200	\$2,093,244	\$2,135,109	\$2,177,811	
Capital Lease		\$45,223	\$45,223	\$45,223	\$45,223	\$45,223	\$45,223	
<b>Total Expenses</b>	<b>\$2,262,051</b>	<b>\$2,516,111</b>	<b>\$2,567,612</b>	<b>\$2,887,852</b>	<b>\$2,947,076</b>	<b>\$3,007,538</b>	<b>\$3,005,017</b>	
Net Total Revenue	\$1,920,524	\$2,099,352	\$2,259,608	\$3,236,776	\$3,514,256	\$3,709,403	\$3,911,517	
Current Debt Service Payment	\$1,574,377	\$1,384,928	\$1,385,212	\$1,386,032	\$1,384,135	\$1,385,133	\$1,384,778	
Transfer to Reserves	\$346,147	\$714,424	\$874,396	\$1,850,744	\$2,130,121	\$2,324,270	\$2,526,740	
<b>Beginning Cash Balance - Auxiliary Reserves</b>	<b>\$2,397,569</b>	<b>\$2,526,956</b>	<b>\$3,193,104</b>	<b>\$4,019,223</b>	<b>\$4,442,309</b>	<b>\$5,144,772</b>	<b>\$6,096,161</b>	
Interest Income	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	
Transfers In - Reserves	\$346,147	\$714,424	\$874,396	\$1,850,744	\$2,130,121	\$2,324,270	\$2,526,740	
Less - Projects	(\$223,260)	(\$54,777)	(\$54,777)	(\$54,777)	(\$54,777)	\$0	\$0	
<b>Ending Cash Balance - Reserve Funds</b>	<b>\$2,526,956</b>	<b>\$3,193,104</b>	<b>\$4,019,223</b>	<b>\$5,821,691</b>	<b>\$6,524,154</b>	<b>\$7,475,542</b>	<b>\$8,629,400</b>	
Additional Debt Service (E11)	--	--	--	\$1,379,382	\$1,379,382	\$1,379,382	\$1,379,382	
Maintain College Park	--	--	--	--	--	\$100,000	\$100,000	
<b>Revised Cash Balance</b>	<b>\$2,526,956</b>	<b>\$3,193,104</b>	<b>\$4,019,223</b>	<b>\$4,442,309</b>	<b>\$5,144,772</b>	<b>\$5,996,161</b>	<b>\$7,150,019</b>	
*Note - FY12-13 includes an additional \$61,200 for Networks to address the increased bandwidth used by Housing. FY14-15 includes an additional \$80,000 for Labor and \$200,000 for Operating to support the new Apartments opening that year.								



OPERATING REVENUE AND EXPENSE									
	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	
<b>University Action</b>									
No. of Suites/Units/Apts	--	--	--	--	--	--	--	--	--
Avg. No. of Beds/Suite/Unit	--	--	--	--	--	--	--	--	--
No. of New Beds	--	--	--	--	--	--	--	--	--
No. of Renovated Beds	--	--	124	--	--	144	--	--	--
Revenue	\$9,887,015	\$9,347,852	\$10,424,477	\$10,737,211	\$10,086,267	\$11,404,102	\$11,746,225	\$12,098,612	
Temporary Triples (Less Credit)		\$154,830			\$170,009				
Other Revenue	\$105,752	\$106,809	\$107,877	\$108,956	\$110,046	\$111,146	\$112,257	\$113,380	
Vacancy Losses	(\$296,610)	(\$280,436)	(\$312,734)	(\$322,116)	(\$302,588)	(\$342,123)	(\$352,387)	(\$362,958)	
<b>Total Revenue</b>	<b>\$9,696,157</b>	<b>\$9,329,056</b>	<b>\$10,219,620</b>	<b>\$10,524,051</b>	<b>\$10,063,733</b>	<b>\$11,173,125</b>	<b>\$11,506,096</b>	<b>\$11,849,034</b>	
Labor Escalator	1,000	1,023	1,023	1,000	1,023	1,023	1,000	1,023	
Labor Expense	\$948,129	\$969,936	\$992,245	\$992,245	\$1,015,067	\$1,038,413	\$1,038,413	\$1,062,297	
Operating Escalator	1,020	1,020	1,020	1,020	1,020	1,020	1,020	1,020	
Operating Expenses	\$2,602,686	\$2,654,739	\$2,707,834	\$2,761,991	\$2,817,231	\$2,873,575	\$2,931,047	\$2,989,668	
Capital Lease									
<b>Total Expenses</b>	<b>\$3,550,815</b>	<b>\$3,624,676</b>	<b>\$3,700,079</b>	<b>\$3,754,236</b>	<b>\$3,832,297</b>	<b>\$3,911,988</b>	<b>\$3,969,460</b>	<b>\$4,051,964</b>	
Net Total Revenue	\$6,145,341	\$5,704,381	\$6,519,541	\$6,769,815	\$6,231,436	\$7,261,137	\$7,536,636	\$7,797,069	
Current Debt Service Payment	\$1,383,095	\$1,385,575	\$1,383,678	\$1,384,012	\$1,384,774	\$1,384,915	\$1,384,915	\$1,384,915	
Transfer to Reserves	\$4,762,246	\$4,318,805	\$5,135,863	\$5,385,803	\$4,846,661	\$5,876,222	\$7,536,636	\$7,797,069	
<b>Beginning Cash Balance -</b>	<b>\$9,807,563</b>	<b>\$9,725,731</b>	<b>\$9,200,458</b>	<b>\$8,716,584</b>	<b>\$8,482,649</b>	<b>\$7,709,573</b>	<b>\$7,020,624</b>	<b>\$7,992,089</b>	
<b>Auxiliary Reserves</b>									
Interest Income	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	
Transfers In - Reserves	\$4,762,246	\$4,318,805	\$5,135,863	\$5,385,803	\$4,846,661	\$5,876,222	\$7,536,636	\$7,797,069	
Less - Projects	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	
<b>Ending Cash Balance -</b>	<b>\$14,476,310</b>	<b>\$13,951,037</b>	<b>\$14,242,821</b>	<b>\$14,008,887</b>	<b>\$13,235,811</b>	<b>\$13,492,295</b>	<b>\$14,463,760</b>	<b>\$15,695,658</b>	
<b>Reserve Funds</b>									
Additional Debt Service (E11)	\$4,750,578	\$4,750,578	\$5,526,238	\$5,526,238	\$5,526,238	\$6,471,671	\$6,471,671	\$6,471,671	
Maintain College Park	--	--	--	--	--	--	--	--	
<b>Revised Cash Balance</b>	<b>\$9,725,731</b>	<b>\$9,200,458</b>	<b>\$8,716,584</b>	<b>\$8,482,649</b>	<b>\$7,709,573</b>	<b>\$7,020,624</b>	<b>\$7,992,089</b>	<b>\$9,223,987</b>	

# Projected Rent Percentage Increases per Bed from 2013 through 2034

The following rent increases have been built into these revenue projections:

- Fiscal Year 2013 – 5 percent increase for the residence halls and College Park Apartments.
- Fiscal Year 2014 – 5 percent increase for residence halls and 5.5 percent for College Park Apartments, with the exception of 2 Bedroom unfurnished, which projects a 3 percent increase.
- Fiscal Year 2015 – 5 percent increase for residence halls and 6.5 percent for College Park Apartments, with the exception of 2 Bedroom unfurnished, which projects a 3 percent increase.
- Fiscal Year 2016 – 6 percent increase for residence halls, College Park and new apartments , with the exception of 2 Bedroom unfurnished, which projects a 3 percent increase.
- Fiscal Year 2017 – 4 percent increase for residence halls, College Park and new apartments.

Note: The increases from fiscal year 2013 through 2017 are needed to provide for the 20-year housing master plan costs. We project that with these increases through 2017 our rent costs will be less than our closest competitors in Higher Education in West Virginia (see next slide).

- Fiscal Year 2018 and forward – all rates escalate at 3 percent per year, with the exception of 2028 and 2031, which escalate at 3.5 percent.



# Rents Compared to our Competitors

Entity	FY12	%↑	FY13	%↑	FY14	%↑
Bryant Single	\$4,688.00		\$4,922.40	5.0%	5,168.52	5.0%
Bryant Double	\$3,956.00		\$4,153.80	5.0%	4,361.49	5.0%
<b>Total BP Rev</b>						
College Park 1 Bedroom	\$5,982.00		\$6,281.10	5.0%	6,626.56	5.5%
College Park 2 Bedroom Unfurn.	\$4,570.00		\$4,798.50	5.0%	4,942.46	3.0%
College Park 2 Bedroom Furn.	\$4,910.00		\$5,155.50	5.0%	5,439.05	5.5%
College Park 3 Bedroom	\$4,572.00		\$4,800.60	5.0%	5,064.63	5.5%
<b>Total CP Rev</b>						
<b>Morrow</b>	<b>\$3,478.00</b>		<b>\$3,651.90</b>	<b>5.0%</b>	<b>3,834.50</b>	<b>5.0%</b>
<b>Pence</b>	<b>\$3,478.00</b>		<b>\$3,651.90</b>	<b>5.0%</b>	<b>3,834.50</b>	<b>5.0%</b>
<b>Prichard</b>	<b>\$3,478.00</b>		<b>\$3,651.90</b>	<b>5.0%</b>	<b>3,834.50</b>	<b>5.0%</b>

Competitors*	FY12	%↑	FY13	%↑	FY14	%↑
Single Suites						
WVU	\$5,810.00		\$5,984.30	3.0%	\$6,163.83	3.0%
Marshall	\$7,496.00		\$7,720.88	3.0%	\$7,952.51	3.0%
Shepherd	\$7,654.00		\$7,883.62	3.0%	\$8,120.13	3.0%
Double Suites						
WVU	\$4,938.00		\$5,086.14	3.0%	\$5,238.72	3.0%
Marshall	\$5,616.00		\$5,784.48	3.0%	\$5,958.01	3.0%
Shepherd	\$5,102.00		\$5,255.06	3.0%	\$5,412.71	3.0%
Falcon Crest 1 Bedroom	\$7,020.00		\$7,230.60	3.0%	\$7,447.52	3.0%
Falcon Crest 2 Bedroom Unfurn.	\$4,800.00		\$4,944.00	3.0%	\$5,092.32	3.0%
Traditional Halls						
WVU	\$4,426.00		\$4,558.78	3.0%	\$4,695.54	3.0%
Marshall	\$4,792.00		\$4,935.76	3.0%	\$5,083.83	3.0%
Shepherd	\$4,432.00		\$4,564.96	3.0%	\$4,701.91	3.0%

Entity	FY15	%↑	FY16	%↑	FY17	%↑
Bryant Single	\$5,426.95	5.0%	\$5,752.56	6.0%	\$5,982.67	4.0%
Bryant Double	\$4,579.56	5.0%	\$4,854.34	6.0%	\$5,048.51	4.0%
<b>Total BP Rev</b>						
College Park 1 Bedroom	\$7,057.29	6.5%	\$7,480.72	6.0%	\$7,779.95	4.0%
College Park 2 Bedroom Unfurn.	\$5,090.73	3.0%	\$5,243.45	3.0%	\$5,453.19	4.0%
College Park 2 Bedroom Furn.	\$5,792.59	6.5%	\$6,140.15	6.0%	\$6,385.75	4.0%
College Park 3 Bedroom	\$5,393.83	6.5%	\$5,717.46	6.0%	\$5,946.16	4.0%
<b>Total CP Rev</b>						
<b>Morrow</b>	<b>\$4,026.22</b>	<b>5.0%</b>	<b>\$4,267.79</b>	<b>6.0%</b>	<b>\$4,438.50</b>	<b>4.0%</b>
<b>Pence</b>	<b>\$4,026.22</b>	<b>5.0%</b>	<b>\$4,267.79</b>	<b>6.0%</b>	<b>\$4,438.50</b>	<b>4.0%</b>
<b>Prichard</b>	<b>\$4,026.22</b>	<b>5.0%</b>	<b>\$4,267.79</b>	<b>6.0%</b>	<b>\$4,438.50</b>	<b>4.0%</b>

Competitors*	FY15	%↑	FY16	%↑	FY17	%↑
Single Suites						
WVU	\$6,348.74	3.0%	\$6,539.21	3.0%	\$6,735.38	3.0%
Marshall	\$8,191.08	3.0%	\$8,436.81	3.0%	\$8,689.92	3.0%
Shepherd	\$8,363.73	3.0%	\$8,614.64	3.0%	\$8,873.08	3.0%
Double Suites						
WVU	\$5,395.89	3.0%	\$5,557.76	3.0%	\$5,724.50	3.0%
Marshall	\$6,136.75	3.0%	\$6,320.86	3.0%	\$6,510.48	3.0%
Shepherd	\$5,575.09	3.0%	\$5,742.35	3.0%	\$5,914.62	3.0%
Falcon Crest 1 Bedroom	\$7,670.94	3.0%	\$7,901.07	3.0%	\$8,138.10	3.0%
Falcon Crest 2 Bedroom Unfurn.	\$5,245.09	3.0%	\$5,402.44	3.0%	\$5,564.52	3.0%
Traditional Halls						
WVU	\$4,836.41	3.0%	\$4,981.50	3.0%	\$5,130.95	3.0%
Marshall	\$5,236.35	3.0%	\$5,393.44	3.0%	\$5,555.24	3.0%
Shepherd	\$4,842.97	3.0%	\$4,988.26	3.0%	\$5,137.90	3.0%

# Housing Master Plan

Room Rent Revenue Plan  
Fiscal Years 2011-12 through 2033-34

ROOM RENT REVENUE PLAN		2011-12	2012-13	2013-14	2014-15 Open 168 Single Stat Shared Apt Beds	2015-16	2016-17	2017-18
University Action								
No. of Suites/Units/Apts					42	--	--	--
Avg. No. of Beds/Suites/Unit					4	--	--	--
No. of New Beds					168	--	--	--
No. of Renovated Beds					--	--	--	--
<b>Number of Beds</b>								
Bryant Place (single)	240	240	240	240	240	240	240	240
Bryant Place (double)	160	160	160	160	160	160	160	160
Morrow Hall	163	163	163	163	163	163	163	163
Pence Hall	142	142	142	142	142	142	142	142
Prichard Hall	150	150	150	150	150	150	150	150
College Park (1 BR unfurnished)	7	7	7	7	7	7	7	7
College Park (2 BR unfurnished)	176	176	176	176	176	176	176	176
College Park (2 BR furnished)	28	28	28	28	28	28	28	28
College Park (3 BR furnished)	6	6	6	6	6	6	6	6
New Apartment Beds	--	--	--	168	168	168	168	168
New Suite Beds	--	--	--	--	--	--	--	--
<b>Total Number of Beds</b>	<b>1,072</b>	<b>1,072</b>	<b>1,072</b>	<b>1,240</b>	<b>1,240</b>	<b>1,240</b>	<b>1,240</b>	<b>1,240</b>
<b>Revenue per Bed</b>								
Inflation		1,050	1,050	1,050	1,050	1,060	1,040	1,030
Bryant Place (single)	\$4,688	\$4,922	\$5,168	\$5,427	\$5,752	\$5,982	\$5,982	\$6,162
Bryant Place (double)	\$3,956	\$4,156	\$4,364	\$4,582	\$4,857	\$5,051	\$5,203	\$5,203
Morrow Hall	\$3,478	\$3,652	\$3,835	\$4,026	\$4,268	\$4,439	\$4,439	\$4,572
Pence Hall	\$3,478	\$3,652	\$3,835	\$4,026	\$4,268	\$4,439	\$4,439	\$4,572
Prichard Hall	\$3,478	\$3,652	\$3,835	\$4,026	\$4,268	\$4,439	\$4,439	\$4,572
Inflation			1,055	1,065	1,060	1,040	1,030	
College Park (1 BR unfurnished)	\$5,982	\$6,282	\$6,628	\$7,058	\$7,482	\$7,781	\$7,781	\$8,014
College Park (2 BR unfurnished)	\$4,570	\$4,800	\$4,944	\$5,092	\$5,245	\$5,455	\$5,455	\$5,619
College Park (2 BR furnished)	\$4,910	\$5,156	\$5,440	\$5,793	\$6,141	\$6,386	\$6,386	\$6,578
College Park (3 BR furnished)	\$4,572	\$4,802	\$5,066	\$5,395	\$5,719	\$5,948	\$5,948	\$6,126
New Apartment Beds				\$7,200	\$7,632	\$7,937	\$7,937	\$8,175
New Suite Beds				--	--	--	--	--
<b>Total Revenue</b>	<b>\$4,351,676</b>	<b>\$4,569,854</b>	<b>\$4,782,536</b>	<b>\$6,217,297</b>	<b>\$6,563,447</b>	<b>\$6,825,985</b>	<b>\$6,825,985</b>	<b>\$7,030,765</b>

<b>University Action</b>	<b>2018-19 Demolish College Park E, F, G (122 Beds)</b>	<b>2019-20 Open 112 Single Stat Shared Apt Beds</b>	<b>2020-21</b>	<b>2021-22 Demolish College Park A, B, C, D (94 Beds)</b>	<b>2022-23 Open 112 Single Stat Shared Apt Beds</b>	<b>2023-24</b>	<b>2024-25 Close Morrow Hall</b>	<b>2025-26 Open Renovated Morrow Hall</b>
No. of Suites/Units/Apts	--	28	--	--	28	--	--	--
Avg. No. of Beds/Suites/Unit	--	4	--	--	4	--	--	--
No. of New Beds	--	112	--	--	112	--	--	--
No. of Renovated Beds	--	--	--	--	--	--	--	143
<b>Number of Beds</b>								
Bryant Place (single)	240	240	240	240	240	240	240	240
Bryant Place (double)	160	160	160	160	160	160	160	160
Morrow Hall	163	163	163	163	163	163	--	143
Pence Hall	142	142	142	142	142	142	142	142
Prichard Hall	150	150	150	150	150	150	150	150
College Park (1 BR unfurnished)	4	4	4	--	--	--	--	--
College Park (2 BR unfurnished)	63	63	63	--	--	--	--	--
College Park (2 BR furnished)	28	28	28	--	--	--	--	--
College Park (3 BR furnished)	--	--	--	--	--	--	--	--
New Apartment Beds	168	280	280	280	392	392	392	392
New Suite Beds	--	--	--	--	--	--	--	--
<b>Total Number of Beds</b>	<b>1,118</b>	<b>1,230</b>	<b>1,230</b>	<b>1,135</b>	<b>1,247</b>	<b>1,247</b>	<b>1,084</b>	<b>1,227</b>
<b>Revenue per Bed</b>								
Inflation	1.030	1.030	1.030	1.030	1.030	1.030	1.040	1.030
Bryant Place (single)	\$6,346	\$6,537	\$6,733	\$6,935	\$7,143	\$7,357	\$7,652	\$7,881
Bryant Place (double)	\$5,359	\$5,520	\$5,685	\$5,856	\$6,031	\$6,212	\$6,461	\$6,655
Morrow Hall	\$4,709	\$4,850	\$4,996	\$5,146	\$5,300	\$5,459	\$5,677	\$5,848
Pence Hall	\$4,709	\$4,850	\$4,996	\$5,146	\$5,300	\$5,459	\$5,677	\$5,848
Prichard Hall	\$4,709	\$4,850	\$4,996	\$5,146	\$5,300	\$5,459	\$5,677	\$5,848
Inflation	1.030	1.030	1.030	1.030	1.030	1.030	1.040	1.030
College Park (1 BR unfurnished)	\$8,255	\$8,503	\$8,758	\$9,020	\$9,291	\$9,570	\$9,953	\$10,251
College Park (2 BR unfurnished)	\$5,787	\$5,961	\$6,140	\$6,324	\$6,513	\$6,709	\$6,977	\$7,186
College Park (2 BR furnished)	\$6,775	\$6,979	\$7,188	\$7,404	\$7,626	\$7,854	\$8,169	\$8,414
College Park (3 BR furnished)	\$6,310	\$6,499	\$6,694	\$6,895	\$7,102	\$7,315	\$7,608	\$7,836
New Apartment Beds	\$8,421	\$8,673	\$8,933	\$9,201	\$9,478	\$9,762	\$10,152	\$10,457
New Suite Beds	--	--	--	--	--	--	--	--
<b>Total Revenue</b>	<b>\$6,525,120</b>	<b>\$7,692,281</b>	<b>\$7,923,050</b>	<b>\$7,518,966</b>	<b>\$8,806,018</b>	<b>\$9,070,198</b>	<b>\$8,507,605</b>	<b>\$9,599,044</b>

<i>University Action</i>	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
No. of Suites/Units/Apts	--	--	--	--	--	--	--	--
Avg. No. of Beds/Suites/Unit	--	--	--	--	--	--	--	--
No. of New Beds	--	--	--	--	--	--	--	--
No. of Renovated Beds	--	--	124	--	--	144	--	--
<b>Number of Beds</b>								
Bryant Place (single)	240	240	240	240	240	240	240	240
Bryant Place (double)	160	160	160	160	160	160	160	160
Morrow Hall	143	143	143	143	143	143	143	143
Pence Hall	142	--	124	124	124	124	124	124
Prichard Hall	150	150	150	150	--	144	144	144
College Park (1 BR unfurnished)	--	--	--	--	--	--	--	--
College Park (2 BR unfurnished)	--	--	--	--	--	--	--	--
College Park (2 BR furnished)	--	--	--	--	--	--	--	--
College Park (3 BR furnished)	--	--	--	--	--	--	--	--
New Apartment Beds	392	392	392	392	392	392	392	392
New Suite Beds	--	--	--	--	--	--	--	--
<b>Total Number of Beds</b>	<b>1,227</b>	<b>1,085</b>	<b>1,209</b>	<b>1,209</b>	<b>1,059</b>	<b>1,203</b>	<b>1,203</b>	<b>1,203</b>
<b>Revenue per Bed</b>								
Inflation	1.030	1.035	1.030	1.030	1.035	1.030	1.030	1.030
Bryant Place (single)	\$8,118	\$8,402	\$8,654	\$8,913	\$9,225	\$9,502	\$9,787	\$10,081
Bryant Place (double)	\$6,854	\$7,094	\$7,307	\$7,526	\$7,790	\$8,023	\$8,264	\$8,512
Morrow Hall	\$6,023	\$6,234	\$6,421	\$6,614	\$6,845	\$7,050	\$7,262	\$7,480
Pence Hall	\$6,023	\$6,234	\$6,421	\$6,614	\$6,845	\$7,050	\$7,262	\$7,480
Prichard Hall	\$6,023	\$6,234	\$6,421	\$6,614	\$6,845	\$7,050	\$7,262	\$7,480
Inflation	1.030	1.035	1.030	1.030	1.035	1.030	1.030	1.030
College Park (1 BR unfurnished)	\$10,559	\$10,928	\$11,256	\$11,594	\$11,999	\$12,359	\$12,730	\$13,112
College Park (2 BR unfurnished)	\$7,402	\$7,661	\$7,891	\$8,128	\$8,412	\$8,665	\$8,925	\$9,192
College Park (2 BR furnished)	\$8,666	\$8,969	\$9,238	\$9,516	\$9,849	\$10,144	\$10,448	\$10,762
College Park (3 BR furnished)	\$8,071	\$8,354	\$8,604	\$8,862	\$9,172	\$9,448	\$9,731	\$10,023
New Apartment Beds	\$10,771	\$11,148	\$11,482	\$11,826	\$12,240	\$12,608	\$12,986	\$13,375
New Suite Beds	--	--	--	--	--	--	--	--
<b>Total Revenue</b>	<b>\$9,887,015</b>	<b>\$9,347,852</b>	<b>\$10,424,477</b>	<b>\$10,737,211</b>	<b>\$10,086,267</b>	<b>\$11,404,102</b>	<b>\$11,746,225</b>	<b>\$12,098,612</b>

The primary objective of this Master Plan was not to require major enrollment growth to occupy new beds. If this occurs and more growth drives more demand for student housing there will be a future adjustment to this Master Plan. The primary objective was modest growth in beds and a genuine focus on renovation of the older dormitories and replacement of the College Park Apartments.



The Housing Master Plan study did evaluate the demand for student housing from both Fairmont and Pierpont students. However, the new bed demand projections are much higher than the new beds planned in the 20-year Master Plan. (It will not be the plan to depend on Pierpont students living in new beds created in this Master Plan). New bonding will be the responsibility of the University.

# College Park Apartments

- Must be addressed as early as possible in this Master Plan
- We should move quickly to plan the new 168-bed apartment complex and make decisions with architects and engineers where best to locate this complex
- We should bond for, build, and occupy this facility
- We should plan **now** for the demolition of ½ of the College Park units and the building of 112 replacement bed apartments
- We should also plan **now** for the second phase of this complex to be replaced
- It is recommended that we choose one architectural firm or a design build firm to plan all of these new/replacement facilities
- This start of this project is important to show our commitment and to gain momentum

# We wish to modernize Morrow, Pence, & Prichard Hall

- We wish to assure these three facilities include all of the life safety features of Bryant Place.
- We wish to assure access to all floors of these buildings (ADA Compliant) – new elevators
- Replace mechanical, HVAC, lighting, & plumbing systems
- Replace windows
- Replace restrooms and showers with up-to-date facilities
- Abate hazardous material from these older facilities

Funding these projects is very much possible over the next twenty (20) years. The goal for the twenty-year funding model is to make sure it provides the guide to help us get to the end result. This funding model will need to be revised as each fiscal year comes and goes.

The prize this Master Plan should bring is constant future attention to our housing facilities and the plan to continually review, and renovate to allow these facilities to never again become the next generations problem.

# Tab 10

Fairmont State University  
Board of Governors  
June 21, 2012

**ITEM:** FY 2013 Chargeback Agreement

**COMMITTEE:** Finance Committee

**RECOMMENDED RESOLUTION:** Be it resolved, that the FSU Board of Governors approve the chargeback agreement for fiscal year 2013 and the estimated chargeback budget for same.

**STAFF MEMBER:** Rick Porto

**BACKGROUND:** Changes in chargeback budget values for each institution due to adjustments to the agreement and a change in the FTE enrollment allocation percentage assigned to both institutions are included in the 2013 agreement attached.

**Legal authority for Chargeback Agreement:**

**§18B-3C-12. Relationship between independent community and technical colleges and former sponsoring institutions.**

(a) *Intent and purposes.* --

(1) It is the intent of the Legislature to establish community and technical colleges in every region of the state that meet the essential conditions of section three of this article and focus on achieving established state goals and objectives.

**(2) This section defines the relationship between a community and technical college which was administratively linked to a sponsoring institution prior to the first day of July, two thousand eight.**

**(b) Where an independent community and technical college was linked administratively to a sponsoring state college or university,, or was designated as a regional campus or a division of another accredited state institution of higher education, prior to the first day of July, two thousand eight the following conditions apply:**

(1) The community and technical college shall be accredited separately from the former sponsoring institution;

**(2) All state funding allocations for the community and technical college shall be transferred directly to the community and technical college.**

**(3) The former sponsoring institution and the community and technical college shall agree to the fees the former sponsoring institution may charge for administrative overhead costs.**

**(A) The fee schedule model agreed to by the institutions shall delineate services to be provided and the fees to be charged to the community and technical colleges for the services;**

**(B) The fee schedule shall be based upon the reasonable and customary fee for any service, shall bear a rational relationship to the cost of providing the service.**

**(C) Any contract between a community and technical college and its former sponsoring institution related to provision of services pursuant to subsection (c) of this section in effect on the first day of July, two thousand eight, shall continue in effect until the first day of July, two thousand nine, unless amended or revoked before that date by mutual agreement of the contracting parties.**

**(D) The former sponsoring institution shall continue to provide services pursuant to subsection (c) of this section as the governing board of the community and technical college considers appropriate under a negotiated contractual arrangement until the first day of July, two thousand eleven or the governing boards of both institutions mutually agree to end the contract arrangement.**

**(4) An independent community and technical college and the institution from which it obtains services may customize the fee schedule model to fit their needs.**

**(5) Policies shall be formally established to ensure the separation of academic and faculty personnel policies of the community and technical college from those of the former sponsoring institution. These policies include, but are not limited to, appointment, promotion, workload and, if appropriate, tenure; and**

**(c) The former sponsoring institution which was administratively linked to a community and technical college prior to the first day of July, two thousand eight, shall provide the following services subject to the provisions of subsection (b) of this section:**

**(1) Personnel management;**

**(2) Recordkeeping;**

**(3) Payroll;**



- (4) Accounting;**
- (5) Legal services;**
- (6) Registration;**
- (7) Student aid;**
- (8) Student records; and**

**(9) Any other services determined to be necessary and appropriate by the board of governors of the former sponsoring institution and the board of governors of the community and technical college.**

**(d) Any disputes between an independent community and technical college and its former sponsoring institution, regarding their respective rights and responsibilities under this chapter of the code, which cannot be resolved by the governing boards, shall be resolved as follows:**

**(1) The matters in dispute shall be summarized in writing and submitted to the chancellors jointly for resolution;**

**(2) If the matters in dispute cannot be resolved by the chancellors within thirty days, they shall be submitted to the Council and Commission for resolution;**

**(3) If the Commission and Council jointly cannot reach a resolution following their first regularly scheduled meeting or within sixty days, whichever is sooner, the chairpersons of the Commission and Council respectively shall establish a three-person panel to hear the matters and issue a decision within thirty days:**

**(A) The three-person panel is comprised of one person appointed by the chairperson of the Commission, one person appointed by the chairperson of the Council, and one person appointed jointly by the two chairpersons.**

**(B) The decision rendered by the three-person panel is binding on the governing boards, Commission and Council, and may not be challenged in the courts of this state.**

**(e) The governing board of the community and technical college and the Council are responsible for the development of the community and technical college and for compliance with the essential conditions, all as required by this article.**

**(f) The president of the community and technical college has such responsibilities, powers and duties in the development of the community and technical college and**

in compliance with the essential conditions, as directed by the governing board or as are necessary for the proper implementation of the provisions of this act.

**(g) Notwithstanding any other provision of this code to the contrary, the Commission shall take necessary steps to ensure that institutional bonded indebtedness is secure and that each community and technical college assumes its fair share of any institutional debt acquired while it was part of the baccalaureate institution.**

**(h) The community and technical college is encouraged to secure academic services from the former sponsoring institution when it is in their best interests and beneficial to the students to be served. In determining whether or not to secure services from the former sponsoring institution, the community and technical college shall consider the following:**

- (1) The cost of the academic services;**
- (2) The quality of the academic services;**
- (3) The availability, both as to time and place, of the academic services; and**

**(4) Such other considerations as the community and technical college finds appropriate taking into account the best interests of the students to be served, the community and technical college, and the former sponsoring institution. Nothing in this article prohibits any state institution of higher education from purchasing or brokering remedial or developmental courses from a community and technical college.**

## **Chargeback Agreement for Fiscal Year 2013**

Fairmont State University (FSU)  
Pierpont Community & Technical College (PIERPONT)

Accounting for both the FSU and PIERPONT will be on an independent profit model basis, and financial records will be maintained on a stand-alone basis. This document is intended to establish the contractual services which will be provided by both institutions. Chargeback services will occur from each institution to the other. Thus contract services will be provided by PIERPONT to FSU and FSU to PIERPONT. The definition of Chargeback services is services from one institution to the other and/or services provided from the Administrative, Academic Support, Student Service, and Physical Plant support areas of the University to the Community and Technical College and vice versa. Chargeback services costs range from the collection of fees for the payment of debt and operating expenses, to teaching services, to the everyday upkeep of the facilities so that both the University and Community and Technical College students enjoy and take advantage of both academic learning, student services, and student activities offered by Fairmont State University and Pierpont Community and Technical College for its student bodies.

### **Revenues:**

- R.1.0.** All tuition revenues will be posted to the institution in which the student is enrolled.
- R.1.1.** Required Auxiliary, Capital, and Student Activity Fee revenues will be recorded as revenues to the institution in which the student is enrolled. Under this contract agreement all (100%) of these revenues will be transferred as an expense to the Capital, Auxiliary, and Student Activity Funds from which the Operating, Capital, and Debt Service Expenditures are paid. Most of these fees are pledged on revenue bonds and must be transferred to maintain compliance with bond covenants.
- R.1.2.** User fees collected from students of either institution will be deposited directly to the appropriate auxiliary revenue account, and not recorded as revenues by separate institutions. Examples of this type of revenue are parking, books, meals, rent, etc...
- R.1.3.** Grant revenues will be deposited in the institutions fund to which the grant was awarded.
- R.1.4.** Student payments made via lockbox, web, etc. will be deposited to the four-year clearing fund and will be moved daily to the appropriate operating state fund for each institution.
- R.1.5** Interest income will be allocated by HEPC to both institutions based on current allocation methods.

## **Expenditures:**

**E. 1.0.** Direct expenditures will be assigned directly to either FSU or PIERPONT.

**E. 1.1** Full and part-time faculty personnel services and fringe benefit expenditures will be paid from the institution where they are employed.

**E. 1.1a.** Teaching service expenses will be charged back from one institution to the other based on the number of credit hours taught. This chargeback process has been automated for instructional salary and benefit costs. The software reviews the faculty member, their salary and benefit costs, courses taught, the student being taught, and the number of student credit hours being taught. The result is a report on each faculty member (full or part-time) indicating the charge and chargeback values allocated to each institution for the credit hours taught to both PIERPONT and FSU students. The teaching chargeback services calculation will be performed once each semester. If required by the State Auditor this teaching services chargeback report will be provided to substantiate the values being charged by each institution to the other.

**E. 1.2.** Support service charge back for salary and benefit costs.

The salary and benefit chargeback services from each institution to the other for Support Services will be based on the percentage of total credit hours (FTE enrollment) calculated for the PIERPONT and FSU students. When appropriate certain services may be negotiated at a different chargeback rate than the percentage of total credit hours. The total credit hour enrollment percentages will be determined based on enrollments from the prior academic year's fall and spring terms at census dates.

**Note:** Based on mutual agreement while an institutional separation plan is being developed in FY 2013 the chargeback rate (65.48% / 34.52%) in effect for FY 2012 will remain in effect as the FY 2013 chargeback rate unless negotiated at a different rate as reflected on the attached chargeback table. The 65.48/34.52 percent rates will stay in effect until all separation plans and activity is completed.

**E.1.2a.** Support service charge back for staff located in the academic schools or departments will not be charged back to the other institution in FY 2013.

**E.1.3.** Operating (Non-Labor) expenses for all support offices listed in the Support Service and Operating Cost Chargeback Table are funded based on percentages listed in this table. The organization manager of those offices has budget authority to expend against these budgets during the fiscal year. All unspent budgets at the end of each fiscal year are not carried forward to future fiscal years. Therefore, unspent budget increases the fund balance of both institutions. These fund balances are under the direct control of the respective Presidents of each institution.

**Note:** Based on mutual agreement while an institutional separation plan is being developed in FY 2013 the chargeback rate (65.48% / 34.52%) in effect for FY 2012 will remain in effect as the FY 2013 chargeback rate unless negotiated at a different rate as reflected on the attached chargeback table. The 65.48/34.52 percent rates will stay in effect until all separation plans and activity is completed.

**E.1.4.** Academic operating costs are funded directly by E&G revenues received by each institution and will not be charged back to the other institution in FY 2013.

**E.1.5.** Support staff actual liability costs.

The liability costs incurred annually from employee benefits provided to support staff, such as retiree health premiums, severance payable, etc. will be allocated to the institutions based on the percentage of total credit hours calculated for the PIERPONT and FSU students for the prior academic year's fall and spring terms at census dates unless a specific area is negotiated at another rate.

**Note:** Based on mutual agreement while an institutional separation plan is being developed in FY 2013 the chargeback rate (65.48% / 34.52%) in effect for FY 2012 will remain in effect as the FY 2013 chargeback rate unless negotiated at a different rate as reflected on the attached chargeback table. The 65.48/34.52 percent rates will stay in effect until all separation plans and activity is completed.

**E.1.6.** Support staff accrued liabilities.

Accrued liabilities (sick leave, annual leave, severance payable, etc.) required to be recorded on the financial statements annually for all support staff will be allocated to the institutions based on the percentage of total credit hours calculated for the PIERPONT and FSU students for the prior academic year's fall and spring terms at census dates unless a specific area is negotiated at another rate.

**Note:** Based on mutual agreement while an institutional separation plan is being developed in FY 2013 the chargeback rate (65.48% / 34.52%) in effect for FY 2012 will remain in effect as the FY 2013 chargeback rate unless negotiated at a different rate as reflected on the attached chargeback table. The 65.48/34.52 percent rates will stay in effect until all separation plans and activity is completed.

**E.1.6a.** PEIA retiree and severance payables in the current year.

Payout of PEIA retiree and severance costs incurred during the year will be allocated to the institutions based on percentage of total credit hours calculated for the PIERPONT and FSU students for the prior academic year's fall and spring terms at census dates unless a specific area is negotiated at another rate.

**Note:** Based on mutual agreement while an institutional separation plan is being developed in FY 2013 the chargeback rate (65.48% / 34.52%) in effect for FY 2012 will remain in effect as the FY 2013 chargeback rate unless negotiated at a different rate as

reflected on the attached chargeback table The 65.48/34.52 percent rates will stay in effect until all separation plans and activity is completed.

**E.1.7. Chargeback Table**

The attached chargeback table will be utilized for FY 2013.

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Chairperson  
Fairmont State  
Board of Governors

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Chairperson  
Pierpont Community & Technical College  
Board of Governors

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President  
Fairmont State University

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President  
Pierpont Community & Technical College

## Institutional Chargeback Allocation Detail

for: Fairmont State University and Pierpont C&TC

<u>FY 2013</u>	<u>Chargeback C&amp;TC</u>	<u>Chargeback University</u>
<b>Chargeback Allocation (From) to:</b>		
<b>Revenue:</b>		
Capital Fees	1,539,782.00	2,545,328.00
Required Auxiliary Fees	1,214,786.00	3,655,094.00
Student Services	179,411.00	401,409.00
Other (list):	0.00	0.00
<b>Total Chargeback Revenue</b>	<b>2,933,979.00</b>	<b>6,601,831.00</b>
<b>Teaching Chargeback</b>		
Instruction:		
<b>Total Teaching Chargeback</b>	<b>1,272,439.00</b>	<b>1,302,589.00</b>
<b>Support Services and Operating Chargeback Expenses:</b>		
Academic Support	817,270.17	123,177.31
Student Services	1,106,298.89	-
Operations and Maintenance of Plant	1,745,557.76	-
Institutional Support	2,170,681.40	66,628.95
Other:		
Instruction	7,284.38	225,849.59
Public Service		
Chargeback Estimate for Pay Raises	-	-
<b>Total Support Services and Operating Chargeback</b>	<b>5,847,092.60</b>	<b>415,655.85</b>
<b>Grand Total</b>	<b>10,053,510.60</b>	<b>8,320,075.85</b>

**Changes  
To  
Chargeback Agreement for Fiscal Year 2013**

**UNIVERSITY IMPACT:**

**1. Business Office:**

Removal of Business Office Staff from the Institutional Chargeback Rate to 20%	
-Chargeback Revenue - Reduction for Position 00006 (E. Porto)	(23,536)
-Chargeback Revenue - Reduction for Position 00022 (T. Winston)	<u>(7,698)</u>
<b>Chargeback Agreement - Business Office Sub-total:</b>	<b>(31,234)</b>

**2. Academic Area Services:**

Removal of Organizations from Instructional Chargeback	
-Chargeback Revenue (Reduction to Revenue)	(316,559)
-Chargeback Expense (Reduction to Expense)	<u>205,804</u>
<b>Chargeback Agreement - Academic Area Services Sub-total:</b>	<b>(110,755)</b>

**3. Teaching Excellence Office:**

Removal of Teaching Excellence Staff from Chargeback	
-Chargeback Revenue - Reduction for Position 000545 (B. Fallon)	(30,697)
-Chargeback Revenue - Reduction for Position 000782 (S. Glasscock)	(16,496)
-Chargeback Revenue - Reduction for Position T00100 (Pooled)	(1,266)
-Chargeback Revenue - Operating Budget Org 210100 (Reduction to Revenue)	<u>(15,460)</u>
<b>Chargeback Agreement - Teaching Excellence Office Sub-total:</b>	<b>(63,919)</b>

**4. Information Technology Office:**

Removal of Information Technology Staff from Chargeback	
- Chargeback Revenue - Reduction for Position 000704 (P. Wilkins)	<u>(37,307)</u>
<b>Chargeback Agreement - Information Technology Office Sub-total:</b>	<b>(37,307)</b>

**5. Admissions Office:**

* University Position Updates and Additions - (Net increase to expense)	(55,182)
-Chargeback Revenue - University Position Updates and Additions (Net Reduction to Revenue)	<u>(69,316)</u>
<b>Chargeback Agreement - Admissions Office Sub-total:</b>	<b>(124,498)</b>

**6. Enrollment Services:**

Removal of Sr. V.P. of Enrollment Services from Chargeback	
-Chargeback Revenue - Reduction for Position 000811 (Reduction to Revenue)	<u>(54,252)</u>
<b>Chargeback Agreement - Enrollment Services Sub-total:</b>	<b>(54,252)</b>

**PROPOSED CHARGEBACK AGREEMENT UPDATES-IMPACT ON THE UNIVERSITY SUB-TOTAL: (421,965)**

\* Gear-Up staff members were brought in to fill current positions as well as the addition of a new recruiter position.  
The Admissions Office now has a total of five full-time recruiters.

**PIERPONT IMPACT:**

**1. Office Administrator-Sr.**

-Chargeback Expense-Office Administrator-Sr.	(24,088)
<b>Office Administrator-Sr. Sub-total:</b>	<b>(24,088)</b>

**2. Custodial Costs:**

-Chargeback Expense - Custodial Costs	(8,893)
<b>Custodial Costs Sub-total:</b>	<b>(8,893)</b>

**3. Enrollment Services Scanning Cost Projections - FY 2013:**

-Chargeback Expense - E.S. Scanning Costs	(2,416)
<b>Enrollment Services Scanning Cost Projections Sub-total:</b>	<b>(2,416)</b>

**4. Library:**

-Chargeback Expense - Library Electronic Resources & Staff Reconfiguration	(17,260)
<b>Library Sub-total:</b>	<b>(17,260)</b>

**5. Information Technology:**

-Chargeback Expense - I.T. Operations & Licensing	(7,940)
<b>Information Technology Sub-total:</b>	<b>(7,940)</b>

**PROPOSED CHARGEBACK AGREEMENT UPDATES-IMPACT ON PIERPONT SUB-TOTAL: (60,597)**

**NET EFFECT OF PROPOSED CHARGEBACK AGREEMENT UPDATES (361,367)**

**Please Note:** At the request of Pierpont Community & Technical College, the University has agreed to place a freeze on the Average Full-Time Equivalent (FTE) chargeback percentage to stay at the 2012 FY rates of 65.48%/34.52%. Since the FTE population shift favored Pierpont in the 2012 FY, additional chargeback revenue of approximately \$200,000 would have been realized by the university in 2013.



**FY 2013 CHARGEBACK TABLE**

**as of May 23, 2012**

<b>FY</b>	<b>COA</b>	<b>ORG</b>	<b>ORG TITLE</b>	<b>OWNER</b>	<b>FUND</b>	<b>UNIV %</b>	<b>PC&amp;TC %</b>	<b>Total</b>	<b>MANAGER</b>
13	1	020500	ADA Administration	U	600009	65.48	34.52	100.00	Pammer, Andrea
13	1	020500	ADA Administration	U	800000	65.48	34.52	100.00	Pammer, Andrea
13	1	022500	Staff Development	U	600009	65.48	34.52	100.00	Porto, Rick
13	1	022500	Staff Development	U	800000	65.48	34.52	100.00	Porto, Rick
13	1	023000	Multi-Cultural Affairs	U	600009	65.48	34.52	100.00	Johnson, Quentin
13	1	023000	Multi-Cultural Affairs	U	800000	65.48	34.52	100.00	Johnson, Quentin
13	1	031011	Public Relations - Labor	U	600009	95.00	5.00	100.00	Pellegrin, Amy
13	1	031011	Public Relations - Labor	U	800000	95.00	5.00	100.00	Pellegrin, Amy
13	1	103500	Office of Grants & Contracts	U	600009	65.48	34.52	100.00	Smith, Cindy
13	1	103500	Office of Grants & Contracts	U	800000	65.48	34.52	100.00	Smith, Cindy
13	1	120000	Institutional Research - Director	U	600009	65.48	34.52	100.00	Finley, Bill
13	1	120000	Institutional Research - Director	U	800000	65.48	34.52	100.00	Finley, Bill
13	1	210700	Operations and Maintenance-MATEC	U	600009	65.48	34.52	100.00	Montgomery, Lenora
13	1	210700	Operations and Maintenance-MATEC	U	800000	65.48	34.52	100.00	Montgomery, Lenora
13	1	211000	Academic Advising Center	U	600009	65.48	34.52	100.00	Stephens, Pam
13	1	211000	Academic Advising Center	U	800000	65.48	34.52	100.00	Stephens, Pam
13	1	213000	Academic Assessment	U	600009	65.48	34.52	100.00	Lavorata, Christina
13	1	213000	Academic Assessment	U	800000	65.48	34.52	100.00	Lavorata, Christina
13	1	216000	Registrar	U	600009	65.48	34.52	100.00	Brantmayer, Evie
13	1	216000	Registrar	U	800000	65.48	34.52	100.00	Brantmayer, Evie
13	1	271000	Caperton Center-Administration	U	600009	65.48	34.52	100.00	McClure, Nancy
13	1	271000	Caperton Center-Administration	U	800000	65.48	34.52	100.00	McClure, Nancy
13	1	272000	Caperton Center - Instruction	U	600009	65.48	34.52	100.00	McClure, Nancy
13	1	272000	Caperton Center - Instruction	U	800000	65.48	34.52	100.00	McClure, Nancy
13	1	300000	Vice President - Admin and Finance	U	600009	80.00	20.00	100.00	Porto, Rick
13	1	300000	Vice President - Admin and Finance	U	800000	80.00	20.00	100.00	Porto, Rick
13	1	301000	Enrollment Services	U	600009	65.48	34.52	100.00	Johnson, Quentin
13	1	301000	Enrollment Services	U	800000	65.48	34.52	100.00	Johnson, Quentin
13	1	311000	Business Office	U	600009	65.48	34.52	100.00	Porto, Rick
13	1	311000	Business Office	U	800000	65.48	34.52	100.00	Porto, Rick
13	1	313000	Mailroom	U	600009	65.48	34.52	100.00	Montgomery, Lenora
13	1	313000	Mailroom	U	800000	65.48	34.52	100.00	Montgomery, Lenora
13	1	315000	Student Accounts	U	600009	65.48	34.52	100.00	Johnson, Quentin
13	1	315000	Student Accounts	U	800000	65.48	34.52	100.00	Johnson, Quentin
13	1	315500	General Institutional	U	600009	65.48	34.52	100.00	Porto, Rick
13	1	315500	General Institutional	U	800000	65.48	34.52	100.00	Porto, Rick
13	1	315800	Institutional Administrative Costs	U	600009	65.48	34.52	100.00	Fletcher, Carolyn
13	1	315800	Institutional Administrative Costs	U	800000	65.48	34.52	100.00	Fletcher, Carolyn
13	1	340000	Physical Plant Administration	U	600009	65.48	34.52	100.00	Montgomery, Lenora
13	1	340000	Physical Plant Administration	U	800000	65.48	34.52	100.00	Montgomery, Lenora
13	1	340008	Recycling	U	600009	65.48	34.52	100.00	Montgomery, Lenora
13	1	340008	Recycling	U	800000	65.48	34.52	100.00	Montgomery, Lenora
13	1	340500	Custodial Services	U	600009	65.48	34.52	100.00	Montgomery, Lenora
13	1	340500	Custodial Services	U	800000	65.48	34.52	100.00	Montgomery, Lenora
13	1	341200	Utilities	U	600009	65.48	34.52	100.00	Montgomery, Lenora
13	1	341200	Utilities	U	800000	65.48	34.52	100.00	Montgomery, Lenora
13	1	342500	Receiving and Storage	U	600009	65.48	34.52	100.00	Montgomery, Lenora
13	1	342500	Receiving and Storage	U	800000	65.48	34.52	100.00	Montgomery, Lenora
13	1	400000	Vice President Student Affairs	U	600009	65.48	34.52	100.00	Johnson, Quentin
13	1	400000	Vice President Student Affairs	U	800000	65.48	34.52	100.00	Johnson, Quentin
13	1	410000	Student Administration	U	600009	65.48	34.52	100.00	Johnson, Quentin
13	1	410000	Student Administration	U	800000	65.48	34.52	100.00	Johnson, Quentin
13	1	411000	Office of Admissions	U	600009	65.48	34.52	100.00	Schoonmaker, Lori
13	1	411000	Office of Admissions	U	800000	65.48	34.52	100.00	Schoonmaker, Lori
13	1	411006	Admissions - Orientation	U	600009	65.48	34.52	100.00	Schoonmaker, Lori
13	1	411006	Admissions - Orientation	U	800000	65.48	34.52	100.00	Schoonmaker, Lori
13	1	412000	Student Fin Aid Administration	U	600009	65.48	34.52	100.00	Hudok, Cynthia
13	1	412000	Student Fin Aid Administration	U	800000	65.48	34.52	100.00	Hudok, Cynthia
13	1	412500	Guidance and Counseling	U	600009	65.48	34.52	100.00	Stevens, Kathy
13	1	412500	Guidance and Counseling	U	800000	65.48	34.52	100.00	Stevens, Kathy
13	1	413000	Student Placement	U	600009	65.48	34.52	100.00	Fry, Sally
13	1	413000	Student Placement	U	800000	65.48	34.52	100.00	Fry, Sally
13	1	413500	Welcome Weekend	U	600009	65.48	34.52	100.00	Johnson, Quentin
13	1	413500	Welcome Weekend	U	800000	65.48	34.52	100.00	Johnson, Quentin

FY	COA	ORG	ORG TITLE	OWNER	FUND	UNIV %	PC&TC %	Total	MANAGER
13	1	613000	CIO - Telephone	U	600009	65.48	34.52	100.00	Tamm, David
13	1	613000	CIO - Telephone	U	800000	65.48	34.52	100.00	Tamm, David
13	1	615000	Library	U	600009	65.48	34.52	100.00	Hutchins, Thelma
13	1	615000	Library	U	800000	65.48	34.52	100.00	Hutchins, Thelma
13	1	617000	CIO - Information Technology	U	600009	65.48	34.52	100.00	Tamm, David
13	1	617000	CIO - Information Technology	U	800000	65.48	34.52	100.00	Tamm, David
13	1	617005	Business Applications	U	600009	65.48	34.52	100.00	Raisovich, Andy
13	1	617005	Business Applications	U	800000	65.48	34.52	100.00	Raisovich, Andy
13	1	617015	Solutions Center	U	600009	65.48	34.52	100.00	Raisovich, Joanie
13	1	617015	Solutions Center	U	800000	65.48	34.52	100.00	Raisovich, Joanie
13	1	617020	Networks	U	600009	65.48	34.52	100.00	Shala, Stephen
13	1	617020	Networks	U	800000	65.48	34.52	100.00	Shala, Stephen
13	1	620900	Business Office - Computer Charges	U	600009	65.48	34.52	100.00	Porto, Rick
13	1	620900	Business Office - Computer Charges	U	800000	65.48	34.52	100.00	Porto, Rick
13	1	621000	Gen Institutional-Computer Charges	U	600009	65.48	34.52	100.00	Porto, Rick
13	1	621000	Gen Institutional-Computer Charges	U	800000	65.48	34.52	100.00	Porto, Rick
13	1	711000	Off-Campus Courses - South	C	609909	65.48	34.52	100.00	Hawkins, Clara
13	1	711000	Off-Campus Courses - South	C	700000	65.48	34.52	100.00	Hawkins, Clara
13	1	714000	Off-Campus Credit Programs	C	609909	65.48	34.52	100.00	Bradley, Dale
13	1	714000	Off-Campus Credit Programs	C	700000	65.48	34.52	100.00	Bradley, Dale
13	1	714500	Dual-Credit Programs	C	609909	65.48	34.52	100.00	Ross, Sandra
13	1	714500	Dual-Credit Programs	C	700000	65.48	34.52	100.00	Ross, Sandra
13	1	725500	Tutoring	C	609909	65.48	34.52	100.00	Mainenti, Raymond
13	1	725500	Tutoring	C	700000	65.48	34.52	100.00	Mainenti, Raymond
13	1	751500	Assessment Services	C	609909	35.11	64.89	100.00	Lovett, Leslie
13	1	751500	Assessment Services	C	700000	35.11	64.89	100.00	Lovett, Leslie
13	1	772500	C&TC General Administration	C	609909	65.48	34.52	100.00	Bradley, Dale
13	1	772500	C&TC General Administration	C	700000	65.48	34.52	100.00	Bradley, Dale
13	1	773000	Off Campus Courses - North	C	609909	65.48	34.52	100.00	Hawkins, Clara
13	1	773000	Off Campus Courses - North	C	700000	65.48	34.52	100.00	Hawkins, Clara

# Tab 11

Fairmont State University  
Board of Governors  
June 21, 2012

**ITEM:** Capital Projects for 2013 Fiscal Year

**COMMITTEE:** Committee of the Whole

**RECOMMENDED RESOLUTION:** Be it resolved that the Fairmont State University (FSU) Board of Governors reauthorize the carryover projects from the 2012 approved E&G Capital Project list, and the 2012 approved Auxiliary Capital Project list.

Be it resolved that the FSU Board of Governors approve the E&G Capital Project plan for FY 2013.

Be it resolved that the FSU Board of Governors approve the Auxiliary Capital Project plan for FY 2013.

**STAFF MEMBER:** Rick Porto

**BACKGROUND:** 2012 E&G and Auxiliary Capital Projects which are already funded in the amount of \$21,031,448.48 (see attached 2013 continuing capital projects list) are recommended to be reauthorized for the 2013 fiscal year.

New projects to be funded by E&G Capital Fee and Infrastructure Fee reserves amount to \$3,647,083.00 (please see attached FY 2013 Proposed Capital Projects list, and narrative explaining the need for the new projects).

2012 Auxiliary Capital Projects which are already funded in the amount of \$35,000.00 (please see attached FY 2012 continuing capital projects list) are recommended to be reauthorized for the 2013 fiscal year.

New capital projects to be funded by Auxiliary Enterprise and E&G Operating reserves amount to \$709,654.18 (please see attached FY 2013 proposed capital projects and narrative explaining the need for the new projects).

## CAPITAL PROJECTS

### FY 2012 - CONTINUING PROJECTS

Building	Project	Project Budget	Expended &/or Encumbered To Date			Remaining Available Budget
			E&G Capital 449800	Infrastructure 449000	HEPC EAST Bonds	
1 Aerospace	HVAC Units	\$ 148,833.48	\$ 137,275.00			\$ 11,558.48
2 Hardway Hall	Renovations	\$ 5,500,000.00			\$ 415,000.00	\$ 5,085,000.00
3 Hunt Haight Hall	Window Replacement	\$ 60,000.00				\$ 60,000.00
4 Infrastructure	Merchant Street Retaining Wall	\$ 350,000.00		\$ 9,000.00		\$ 341,000.00
5 Infrastructure	Paving Lot #15 (Old Tennis Courts)	\$ 83,560.00				\$ 83,560.00
6 Infrastructure	Sealing Parking Lots	\$ 25,000.00				\$ 25,000.00
7 Infrastructure	Aerospace Paving Parking Lot	\$ 80,000.00				\$ 80,000.00
8 Infrastructure	Access Road - Tennis Courts	\$ 170,000.00		\$ 14,500.00		\$ 155,500.00
9 Jaynes Hall	Roof Renewal	\$ 350,000.00				\$ 350,000.00
10 Locust Avenue	Locust Avenue	\$ 40,000.00				\$ 40,000.00
11 Musick Library	Elevator	\$ 2,000,000.00			\$ 1,008,944.00	\$ 991,056.00
12 Turley Center	FF&E	\$ 874,055.00				\$ 874,055.00
13 Turley Center	Renovations	\$ 6,000,000.00			\$ 505,029.81	\$ 5,494,970.19
14 Wallman Hall	Foundation Waterproofing	\$ 150,000.00	\$ 25,500.00			\$ 124,500.00
15 Wallman Hall	Renovations (Mechanical & Electrical)	\$ 5,200,000.00			\$ 390,000.00	\$ 4,810,000.00
<b>TOTALS</b>		<b>\$ 21,031,448.48</b>	<b>\$ 162,775.00</b>	<b>\$ 23,500.00</b>	<b>\$ 2,318,973.81</b>	<b>\$ 18,526,199.67</b>

## 2012 Continuing Capital Project Descriptions

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### 1. Aerospace HVAC Units

The base bid consists of the removal and replacement of two packaged rooftop DX cooling and gas heat units. Alternates were accepted including the replacement of three additional packaged rooftop unit with DX cooling and gas heat. All five RTU's are to have self-contained controls and existing room thermostat is to be replaced with new. Also provide new low voltage control wiring. All duct distribution is to be reused and new transitional roof curbs installed to accommodate changes in unit dimensions.

### 2. Hardway Hall Renovations

This project consists of a selected systems upgrade for Hardway Hall. Including a new fire protection system, upgraded fire alarm system, upgraded electrical system including new lighting, new heating, ventilation and air condition system (HVAC) , ceiling replacement and patching only as required for fire protection and HVAC work. Demolish existing fin tube radiator as required for installation of new HVAC equipment and a full window replacement. Include one add alternate to demolish all existing fin tube radiators and one deduct alternate for the windows.

### 3. Hunt Haught Hall Window Replacement

The Hunt Haught Hall stair tower window system was recently upgraded. The remaining window systems around the building are in dire need of replacement. Some panels are loose, sealants have failed, and gaskets have failed resulting in leaks and foggy glass. The existing system is not very efficient. This system would be replaced in phases with a new window system and panels to match the stair tower.

### 4. Infrastructure: Merchant Street Retaining Wall

The retaining wall at Merchant Street is deteriorating. Structural rebar is exposed and is rusting causing more of the concrete to break away. Repairing the wall is not an option due to the processes required will cause more damage to the structural integrity. A new redi-rock wall is being proposed to be constructed directly in front of the existing concrete wall. Only a portion of the existing wall will need to be removed for vertical reinforcing to be laid.

**5. Infrastructure: Paving Lot #15 (Old Tennis Courts)**

This would include paving of the parking lot (old tennis courts) adjacent to Pence Hall and Feaster Center. It would include an overlay with low areas to be built up to ensure positive drainage. Along with milling of bad areas and new base laid. Re-painting and stripping of parking lot. Work would also be done to widen the turn at the top of the drive to eliminate vehicles from driving in the lawn.

**6. Infrastructure: Sealing Parking Lots**

This is a necessary preventative maintenance strategy. Involves a plan to keep up with the sealing of all parking lots on campus to aid in maintaining their condition and protecting the asphalt.

**7. Infrastructure: Aerospace Paving Parking Lot**

Resurfacing of the student/faculty parking lot including milling of bad areas, placing a 1-2" overlay with low areas built up to ensure positive drainage. Re-painting and stripping of the lot including a new cross walk from Hanger A side entrance to building sidewalk.

**8. Infrastructure: Access Road- Tennis Courts**

The access road to the tennis courts is currently a gravel road. This project would include paving of this roadway with drainage upgrades to allow better access for students, faculty and staff, and the community. This will also help maintain the roadway during heavy storms when it tends to wash out.

**9. Jaynes Hall Roof Renewal**

Jaynes Hall total roof warranty and limited membrane warranty has expired. This roof has surpassed its expected life and needs replaced. We have had to deal with leaks in this building so it is important to replace the rubber membrane roof with new.

**10. Locust Avenue**

Agreed to aid in the expansion of the State Locust Ave expansion project by providing for turn signal lights similar to the ones installed at the Fairmont Gateway Connector. This will keep up the theme and image across campus.

#### **11. Musick Library Elevator**

Work consists of construction of a new two story elevator tower, a precast concrete “Double T” pedestrian bridge, and a covered walkway from the elevator to the Musick Library tunnel. The Elevator Tower will stand-alone from the Musick Library building, but will be adjacent in the west hillside. The elevator tower encloses approximately 300 sf per floor. The walkway canopy covers approximately 380 sf. The 8 foot wide pedestrian bridge spans approximately 40 feet. Site work includes foundation, excavations and utility extensions or relocations. Utility work includes: storm, sanitary drains, water and gas. Mechanical and electrical work includes heating and air conditioning, electric power and lighting.

#### **12. Turley Center FF&E**

Funding to be used for new furniture, fixtures and equipment for the new Student Access and Success Center.

#### **13. Turley Center Renovations**

The Turley Center will be completely gutted back to its original structure. A build-out of all three floors including new walls, ceiling, flooring, and finishes. The first and third floor bathrooms will be renovated along with new fixtures on the second floor. Proposed upgrades to the existing elevator along with the addition of a new second elevator. Proposed new windows and doors along with all new building systems including: mechanical and electrical. A new chiller plant will be placed on the south-west corner to provide cooling for Turley, Wallman Hall and Hardway Hall. This building will become the new hub or one-stop-shop for students.

#### **14. Wallman Hall Foundation Waterproofing**

The water penetration into the building will be addressed by modifying some of the exterior and interior drains including the foundation drain and rain leaders. A new 210 ft. perimeter drain will be installed around the north side of the building to pick up surface water. Along with the installation of a sheet waterproofing material. Some work on the inside will also be done including altering a pipe connection and rerouting rain leaders to the exterior of the building.



### **15. Wallman Hall Renovations (Mechanical and Electrical)**

This renovation is primarily a mechanical and electrical overhaul. The existing mechanical systems will be replaced in their entirety. All sprinkler heads throughout the building will be replaced. The existing electrical systems will be replaced to include lights, fire alarms, and power. New boilers will be placed in the penthouse and will act as a heating plant for Wallman, Turley and Hardway Hall. Acoustical lay-in ceilings and grid will be completely replaced. Various bulkheads and mechanical wall openings will be repaired or replaced. Alternates include the extension of the Tower Room Stair from the 4<sup>th</sup> floor to the Penthouse, removal of an abandoned rooftop chiller, and replacing chilled water piping insulation with armafex insulation. Other alternates that are to be added via addendum are limited carpet replacement, partial painting (corridors and classrooms), and renovation of the 4<sup>th</sup> floor restrooms.

## CAPITAL PROJECTS

### FY 2013 - PROPOSED PROJECTS

		Anticipated Reserve Balance June 30, 2012	\$ 3,665,535.00	\$ 1,797,397.00	\$ 781,488.00	\$ 1,086,650.00
Building	Project	Project Budget	E&G Capital 449800	Infrastructure 449000	Operating	
1.	Academic Fund	Academic Fund	\$ 100,000.00	\$ 100,000.00		\$ -
2	Aerospace Center	Floor Replacement	\$ 38,000.00	\$ 38,000.00		
3	Aerospace Center	HVAC Upgrade	\$ 60,000.00	\$ 60,000.00		\$ -
4	Campus	ADA Restrooms	\$ 50,000.00	\$ 50,000.00		\$ -
5	Caperton Center	Roof Renewal	\$ 400,000.00	\$ 400,000.00		\$ -
6	Feaster Center	HVAC Upgrade (Pool Area)	\$ 307,000.00			\$ 307,000.00
7	Feaster Center	Natatorium Upgrades	\$ 740,000.00	\$ -		\$ 740,000.00
8	Hunt Haught Hall	Green House	\$ 149,650.00	\$ 110,000.00		\$ 39,650.00
9	Hunt Haught Hall	Elevator Upgrades	\$ 100,000.00	\$ 100,000.00		\$ -
10	Hunt Haught Hall	Window Replacements	\$ 60,000.00	\$ 60,000.00		\$ -
11	Information Technology	AC Unit	\$ 80,000.00	\$ 80,000.00		
12	Infrastructure	Campus Lighting Upgrades	\$ 210,000.00		\$ 210,000.00	
13	Infrastructure	Campus Paving Projects Lot 15 (Old Tennis Courts)	\$ 75,000.00		\$ 75,000.00	
14	Infrastructure	Additional Paving Projects	\$ 349,488.00		\$ 349,488.00	
15	Infrastructure	Painting & Striping Roadways	\$ 25,000.00		\$ 25,000.00	
16	Musick Library	HVAC Upgrade	\$ 240,000.00	\$ 240,000.00		\$ -
17	Physical Plant	Landscaping	\$ 100,000.00		\$ 100,000.00	\$ -
18	Physical Plant	Small Projects	\$ 197,000.00	\$ 175,000.00	\$ 22,000.00	\$ -
19	School House Museum	Repairs	\$ 40,000.00	\$ 40,000.00		
20	Turley Center	Turley Center FF&E	\$ 125,945.00	\$ 125,945.00		\$ -
21	Wallman Hall	Elevator Replacement	\$ 200,000.00	\$ 200,000.00		\$ -
<b>Total</b>			<b>\$ 3,647,083.00</b>	<b>\$ 1,778,945.00</b>	<b>\$ 781,488.00</b>	<b>\$ 1,086,650.00</b>
Anticipated Reserve Balance after Projects			\$ 18,452.00	\$ 18,452.00	\$ -	\$ -

## 2013 Capital Projects Descriptions

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### 1. Academic Fund

This fund is established every year. The academic deans for both institutions decide what it should be spent on.

### 2. Aerospace Floor Replacement

The vinyl composite tile (VCT) is original to the building. The tile has separated from the floor causing tripping hazards. In the worst sections the tile has been covered with carpets for student/staff safety. This includes replacing all VCT flooring in the building. The newly installed tile will be laid in a standard alignment opposed to the diagonal current alignment. The two-tone colored pattern will still exist along with the design on the rotunda floor.

### 3. Aerospace HVAC Upgrades

After this year only two units will remain at RCB; All other units will have been replaced. The remaining two units are RTU #8 and H&V #3. The work would include replacing RTU #8 with a new packaged rooftop unit. The new unit would have DX cooling and gas heat (same as existing) and self-contained controls. The existing room thermostat would be replaced with new. All duct distribution would be reused. A new transitional roof curb would be installed to accommodate changes in unit dimensions. The existing heating and ventilating unit that serves the Sheet Metal workroom 142 would be replaced with a new packaged rooftop unit. A new H&V would also be set to serve the welding room 141.

### 4. Campus ADA Restrooms

Goal is to provide more accessible ADA restrooms on one floor per building. This does not mean that other restrooms in the building are not currently ADA accessible.

### 5. Caperton Center Roof Renewal

Caperton Center roof warranty expired 6/30/2009. These systems are past their expected life and are due for replacement.

### 6. Feaster Pool HVAC Upgrades

The existing HVAC unit is not in good condition. Over the years the chlorine and chemicals have taken their toll on the unit; we experience many issues with this unit. It has exceeded its life expectancy and requires replacement. It will also provide a proper controlled climate for the natatorium.

## **7. Feaster Natatorium Upgrades**

Due to the moisture and climate maintained for the pool area and years of weathering the lintels are oxidizing causing them to grow in size creating brick cracks. This is a concern with a walk-way directly below. A scaffolding system has been put in place temporarily to protect pedestrians from any falling hazard. During this project we would also replace the windows do to their age and energy deficiency. An alternate would include new lighting as well.

## **8. Hunt Haught Hall Greenhouse**

Remove existing glass from structure and furnish new glass. Install new rope putty and top sealant. Install new roof and side vent motors and new rack and pinion vent operators. Install new hot water unit heater. Furnish and install new HAF fans with manual speed control. Install new HPS Supplemental Crop Lights. Install a new stand alone greenhouse control system, including software for remote computer (owner to provide PC).

## **9. Hunt Haught Hall Elevator Upgrades**

The Hunt Haught Hall elevator is functional but is not operating properly. We have issues arise with this elevator, what seems to be every day. It is very important to have this elevator upgraded. Propose a hydraulic elevator modernization package: including controller, tank, pump, solid state starter, valve, fixtures, door operator, battery backup and fire service operation. With an alternate for a cab upgrade.

## **10. Hunt Haught Hall Window Replacement**

We recently replaced the glass stair tower with a dark bronze, argon filled double pane system. The remaining window systems are original to the building and are in poor condition. The existing are not energy efficient, some panels are loose, and gaskets have failed. Propose replacing window sections in phases until entire building is complete.

## **11. AC Unit for Information Technology**

Provide a new AC unit to serve the data center to provide redundancy. The new and old AC unit will be set up on a rotation schedule to relieve the other, extending their service life and reducing their continuous run time. The new AC unit will also be fed from the generator.

## **12. Campus Lighting Upgrades**

Continue with our efforts in enhance visibility and security at night and promote energy savings.

### **13. Campus Paving Projects**

Following a routine maintenance schedule, this project was bid out last year but came in over budget. These additional funds will be added to last years in order to complete the paving. This would include a re-surfacing of the Pence parking lot (old tennis courts). This parking lot is in disarray and needs addressed.

### **14. Additional Paving Projects**

Other paving projects include the Lot 14 (Library/Education parking lot) and RCB parking lot. At both sites we have drainage issues that will be addressed with the slope of the asphalt. Both lots are due to be re-surfaced.

### **15. Painting and Striping Roadways**

It is important to maintain lines and directional/parking symbols for pedestrian and vehicle safety. The striping is fair to non-existent and must be re-painted.

### **16. Musick Library HVAC Upgrades**

Replace main RTU that serves the library. This unit has exceeded its expected life and really needs replaced.

### **17. Landscaping**

Provide miscellaneous landscaping and required equipment for campus. Trying to get away from annuals and utilize perennials.

### **18. Small Projects**

Addressing various office and classroom renovation/upgrades along with other miscellaneous projects. Provide drainage for lot 14, replace concrete, sidewalks, catch basins, and drains.

### **19. School House Museum Repairs**

This building was once disassembled, moved, and then re-built. The building is beginning to lean or rack. It requires a structural analysis with some type of bracing to re-shape the building core.

### **20. Turley Center FF&E**

Funds to provide furniture, fixtures, and equipment for the newly renovation Turley Center.

### **21. Wallman Hall Elevator Replacement**

The Wallman Hall elevator has chronic issues, which sometimes leave the building inaccessible. It is not feasible to simply upgrade the elevator; it is more economical to replace. The Wallman Hall elevator is original to the building, however it did undergo one renovation in 1995. This renovation extended its service life by 17 years but now will require replacement.

## AUXILIARY CAPITAL PROJECTS

### FY 2012 - CONTINUING AUXILIARY CAPITAL PROJECTS

<i>Building</i>	<i>Project</i>	<i>Project Budget</i>	Expended &/or Encumbered To Date				<i>Remaining Available Budget</i>
			<i>Athletics 330000</i>	<i>Facilities 370100</i>	<i>Housing 2906</i>	<i>Student Activities 310000</i>	
1 Falcon Center	Fabric Duct Replacement	\$ 35,000.00	\$ -			\$ -	\$ 35,000.00
<b>TOTALS</b>		<b>\$ 35,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,000.00</b>

## 2012 Continuing Auxiliary Capital Project Descriptions

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### 1. Falcon Center Fabric Duct Replacement

The Fabric Duct Work at the Falcon Center needs to be replaced. The budget established was below the estimated cost of the project. Additional funds are in the proposed projects plan for FY 2013.

## AUXILIARY CAPITAL PROJECTS

### FY 2013 - PROPOSED AUXILIARY CAPITAL PROJECTS

	<i>Building</i>	<i>Project</i>	<i>Project Budget</i>	<i>Athletics 330000</i>	<i>Facilities 370100</i>	<i>Housing 290600</i>	<i>Student Activities 310000</i>	<i>E&amp;G Operating</i>	<i>Donor</i>
1.	Athletics	Feaster Center - Football Locker Room	\$ 50,000.00	\$ 25,000.00		\$ -			\$ 25,000.00
2	Athletics	Duvall Rosier Field - Scoreboard Upgrades*	\$ 270,000.00	\$ -				\$ 105,000.00	\$ 165,000.00
3	Colebank Hall	Painting & Signage	\$ 40,000.00	\$ -		\$ -	\$ 40,000.00	\$ -	\$ -
4	Falcon Center	Fabric Duct Replacement	\$ 55,176.50	\$ -		\$ -	\$ 55,176.50	\$ -	\$ -
5	Falcon Center	Fitness Equipment	\$ 47,426.30	\$ -		\$ -	\$ 47,426.30	\$ -	\$ -
6	Falcon Center	Miscellaneous Projects	\$ 45,551.38			\$ -	\$ 45,551.38	\$ -	\$ -
7	Falcon Center	Security Cameras	\$ 51,500.00	\$ -		\$ -	\$ 51,500.00	\$ -	\$ -
8	Parking Garage	Maintenance & Caulking (Lower Levels)	\$ 50,000.00	\$ -	\$ 50,000.00			\$ -	\$ -
9	Residence Halls	Morrow Hall - Pump Replacement	\$ 10,000.00	\$ -		\$ 10,000.00		\$ -	\$ -
10	Residence Halls	Pence Hall - Domestic Boilers (2)	\$ 20,000.00	\$ -		\$ 20,000.00		\$ -	\$ -
11	Residence Halls	Pence Hall - Fire Alarm Upgrades	\$ 50,000.00	\$ -		\$ 50,000.00		\$ -	\$ -
12	Residence Halls	Residence Halls - Back Flow Preventers	\$ 20,000.00	\$ -		\$ 20,000.00			
<b>Total</b>			<b>\$ 709,654.18</b>	<b>\$ 25,000.00</b>	<b>\$ 50,000.00</b>	<b>\$ 100,000.00</b>	<b>\$ 239,654.18</b>	<b>\$ 105,000.00</b>	<b>\$ 190,000.00</b>

Athletics - Duvall Rosier Field Scoreboard Upgrades - The E&G fund will be reimbursed from the Advertising Revenue.



## 2013 Auxiliary Capital Projects Descriptions

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### 1. Athletics – Feaster Center Football Locker Room

The Athletic Department has requested an upgrade to the Football Locker Room. This includes new lockers, flooring, paint, and ceiling. The Physical Plant staff is assisting with this upgrade and will be invoicing the Athletic Department for their labor. This project is being funded by donors and the Athletic Reserves Budget.

### 2. Athletics – Duvall Rosier Field Scoreboard Upgrades

The Athletic Department has secured from donors approximately 62% of the funding needed to upgrade the Duvall Rosier Field Scoreboard. The E&G Operating will be temporarily funding the remaining 38% of the project costs. As Athletic Advertising Revenue is received, the E&G Operating fund will be reimbursed.

### 3. Colebank Painting & Signage

The ceiling area and trim within the Colebank Gym will be cleaned and painted. Also additional signage will be added to represent both institutions.

### 4. Falcon Center – Fabric Duct Replacement

The original budget for the Fabric Duct Replace was established during FY 2012. It was discovered that the budget was substantially less than needed. This request is for additional funding to replace the fabric duct within the Falcon Center. The goal is to be able to clean the existing fabric duct and a rotation will begin between the original and replacement duct.

### 5. Falcon Center Fitness Equipment

According to the Falcon Center Proforma, fitness equipment will be identified and prioritized every year for replacement.

### 6. Falcon Center – Miscellaneous Projects

The Falcon Center staff will identify equipment and/or small projects that have reached their life-cycle; such as: televisions for the fitness room, tables and chairs for special events, ID systems, etc.

### 7. Falcon Center – Security Cameras

A security system will be purchased and installed to monitor and deter vandalism and theft within the building. Continue to enhance security within the building.

**8. Parking Garage – Maintenance & Caulking (Lower Levels)**

Maintenance and Caulking of the Parking Garage is a yearly on-going process in order to maintain the structural integrity of the building.

**9. Morrow Hall Pump Replacement**

The pump within Morrow Hall has is beyond its life expectancy and in need of replacement. Increase the energy efficiency within the building.

**10. Pence Hall – Domestic Boilers (2)**

The two domestic boilers in Pence Hall is beyond life expectancy and in need of replacement. Increase the energy efficiency within the building.

**11. Pence Hall - Fire Alarm Upgrades**

Install sound and voice alarm system within the residence hall. Enhance the safety and security of the students. The upgrades ensure that each and every student within the residence hall will be able to hear the alarm and/or any emergency announcements in their rooms.

**12. Residence Halls – Back Flow Preventers**

Back Flow Preventers are required to protect water supplies from contamination or pollution if/when normal water pressure unexpectedly reduces due to high demand or water breaks.

Year End Transfers Summary  
E&G and Infrastructure Capital Reserves  
Fiscal Years 2007, 2008, 2009, 2010, 2011, 2012 and 2013

Educational and General (E&G) Funds

E&G Reserves	FUND	FY2007 TRANSFER	FY2008 TRANSFER	FY2009 TRANSFER	FY2010 TRANSFER	FY2011 TRANSFER	FY2012 Budgeted Transfer (to be transferred at 6/30/13 year end and included in estimate)	FY2013 Budgeted Transfer (to be transferred at 6/30/13 year end and included in estimate below)
Year End Transfer Amounts (after debt service)	449860	1,053,415.11	925,438.52	977,453.73	1,146,392.94	1,337,752.94	1,770,000.00	1,918,000.00
		<i>(Included in balances below)</i>						
E&G Reserves Plant Renewal & Replacement (R&P) Reserves	FUND	ENDING BALANCE 6-30-2007	ENDING BALANCE 6-30-2008	ENDING BALANCE 6-30-2009	ENDING BALANCE 6-30-2010	ENDING BALANCE 6-30-2011	ESTIMATED ENDING BALANCE 6-30-2012*	ESTIMATED ENDING BALANCE 6-30-2013**
Year End Balances - after above transfers	449800	830,680.93	1,418,023.61	1,134,214.40	1,342,781.54	1,339,837.17	1,850,000.00	1,989,055.00

\* The FY 2012 E&G Reserve Estimated Ending Balance assumes all FY 2012 funds will be expended for planned projects or carried forward in project funds.  
\*\*FY 2013 E&G Reserves Estimated Ending Balance is reduced by fiscal year 2013 planned projects in the amount of \$1,778,945.

Infrastructure Funds

Infrastructure	FUND	FY2007 TRANSFER	FY2008 TRANSFER	FY2009 TRANSFER	FY2010 TRANSFER	FY2011 TRANSFER	FY2012 Budgeted Transfer* (to be transferred at 6/30/13 year end and included in estimate)	FY2013 Budgeted Transfer (to be transferred at 6/30/13 year end and included in estimate below)
Year End Transfer Amounts (after debt service)	449300	210,000.00	386,994.19	386,299.04	440,816.42	565,084.32	575,000.00	650,000.00
		<i>(Included in balances below)</i>						
Infrastructure Reserves Plant Renewal & Replacement (R&P) Reserves	FUND	ENDING BALANCE 6-30-2007	ENDING BALANCE 6-30-2008	ENDING BALANCE 6-30-2009	ENDING BALANCE 6-30-2010	ENDING BALANCE 6-30-2011	ESTIMATED ENDING BALANCE 6-30-2012**	ESTIMATED ENDING BALANCE 6-30-2013***
Year End Balances - after above transfers	449000	296,555.49	485,572.18	386,299.04	617,831.61	705,142.76	665,000.00	533,512.00

\* FY 2012 Budgeted Transfer is based on May 2012 estimates.  
\*\*FY 2012 Infrastructure Reserves Estimated Ending Balance assumes all FY 2012 funds budgeted in the amount of \$593,994 will be expended or carried forward within the project fund.  
\*\*\*FY 2013 Infrastructure Reserves Estimated Ending Balance is reduced by fiscal year 2013 planned projects in the amount of \$781,488.

Infrastructure and E&G Perpetual Reserves

Infrastructure and E&G Perpetual Reserves	FUND	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012 (Year End Est.)	FY2013 (Year End Est.)
Year End Balances								
Perpetual Infrastructure Reserves*	449050	0.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00
Perpetual E&G Plant Reserve**	449850	600,000.00	800,000.00	800,000.00	800,000.00	800,000.00	800,000.00	800,000.00
		<b>600,000.00</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>	<b>1,000,000.00</b>

\*Established in January 2008  
\*\*Established in May 2006

Year End Transfers Summary  
 Auxiliary Capital Reserves  
 Fiscal Years 2007, 2008, 2009, 2010, 2011, 2012 and 2013

AUXILIARY FUNDS

Auxiliary Reserves - Projections	FUND	FY 2011		FY 2012		FY 2012		FY 2013		FY 2013		Projected Balance at June 30, 2013
		Ending Balance	Capital Projects	Budgeted Transfer	Budgeted Transfer	Projected Balance at June 30, 2012	Budgeted Transfer	Budgeted Transfer	Capital Projects			
Housing Auxiliary Reserve	290690	2,397,569.34	223,260.00	346,147.00	346,147.00	2,526,956.34	714,424.00	54,777.00	274,654.18	3,193,103.34		
Falcon Center Auxiliary Reserve	310290	2,324,046.96	131,642.99	339,922.31	339,922.31	2,535,326.28	459,555.17	25,000.00	25,000.00	2,723,227.27		
Athletic Facilities	330090	472,258.33	51,468.14	44,113.00	44,113.00	467,067.05	0.00	50,000.00	50,000.00	442,067.05		
Facilities Fee - Auxiliary Reserve	370190	868,803.29	50,000.00	79,805.98	79,805.98	899,566.29	156,382.61	404,431.18	404,431.18	1,005,948.90		
		6,062,677.92	456,371.13	809,988.29	809,988.29	6,428,915.96	1,330,361.78			7,364,346.56		

Note: Projected Ending Balances include interest estimates not detailed above.

Auxiliary Reserves Year End Transfer Amounts - from operating	FUND	FY 2007 TRANSFER		FY 2008 TRANSFER		FY 2009 TRANSFER		FY 2010 TRANSFER		FY 2011 TRANSFER		FY 2012 TRANSFER		FY 2013 Budgeted Transfer	
Housing Auxiliary Reserve	290690	530,000.00	616,000.00	490,000.00	370,000.00	420,000.00	346,147.00	500,000.00	339,922.31	459,555.17	714,424.00	54,777.00	274,654.18	3,193,103.34	
Falcon Center Auxiliary Reserve	310290	90,000.00	188,000.00	320,000.00	450,000.00	500,000.00	339,922.31	120,000.00	120,000.00	120,000.00	44,113.00	25,000.00	25,000.00	2,723,227.27	
Athletic Facilities	330090	225,000.00	94,000.00	110,000.00	80,000.00	80,000.00	44,113.00	190,000.00	190,000.00	190,000.00	79,805.98	50,000.00	50,000.00	442,067.05	
Facilities Fee - Auxiliary Reserve	370190	70,000.00	13,000.00	1,110,000.00	1,120,000.00	1,230,000.00	809,988.29	1,230,000.00	1,230,000.00	1,230,000.00	404,431.18	404,431.18	404,431.18	1,005,948.90	
		915,000.00	911,000.00	1,110,000.00	1,120,000.00	1,230,000.00	809,988.29	1,230,000.00	1,230,000.00	1,230,000.00	404,431.18	404,431.18	404,431.18	7,364,346.56	

Auxiliary Reserves Year End Balances - after above transfers	FUND	FY 2007		FY 2008		FY 2009		FY 2010		FY 2011		FY 2012		FY 2013	
Housing Auxiliary Reserve	290690	1,193,772.88	1,611,670.76	1,924,872.74	2,245,842.65	2,397,569.34	2,324,046.96	2,526,956.34	2,535,326.28	2,526,956.34	2,526,956.34	2,526,956.34	2,526,956.34	2,526,956.34	2,526,956.34
Falcon Center Auxiliary Reserve	310290	616,935.36	916,730.33	1,303,993.89	1,773,282.48	1,773,282.48	1,773,282.48	1,773,282.48	1,773,282.48	1,773,282.48	1,773,282.48	1,773,282.48	1,773,282.48	1,773,282.48	1,773,282.48
Athletic Facilities	330090	255,047.14	360,112.19	276,241.44	357,863.93	357,863.93	357,863.93	357,863.93	357,863.93	357,863.93	357,863.93	357,863.93	357,863.93	357,863.93	357,863.93
Facilities Fee - Auxiliary Reserve	370190	389,201.27	398,454.73	562,431.54	726,719.95	868,803.29	868,803.29	868,803.29	868,803.29	868,803.29	868,803.29	868,803.29	868,803.29	868,803.29	868,803.29
		2,454,956.65	3,286,968.01	4,067,539.61	5,103,709.01	6,062,677.92	6,062,677.92	6,062,677.92	6,062,677.92	6,062,677.92	6,062,677.92	6,062,677.92	6,062,677.92	6,062,677.92	6,062,677.92