

April 20, 2017

Board of Governors



AGENDA

FSU BOARD OF GOVERNORS' MEETING

APRIL 20, 2017, 9:00 A.M.

LOCATION: BOARD ROOM, FALCON CENTER

1201 LOCUST AVENUE, FAIRMONT, WV

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

- II. APPROVAL OF MINUTES OF FEBRUARY 16, 2017.....***Tab 1 Action Item*

- III. CHAIRMAN'S REPORT**

- IV. PRESIDENT'S REPORT**

- V. REPORTS AND PRESENTATIONS**
 - A. Constituent Report – Amie Fazalare
 - B. Criminal Justice Team
 - C. Foundation (RJ Gimbl)
 - D. Construction Project Updates (Tom Tucker)

- VI. CONSENT AGENDA.....***Tab 2 Action Item*
 - A. Financial Reports (Months Ending: January 31, 2017 and February 28, 2017)

- VII. ACADEMIC AFFAIRS COMMITTEE (Aaron Hawkins, Chair)**
 - A. Update on the following Program Reviews from 2016:
Bachelor of Arts in Spanish, Bachelor of Arts in Communication
Arts, Bachelor of Arts in Theatre Arts, ABET Accredited
Engineering Technologies, Bachelor of Science in Allied Health
Administration..... *Tab 3 Info Only*

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

- IX. BY-LAWS COMMITTEE (Dixie Yann, Chair)**
 - A. Title IX Policy Draft for 30-Day Comment Period.....*Tab 4 Action Item*

- X. ENROLLMENT/HOUSING-STUDENT LIFE COMMITTEE (John Myers, Chair)**
 - A. Approval of Campus Solicitation Policy
(30-Day Comment Period Over).....*Tab 5 Action Item*

- XI. FINANCE COMMITTEE (John Schirripa, Chair)**
 - A. Approval of Athletic Department FY 2018 Budget
and the 20-year Athletic Master Plan Update.....*Tab 6 Action Item*
 - B. Approval of Housing FY 2018 Budget..... *Tab 7 Action Item*
 - C. Approval of Falcon Center FY 2018 Budget.....*Tab 8 Action Item*
 - D. Approval of Facilities FY 2018 Budget.....*Tab 9 Action Item*
 - E. Approval of Security Camera Repurposing of Funds.....*Tab 10 Action Item*

- F. Approval of 2017-2018 Tuition & Fees and Room & Board Fees.... *Tab 11 Action Item*
- G. Approval of Revised Out-of-State
Neighbors Scholarship Program..... *Tab 12 Action Item*
- H. Approval of University Terrace Change Order #9.....*Tab 13 Action Item*

XII. STUDENT HOUSING COMMITTEE (Aaron Hawkins, Chair)

XIII. EXECUTIVE COMMITTEE (Dixie Yann, Chair)

XIV. POSSIBLE EXECUTIVE SESSION - Under the Authority of West Virginia Code §6-9A-4 to Discuss Personnel and Property Issues

- A. Presidential Search

XV. ADJOURNMENT

NEXT MEETING: MAY 11, 2017, 9:00 A.M.,
LOCATION: BOARD ROOM, 3RD FLOOR FALCON CENTER
1201 LOCUST AVENUE, FAIRMONT, WV

Tab 1

FAIRMONT STATE UNIVERSITY
BOARD OF GOVERNORS
MEETING MINUTES
FEBRUARY 16, 2017
BOARD ROOM, 3RD FLOOR FALCON CENTER
1201 LOCUST AVENUE, FAIRMONT, WV

I. CALL TO ORDER

A. Roll Call

Chair Dixie Yann convened a meeting of the Fairmont State University (FSU) Board of Governors on February 16, 2017, beginning at approximately 9:00 a.m. in the Board Room, 3rd Floor Falcon Center, and 1201 Locust Avenue, Fairmont, West Virginia.

At the request of Chair Yann, Serena Scully conducted a roll call of the Board of Governors. Present for the meeting were board members Rachel Ball, Chris Courtney, Holly Fluharty, Bill Holmes, John Myers, Deborah Prezioso, John Schirripa, Bryan Towns, Frank Washenitz, and Dixie Yann. Budd Sapp was present following the roll call. Aaron Hawkins was absent.

Others present were President Rose and President's Council members Christina Lavorata, Ann Mazza, Tim Oxley, Al Skudzinskas and Debbie Stiles. Tom Tucker, Assistant Vice President for Facilities; Stephanie Slaubaugh, Construction Manager; Tim McNeely, Athletic Director; Chad Fowler, Assistant Athletic Director; Ryan Courtney, Director of Internal Operations; Pat Snively, Director of Athletic Compliance; RJ Gimbl, President of the Fairmont State Foundation; Carolyn Fletcher, Director of Accounting; Monica Cochran, Director of Procurement; Robin Yeager, Director of the Falcon Center; and Suttle & Stalnaker representatives Chris Deweese and Sarah Crouse. Members of local media were in attendance as well.

B. Public Comment

Chris Courtney reported that no one had signed up for public comment.

C. Approval of Agenda

John Myers made a motion to approve the agenda. Chris Courtney seconded. The motion passed.

II. APPROVAL OF MINUTES OF DECEMBER 8, 2016

Bryan Towns made a motion to approve the minutes of December 8, 2016. Bill Holmes seconded. The motion passed.

III. CHAIRMAN'S REPORT

- A. Chair Yann gave special thanks for RJ Gimbl and Gary Bennett in regards to the \$2.55 million Schoolnic gift.
- B. Last week there was a Graduate Studies fair on campus. This week there was a Career Fair which included over 80 employers.
- C. Chair Yann reminded everyone that there is one remaining home basketball game on February 25th.
- D. The Chair reminded everyone of the next BOG meeting on Thursday, April 20th at 9:00.

IV. PRESIDENT'S REPORT

- A. President Rose mentioned the upcoming Campus Visitation Day on March 25th.
- B. She also discussed that Fairmont State is participating in a project with the HEPC. It is an initiative focused on strategic course scheduling and resource allocation. Fairmont State will submit five years of course scheduling data and Ad Astra Information Systems will analyze the data and provide feedback.
- C. President Rose mentioned the tracking of current bills in the legislature.
- D. She also mentioned that she and other regional college and university Presidents met with the House and Senate Education and Finance Chairs last week for what was a very productive meeting.
- E. President Rose invited everyone to visit the Folklife Center and view the current interdisciplinary exhibit focused on West Virginia plants.

V. REPORTS AND PRESENTATIONS

A. Foundation (RJ Gimbl)

RJ Gimbl, President and CEO of the Fairmont State Foundation, reported that the 2016 annual fund hit approximately \$168,000 with \$64,000 of that total being unrestricted. Participation totaled 510 donors with 25% of those being first time donors.

Mr. Gimbl stated that on the major gifts front they are currently working on setting their goals for this year. They are setting very high goals which include more face to face meetings.

RJ mentioned the \$2.55 million Schoolnic Gift as well as the \$468,000 endowment from the Wendell Hardway estate.

Mr. Gimbl also discussed the Title III Grant. They are currently in year 5 and have reached the \$75,000 obligation.

The 2017 class campaign is underway in its brick campaign. To date, 135 bricks have been sold out of the 300 brick goal.

B. Construction Project Updates (Tom Tucker and Stephanie Slaubaugh)

Stephanie Slaubaugh, Construction Manager, gave an update on the various projects that are currently underway and have recently been completed on campus.

University Terrace is current working on Phase 2 – demolition and parking; digging has commenced for the retaining wall as well as still working on the punch list to be completed for the ribbon cutting on April 4th.

The MS4 Project is still underway. They are working with the City of Fairmont on the rehabilitation project for a local stream.

VI. CONSENT AGENDA

John Myers moved to accept the following Consent Agenda:

- A. Financial Reports for periods ending November 30, 2016 and December 31, 2016

Budd Sapp seconded. The motion passed.

VII. ACADEMIC AFFAIRS COMMITTEE (Aaron Hawkins, Chair)

Mr. Aaron Hawkins, Chair of the Academic Affairs Committee was absent, but Dr. Christina Lavorata, Provost and Vice President for Academic Affairs, give a brief update.

Dr. Lavorata provided some exciting current and upcoming events and activities:

- Fairmont State is sending four students to the Model United Nations project in New York City

- We have three students who work in the OSIX Lab who will be going to Charleston to present for Undergraduate Research Day at the Capitol
- A mathematics student who wrote and received a grant for the National Science Foundation has been invited to present in California
- Two full-time academic advisors have been invited to present at a national conference in Georgia
- There are currently 14 students enrolled in the weekend nursing program
- One part-time music instructor was invited to perform at Carnegie Hall
- Fairmont State will be hosting the regional spelling bee on campus in March

VIII. ATHLETIC AFFAIRS COMMITTEE (Frank Washenitz, Chair)

Frank Washenitz, Chair of the Athletic Affairs Committee, asked that Tim McNeely, Athletic Director, give an update for the Athletic Affairs Committee.

Mr. McNeely discussed the upcoming Mountain East Conference. The girls' basketball team will play on Thursday, March 2nd and the boys' team will play on Friday, March 3rd.

Fairmont State may potentially be hosting the first round of the NCAA tournament on the second weekend of March. All tickets will be general admission.

The RFP is continuing to move forward for the athletic facilities master plan.

The Retton Arena renovations payback schedule is in year three and is currently ahead of schedule.

Athletics is currently working on a plan for the anniversary of the national championship football team; Fall 2017 will be the 50th year. The plans will involve players, families, cheerleaders, coaches, and anyone who has been involved over the years.

Tim McNeely also mentioned that the spring sports are off to a great start.

IX. BY-LAWS COMMITTEE (Dixie Yann, Chair)

Dixie Yann reported that the By-Laws committee has not met but will try to meet prior to the April board meeting.

X. ENROLLMENT/HOUSING-STUDENT LIFE COMMITTEE (John Myers, Chair)

John Myers, Chair of the Enrollment/Housing-Student Life Committee asked that Tim Oxley, Interim Vice President of Student Services, give an update for the Athletic Affairs Committee.

Dr. Oxley provided an update on enrollment: The current headcount of students for spring 2017 is 3,648 – down 3.2% from this time last year. Board members requested more information which Dr. Oxley will prepare and provide to the board.

Maroon and White Day is scheduled for March 25th. There are 75 students and 175 guests already registered for the event.

Housing for spring 2017 has been a little below expectations with 971 occupied out of 1192 beds. But, 60% of the total occupancy for fall 2017 has already been assigned.

Dr. Oxley provided information from the office of Assessment & Planning for student athletes. The report included GPA for each sport, men vs. women sports, and mean and median of GPA for all athletes. The board requested the same information be provided for each academic department.

Robin Yeager was present to discuss the Campus Solicitation Policy. The policy was discussed and a request was made for updating wording in a few areas of the policy.

Chris Courtney moved to approve the following:

- A. Campus Solicitation Policy Draft for 30-Day Comment Period

Deborah Prezioso seconded. The motion passed.

XI. FINANCE COMMITTEE (John Schirripa, Chair)

John Schirripa, Chair of the Finance Committee, introduced two representatives from Suttle & Stalnaker to present the Auditor's Report.

Chris Deweese and Sarah Crouse were present from Suttle & Stalnaker to discuss the Independent Auditor's Report for the Year Ending June 30, 2016. Sarah Crouse presented the report.

Budd Sapp moved to approve the following:

- A. Independent Auditor's Report for the Year Ending June 30, 2016

Deborah Prezioso seconded. The motion passed.

John Schirripa provided a brief update of the Finance Committee.

The Finance Committee met on January 26th. At that meeting, Stephanie Slaubaugh gave an update on construction projects and Suttle and Stalnaker was there to discuss the audit.

XII. STUDENT HOUSING COMMITTEE (Aaron Hawkins, Chair)

Aaron Hawkins, Chair of the Student Housing Committee, was absent. Dixie Yann advised the Student Housing Committee has not met.

XIII. EXECUTIVE COMMITTEE (Dixie Yann, Chair)

Dixie Yann reported that the Executive Committee has not met.

XIV. POSSIBLE EXECUTIVE SESSIONS

John Schirripa made a motion to go into Executive Session “Under the Authority of West Virginia Code §6-9A-4 to discuss personnel matters as well as to discuss the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition.”

Bryan Towns seconded. The motion passed.

John Schirripa made a motion to rise from Executive Session. Budd Sapp seconded. The motion passed.

After reconvening from Executive Session, John Schirripa made a motion to approve the following:

- A. University Terrace Change Order #8

Bill Holmes seconded. The motion passed.

Budd Sapp made a motion to approve the following:

- A. Give Chair Yann authority to finalize search procedures for the Presidential Search as discussed in Executive Session.

Bill Holmes seconded. The motion passed.

XV. ADJOURNMENT

Budd Sapp made a motion to adjourn the meeting. Bryan Towns seconded. The motion passed.

_____ FSU Board of Governors' Chair
Dixie Yann Date

_____ FSU Board of Governors' Secretary
Absent
Aaron Hawkins Date

Tab 2

Fairmont State University
Board of Governors
Financial Reports
For January 2017 & February 2017

Unrestricted Central E&G and Unrestricted Fund Manager:

January 2017

At the end of January total operating revenues show an increase of \$86,315 due to an increase in Tuition and Fees, and Support Services Revenues. The increase of \$17,000 in Other Operating Revenues in unrestricted E&G was due to a coding correction, with an offsetting \$17,000 decrease in State/Local Grants and Contracts in unrestricted fund manager which results in an overall zero change to the balance sheet.

Operating expenses increased by \$185,261 due to an update in PEIA benefits, equipment expense, and an increase in the labor expense line item due to a new position being incorrectly requested at the departmental level. This incorrect request has been removed, but due to a timing issue the increase has to be shown in the January 2017 statement and the correction will be shown as an offset in the February 2017 statement.

A decrease of \$305,555 is shown under NonOperating Revenue as a reduction to State Appropriations as a result of the FY'17 mid-year appropriation cut.

February 2017

At the end of February 2017 total operating revenues show an increase of \$13,226 due to an increase in Tuition and Fees, and Support Services Revenues. Operating expenses decreased by 53,087 primarily in the decrease in labor expenses due to the correction for a new position being incorrectly requested at the departmental level in January 2017.

There were no changes in NonOperating Revenue and Transfers.

Auxiliary:

January 2017

Operating income shows a net gain of \$898 which is transferred into Plant Reserves. Changes in January 2017 are due to an update in PEIA benefits and a decrease in labor expense resulting from an update to percentage splits with unrestricted funds and auxiliary fund 9140XX(Falcon Center).

February 2017

Operating Income shows a gain of \$1,400 which is transferred into Plant Reserves. Change in February 2017 are due to a reduction in Operating Expense - Benefits by \$1,440. This reduction is due to a net change in an increase in PEIA benefits under 9106XX Special Equity Fund that was offset by a decrease in PEIA benefits under 9160XX Housing Fund.

Restricted:

January 2017

With 58% of the fiscal year completed, the restricted year to date Operating Revenue of \$26,056,197 represents 79% of the projected current budget. The year to date Operating Expense of \$31,258,796 represents 73% of the projected current budget. Year to date NonOperating Revenue (Pell Grants) of \$6,871,173 represents 69% of the projected current budget.

The year to date Budget Balance of \$1,609,033 is due primarily to WV Higher Educational Grant revenues of \$1,126,309 and the State PROMISE Scholarship of \$775,792 which was received by not disbursed by the end of the month. State aid is disbursed after all funds are received which is normally a 2-3 month delay; deferments are placed on student accounts while this disbursement hold is in place.

A new grant was received in January 2017 from the WV Arts and Humanities Council for the WV Symphony concerts for \$6,160.

An existing grant for the Math and Science Partnership for the Earth and Space Passport Project was updated to reflect a net increase of \$50 in the expense budget.

February 2017

With 67% of the fiscal year completed, the restricted year to date Operating Revenue of \$26,423,300 represents 80% of the projected current budget. The year to date Operating Expense of \$31,487,276 represents 73% of the projected current budget. Year to date NonOperating Revenue (Pell Grants) of \$6,922,975 represents 69% of the projected current budget.

The year to date Budget Balance of \$1,787,148 is due primarily to WV Higher Educational Grant revenues of \$1,131,768 and the State PROMISE Scholarship of \$778,168 which was received by not disbursed by the end of the month. State aid is disbursed after all funds are received which is normally a 2-3 month delay; deferments are placed on student accounts while this disbursement hold is in place.

There was no new grant activity in February 2017.

An existing grant for the TEP County Partnership was increased by \$37,500 to reflect projected revenues for FY'17.

Fairmont State University
Actual vs Budget Statement of Revenues and Expenses
Current Unrestricted - Central E&G

As of January 31, 2017

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE					
	Tuition and Fees	24,120,664	24,120,664	22,988,613	95.31
	Student Activity Support Revenue	471,765	471,765	356,371	75.54
	Faculty Services Revenue	1,272,439	1,272,439	0	0.00
	Operating Costs Revenue	1,652,395	1,596,481	823,112	51.56
	Support Services Revenue	1,919,837	1,991,279	927,853	46.60
	Other Operating Revenues	323,137	346,137	127,621	36.87
	Total:	29,760,237	29,798,764	25,223,570	84.65
OPERATING EXPENSE					
	Salaries	23,978,766	23,757,231	11,076,133	46.62
	Benefits	5,783,010	6,132,082	2,860,669	46.65
	Student financial aid-scholarships	3,192,992	3,192,992	3,152,056	98.72
	Utilities	1,450,976	1,450,976	868,838	59.88
	Supplies and Other Services	6,637,569	6,545,691	4,361,378	66.63
	Equipment Expense	663,576	662,329	105,999	16.00
	Fees retained by the Commission	185,560	185,560	131,777	71.02
	Assessment for Faculty Services	946,574	946,574	0	0.00
	Assessment for Support Services	227,874	231,344	91,193	39.42
	Assessment for Student Activity Costs	349,764	349,764	303,073	86.65
	Assessment for Operating Costs	100,134	96,283	42,374	44.01
	Total:	43,516,794	43,550,826	22,993,489	52.80
OPERATING INCOME / (LOSS)		(13,756,557)	(13,752,061)	2,230,081	(16.22)
NONOPERATING REVENUE (EXPENSE)					
	State Appropriations	15,277,769	14,972,214	9,930,550	66.33
	Gifts	0	3,000	3,000	100.00
	E&G Capital & Debt Service Support Revenue	0	0	400,590	
	Investment Income	25,245	25,245	25,519	101.08
	Assessment for E&G Capital & Debt Service Costs	(2,143,380)	(2,143,380)	(1,745,321)	81.43
	Total:	13,159,634	12,857,079	8,614,338	67.00
TRANSFERS & OTHER					
	Capital Expenditures	(90,384)	(90,384)	(97,276)	107.62
	Construction Expenditures	0	0	(7,500)	
	Transfers for Debt Service	(64,775)	(64,959)	(32,458)	49.97
	Transfers for Financial Aid Match	(81,239)	(81,239)	(18,881)	23.24
	Indirect Cost Recoveries	825	2,039	0	0.00
	Transfers - Other	(18,959)	(18,959)	0	0.00
	Total:	(254,533)	(253,502)	(156,115)	61.58
BUDGET BALANCE		(851,456)	(1,148,484)	10,688,303	(930.64)
Add: Estimated Unfilled Position Savings:		1,000,000	0		
ADJUSTED BUDGET BALANCE		148,544	(1,148,484)		
* Add: UNRESTRICTED NET ASSETS - Beginning of Year		7,126,814	7,235,274		
Less: USE OF RESERVE		0	0		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		<u>7,275,358</u>	<u>6,086,790</u>		

* Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2016 in the amount of \$8,911,409

Unrestricted Net Asset Balance is 16.61% of the current budget total operating expense.

Fairmont State University
 Budget vs Budget Statement of Revenues and Expenses
 Current Unrestricted - Central E&G

		FY 2017 Budget 12/31/2016	FY 2017 Budget 1/31/2017	Difference
OPERATING REVENUE	Tuition and Fees	24,120,664.00	24,120,664.00	0.00
	Student Activity Support Revenue	471,765.00	471,765.00	0.00
	Faculty Services Revenue	1,272,438.68	1,272,438.68	0.00
	Federal Grants and Contracts	0.00	0.00	0.00
	State/Local Grants and Contracts	0.00	0.00	0.00
	Private Grants and Contracts	0.00	0.00	0.00
	Auxiliary Enterprise Revenue	0.00	0.00	0.00
	Auxiliary Fees & Debt Service Support Revenue	0.00	0.00	0.00
	Operating Costs Revenue	1,598,714.38	1,596,481.06	(2,233.32)
	Support Services Revenue	1,983,304.22	1,991,278.58	7,974.36
	Other Operating Revenues	329,137.00	346,137.00	17,000.00
	Total:	29,776,023.28	29,798,764.32	22,741.04
OPERATING EXPENSE	Salaries	23,708,103.00	23,757,231.00	49,128.00
	Benefits	6,053,744.00	6,132,082.00	78,338.00
	Student financial aid-scholarships	3,192,992.00	3,192,992.00	0.00
	Utilities	1,450,976.25	1,450,976.25	0.00
	Supplies and Other Services	6,573,625.69	6,545,690.69	(27,935.00)
	Equipment Expense	662,328.74	662,328.74	0.00
	Loan cancellations and write-offs	0.00	0.00	0.00
	Fees retained by the Commission	185,560.00	185,560.00	0.00
	Assessment for Faculty Services	946,574.00	946,574.00	0.00
	Assessment for Support Services	226,187.61	231,343.52	5,155.91
	Assessment for Student Activity Costs	349,764.00	349,764.00	0.00
	Assessment for Operating Costs	96,283.40	96,283.40	0.00
	Total:	43,446,138.69	43,550,825.60	104,686.91
OPERATING INCOME / (LOSS)		(13,670,115.41)	(13,752,061.28)	(81,945.87)
NONOPERATING REVENUE	State Appropriations	15,277,769.00	14,972,214.00	(305,555.00)
(EXPENSE)	State Fiscal Stabilization Funds	0.00	0.00	0.00
	Gifts	3,000.00	3,000.00	0.00
	Investment Income	25,245.00	25,245.00	0.00
	Interest on capital asset related debt	0.00	0.00	0.00
	Assessment for E&G Capital & Debt Service Costs	(2,143,379.58)	(2,143,379.58)	0.00
	Reappropriated State Funding	0.00	0.00	0.00
	Total:	13,162,634.42	12,857,079.42	(305,555.00)
TRANSFERS & OTHER	Capital Expenditures	(90,384.00)	(90,384.00)	0.00
	Construction Expenditures	0.00	0.00	0.00
	Transfers for Debt Service	(64,959.26)	(64,959.26)	0.00
	Transfers for Financial Aid Match	(81,239.00)	(81,239.00)	0.00
	Indirect Cost Recoveries	2,039.42	2,039.42	0.00
	Transfers for Capital Projects	0.00	0.00	0.00
	Transfers for Scholarships	0.00	0.00	0.00
	Transfers - Other	(18,959.15)	(18,959.15)	0.00
	One-time use of reserve	0.00	0.00	0.00
	Total:	(253,501.99)	(253,501.99)	0.00
BUDGET BALANCE		(760,982.98)	(1,148,483.85)	(387,500.87)

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

As of January 31, 2017

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Tuition and Fees	1,873,725	2,044,794	1,944,674	95.10
	Other Operating Revenues	141,625	141,625	55,261	39.02
	Total:	2,015,350	2,186,419	1,999,935	91.47
OPERATING EXPENSE	Salaries	911,424	909,148	320,972	35.30
	Benefits	112,016	122,001	45,437	37.24
	Student financial aid-scholarships	32,310	32,310	41,476	128.37
	Utilities	4,500	4,500	2,396	53.25
	Supplies and Other Services	1,920,763	1,809,866	400,531	22.13
	Equipment Expense	204,969	354,113	274,779	77.60
	Total:	3,185,982	3,231,939	1,085,591	33.59
OPERATING INCOME / (LOSS)		(1,170,632)	(1,045,519)	914,344	(87.45)
NONOPERATING REVENUE (EXPENSE)	Gifts	500	30,828	30,878	100.16
	Total:	500	30,828	30,878	100.16
TRANSFERS & OTHER	Capital Expenditures	(20,000)	(40,380)	(67,639)	167.51
	Indirect Cost Recoveries	64,125	73,636	33,891	46.03
	Transfers - Other	43,250	43,250	0	0.00
	Total:	87,375	76,506	(33,748)	(44.11)
BUDGET BALANCE		(1,082,757)	(938,185)	911,474	(97.15)
Add: Estimated Unfilled Position Savings:		0	0		
ADJUSTED BUDGET BALANCE		(1,082,757)	(938,185)		
Add: UNRESTRICTED NET ASSETS - Beginning of Year		1,894,768	1,894,768		
Less: USE OF RESERVE		0	0		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		<u>812,011</u>	<u>956,583</u>		

Fairmont State University
 Budget vs Budget Statement of Revenues and Expenses
 Current Unrestricted - Fund Manager

		FY 2017 Budget 12/31/2016	FY 2017 Budget 1/31/2017	Difference
OPERATING REVENUE	Tuition and Fees	1,964,220.00	2,044,794.36	80,574.36
	State/Local Grants and Contracts	17,000.00	0.00	(17,000.00)
	Other Operating Revenues	141,625.00	141,625.00	0.00
	Total:	2,122,845.00	2,186,419.36	63,574.36
OPERATING EXPENSE	Salaries	867,514.00	909,148.00	41,634.00
	Benefits	116,316.32	122,001.32	5,685.00
	Student financial aid-scholarships	32,310.00	32,310.00	0.00
	Utilities	4,500.00	4,500.00	0.00
	Supplies and Other Services	1,810,528.03	1,809,866.03	(662.00)
	Equipment Expense	320,196.00	354,113.36	33,917.36
	Loan cancellations and write-offs	0.00	0.00	0.00
	Total:	3,151,364.35	3,231,938.71	80,574.36
OPERATING INCOME / (LOSS)		(1,028,519.35)	(1,045,519.35)	(17,000.00)
NONOPERATING REVENUE (EXPENSE)	Gifts	30,828.06	30,828.06	0.00
	Total:	30,828.06	30,828.06	0.00
TRANSFERS & OTHER	Capital Expenditures	(40,380.00)	(40,380.00)	0.00
	Indirect Cost Recoveries	73,635.87	73,635.87	0.00
	Transfers - Other	43,250.00	43,250.00	0.00
	One-time use of reserve	0.00	0.00	0.00
	Total:	76,505.87	76,505.87	0.00
BUDGET BALANCE		(921,185.42)	(938,185.42)	(17,000.00)

Auxiliary
Actual vs Budget Statement of Revenues and Expenses
Board of Governors
As of January 31, 2017

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Auxiliary Enterprise Revenue	8,883,109	8,898,867	7,164,343	80.51
	Auxiliary Fees & Debt Service Support Revenue	5,033,400	5,033,400	4,015,644	79.78
	Other Operating Revenues	235,339	235,339	147,262	62.57
	Total:	14,151,848	14,167,606	11,327,249	79.95
OPERATING EXPENSE	Salaries	2,752,807	2,731,452	1,468,087	53.75
	Benefits	629,516	685,181	288,065	42.04
	Student financial aid-scholarships	836,956	836,956	680,273	81.28
	Utilities	939,175	939,175	514,269	54.76
	Supplies and Other Services	3,161,578	3,180,554	1,826,480	57.43
	Equipment Expense	112,659	112,316	116,026	103.30
	Loan cancellations and write-offs	0	0	3,640	
	Total:	8,432,691	8,485,634	4,896,839	57.71
OPERATING INCOME / (LOSS)		5,719,157	5,681,972	6,430,410	113.17
NONOPERATING REVENUE (EXPENSE)	Gifts	0	2,647	2,034	76.84
	Interest on capital asset related debt	(91,042)	(91,042)	(27,207)	29.88
	Total:	(91,042)	(88,395)	(25,173)	28.48
TRANSFERS & OTHER	Capital Expenditures	(135,523)	(135,523)	(7,000)	5.17
	Construction Expenditures	0	0	(1,482)	
	Transfers for Debt Service	(4,885,273)	(4,885,273)	(2,438,905)	49.92
	Transfers for Financial Aid Match	(3,425)	(3,425)	0	0.00
	Total:	(5,024,221)	(5,024,221)	(2,447,388)	48.71
BUDGET BALANCE - Projected Transfer to Reserves		603,895	569,356	3,957,849	
* Add: NET ASSETS - Beginning of Year		<u>9,259,125</u>	<u>9,259,125</u>		
Equals: PROJECTED NET ASSETS - End of Year		<u>9,863,020</u>	<u>9,828,481</u>		

* Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2016 in the amount of \$1,054,647

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

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

		FY 2017 Budget 12/31/2016	FY 2017 Budget 1/31/2017	Difference
OPERATING REVENUE	Auxiliary Enterprise Revenue	8,898,866.79	8,898,866.79	0.00
	Athletic Sponsorships	0.00	0.00	0.00
	Auxiliary Fees & Debt Service Support Revenue	5,033,400.00	5,033,400.00	0.00
	Other Operating Revenues	235,339.00	235,339.00	0.00
	Total:	14,167,605.79	14,167,605.79	0.00
OPERATING EXPENSE	Salaries	2,736,814.00	2,731,452.00	(5,362.00)
	Benefits	672,389.00	685,181.00	12,792.00
	Student financial aid-scholarships	836,956.00	836,956.00	0.00
	Utilities	939,174.76	939,174.76	0.00
	Supplies and Other Services	3,188,882.22	3,180,554.22	(8,328.00)
	Equipment Expense	112,316.08	112,316.08	0.00
	Loan cancellations and write-offs	0.00	0.00	0.00
	Assessment for Auxiliary Fees & Debt Service	0.00	0.00	0.00
	Total:	8,486,532.06	8,485,634.06	(898.00)
OPERATING INCOME / (LOSS)		5,681,073.73	5,681,971.73	898.00
NONOPERATING REVENUE (EXPENSE)	Gifts	2,647.17	2,647.17	0.00
	Interest on capital asset related debt	(91,042.32)	(91,042.32)	0.00
	Loss/Gain on Disposal of Fixed Assets	0.00	0.00	0.00
	Total:	(88,395.15)	(88,395.15)	0.00
TRANSFERS & OTHER	Capital Expenditures	(135,522.72)	(135,522.72)	0.00
	Construction Expenditures	0.00	0.00	0.00
	Transfers for Debt Service	(4,885,272.84)	(4,885,272.84)	0.00
	Transfers for Financial Aid Match	(3,425.00)	(3,425.00)	0.00
	Transfers to Plant Reserves	(568,458.02)	(569,356.02)	(898.00)
	Transfers for Scholarships	0.00	0.00	0.00
	Transfers - Other	0.00	0.00	0.00
	Total:	(5,592,678.58)	(5,593,576.58)	(898.00)
BUDGET BALANCE		0.00	0.00	0.00

Fairmont State University
Actual vs Budget Statement of Revenues and Expenses
Current Unrestricted - Central E&G

As of February 28, 2017

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE					
	Tuition and Fees	24,120,664	24,120,664	23,036,356	95.50
	Student Activity Support Revenue	471,765	471,765	404,261	85.69
	Faculty Services Revenue	1,272,439	1,272,439	0	0.00
	Operating Costs Revenue	1,652,395	1,596,481	956,310	59.90
	Support Services Revenue	1,919,837	1,994,505	1,067,987	53.55
	Other Operating Revenues	323,137	346,137	128,098	37.01
	Total:	29,760,237	29,801,991	25,593,013	85.88
OPERATING EXPENSE					
	Salaries	23,978,766	23,712,613	12,807,796	54.01
	Benefits	5,783,010	6,118,788	3,308,037	54.06
	Student financial aid-scholarships	3,192,992	3,192,992	3,160,104	98.97
	Utilities	1,450,976	1,450,976	1,021,915	70.43
	Supplies and Other Services	6,637,569	6,545,185	4,864,302	74.32
	Equipment Expense	663,576	661,293	126,345	19.11
	Fees retained by the Commission	185,560	185,560	131,777	71.02
	Assessment for Faculty Services	946,574	946,574	0	0.00
	Assessment for Support Services	227,874	231,344	98,719	42.67
	Assessment for Student Activity Costs	349,764	349,764	313,369	89.59
	Assessment for Operating Costs	100,134	96,283	42,989	44.65
	Total:	43,516,794	43,491,372	25,875,352	59.50
OPERATING INCOME / (LOSS)		(13,756,557)	(13,689,381)	(282,339)	2.06
NONOPERATING REVENUE (EXPENSE)					
	State Appropriations	15,277,769	14,972,214	9,930,550	66.33
	Gifts	0	3,000	3,000	100.00
	Investment Income	25,245	25,245	59,626	236.19
	Assessment for E&G Capital & Debt Service Costs	(2,143,380)	(2,143,380)	(1,789,100)	83.47
	Total:	13,159,634	12,857,079	8,204,077	63.81
TRANSFERS & OTHER					
	Capital Expenditures	(90,384)	(90,384)	(97,276)	107.62
	Construction Expenditures	0	0	(7,500)	
	Transfers for Debt Service	(64,775)	(64,959)	(32,458)	49.97
	Transfers for Financial Aid Match	(81,239)	(81,239)	(18,881)	23.24
	Indirect Cost Recoveries	825	2,039	0	0.00
	Transfers - Other	(18,959)	(18,959)	0	0.00
	Total:	(254,533)	(253,502)	(156,115)	61.58
BUDGET BALANCE		(851,456)	(1,085,803)	7,765,623	(715.20)
Add: Estimated Unfilled Position Savings:		1,000,000	0		
ADJUSTED BUDGET BALANCE		148,544	(1,085,803)		
* Add: UNRESTRICTED NET ASSETS - Beginning of Year		7,126,814	7,235,274		
Less: USE OF RESERVE		0	0		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		<u>7,275,358</u>	<u>6,149,471</u>		

* Unrestricted Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2016 in the amount of \$8,911,409

Unrestricted Net Asset Balance is 16.64% of the current budget total operating expense.

Fairmont State University
 Budget vs Budget Statement of Revenues and Expenses
 Current Unrestricted - Central E&G

		FY 2017 Budget 1/31/2017	FY 2017 Budget 2/28/2017	Difference
OPERATING REVENUE	Tuition and Fees	24,120,664.00	24,120,664.00	0.00
	Student Activity Support Revenue	471,765.00	471,765.00	0.00
	Faculty Services Revenue	1,272,438.68	1,272,438.68	0.00
	Federal Grants and Contracts	0.00	0.00	0.00
	State/Local Grants and Contracts	0.00	0.00	0.00
	Private Grants and Contracts	0.00	0.00	0.00
	Auxiliary Enterprise Revenue	0.00	0.00	0.00
	Auxiliary Fees & Debt Service Support Revenue	0.00	0.00	0.00
	Operating Costs Revenue	1,596,481.06	1,596,481.06	0.00
	Support Services Revenue	1,991,278.58	1,994,505.11	3,226.53
	Other Operating Revenues	346,137.00	346,137.00	0.00
	Total:	29,798,764.32	29,801,990.85	3,226.53
OPERATING EXPENSE	Salaries	23,757,231.00	23,712,613.00	(44,618.00)
	Benefits	6,132,082.00	6,118,788.00	(13,294.00)
	Student financial aid-scholarships	3,192,992.00	3,192,992.00	0.00
	Utilities	1,450,976.25	1,450,976.25	0.00
	Supplies and Other Services	6,545,690.69	6,545,184.69	(506.00)
	Equipment Expense	662,328.74	661,292.74	(1,036.00)
	Loan cancellations and write-offs	0.00	0.00	0.00
	Fees retained by the Commission	185,560.00	185,560.00	0.00
	Assessment for Faculty Services	946,574.00	946,574.00	0.00
	Assessment for Support Services	231,343.52	231,343.52	0.00
	Assessment for Student Activity Costs	349,764.00	349,764.00	0.00
	Assessment for Operating Costs	96,283.40	96,283.40	0.00
	Total:	43,550,825.60	43,491,371.60	(59,454.00)
OPERATING INCOME / (LOSS)		(13,752,061.28)	(13,689,380.75)	62,680.53
NONOPERATING REVENUE	State Appropriations	14,972,214.00	14,972,214.00	0.00
(EXPENSE)	State Fiscal Stabilization Funds	0.00	0.00	0.00
	Gifts	3,000.00	3,000.00	0.00
	Investment Income	25,245.00	25,245.00	0.00
	Interest on capital asset related debt	0.00	0.00	0.00
	Assessment for E&G Capital & Debt Service Costs	(2,143,379.58)	(2,143,379.58)	0.00
	Reappropriated State Funding	0.00	0.00	0.00
	Total:	12,857,079.42	12,857,079.42	0.00
TRANSFERS & OTHER	Capital Expenditures	(90,384.00)	(90,384.00)	0.00
	Construction Expenditures	0.00	0.00	0.00
	Transfers for Debt Service	(64,959.26)	(64,959.26)	0.00
	Transfers for Financial Aid Match	(81,239.00)	(81,239.00)	0.00
	Indirect Cost Recoveries	2,039.42	2,039.42	0.00
	Transfers for Capital Projects	0.00	0.00	0.00
	Transfers for Scholarships	0.00	0.00	0.00
	Transfers - Other	(18,959.15)	(18,959.15)	0.00
	One-time use of reserve	0.00	0.00	0.00
	Total:	(253,501.99)	(253,501.99)	0.00
BUDGET BALANCE		(1,148,483.85)	(1,085,803.32)	62,680.53

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

As of February 28, 2017

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Tuition and Fees	1,873,725	2,054,794	1,961,525	95.46
	Other Operating Revenues	141,625	141,625	56,666	40.01
	Total:	2,015,350	2,196,419	2,018,191	91.89
OPERATING EXPENSE	Salaries	911,424	909,148	395,505	43.50
	Benefits	112,016	122,001	56,609	46.40
	Student financial aid-scholarships	32,310	32,310	41,476	128.37
	Utilities	4,500	4,500	2,687	59.72
	Supplies and Other Services	1,920,763	1,806,233	475,010	26.30
	Equipment Expense	204,969	364,113	280,152	76.94
	Total:	3,185,982	3,238,306	1,251,438	38.64
OPERATING INCOME / (LOSS)		(1,170,632)	(1,041,886)	766,752	(73.59)
NONOPERATING REVENUE (EXPENSE)	Gifts	500	30,828	31,128	100.97
	Total:	500	30,828	31,128	100.97
TRANSFERS & OTHER	Capital Expenditures	(20,000)	(40,380)	(67,639)	167.51
	Indirect Cost Recoveries	64,125	73,636	36,202	49.16
	Transfers - Other	43,250	43,250	0	0.00
	Total:	87,375	76,506	(31,437)	(41.09)
BUDGET BALANCE		(1,082,757)	(934,552)	766,443	(82.01)
Add: Estimated Unfilled Position Savings:		0	0		
ADJUSTED BUDGET BALANCE		(1,082,757)	(934,552)		
Add: UNRESTRICTED NET ASSETS - Beginning of Year		1,894,768	1,894,768		
Less: USE OF RESERVE		0	0		
Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year		<u>812,011</u>	<u>960,216</u>		

Fairmont State University
 Budget vs Budget Statement of Revenues and Expenses
 Current Unrestricted - Fund Manager

		FY 2017 Budget 1/31/2017	FY 2017 Budget 2/28/2017	Difference
OPERATING REVENUE	Tuition and Fees	2,044,794.36	2,054,794.36	10,000.00
	State/Local Grants and Contracts	0.00	0.00	0.00
	Other Operating Revenues	141,625.00	141,625.00	0.00
	Total:	2,186,419.36	2,196,419.36	10,000.00
OPERATING EXPENSE	Salaries	909,148.00	909,148.00	0.00
	Benefits	122,001.32	122,001.32	0.00
	Student financial aid-scholarships	32,310.00	32,310.00	0.00
	Utilities	4,500.00	4,500.00	0.00
	Supplies and Other Services	1,809,866.03	1,806,233.03	(3,633.00)
	Equipment Expense	354,113.36	364,113.36	10,000.00
	Loan cancellations and write-offs	0.00	0.00	0.00
	Total:	3,231,938.71	3,238,305.71	6,367.00
OPERATING INCOME / (LOSS)		(1,045,519.35)	(1,041,886.35)	3,633.00
NONOPERATING REVENUE (EXPENSE)	Gifts	30,828.06	30,828.06	0.00
	Total:	30,828.06	30,828.06	0.00
TRANSFERS & OTHER	Capital Expenditures	(40,380.00)	(40,380.00)	0.00
	Indirect Cost Recoveries	73,635.87	73,635.87	0.00
	Transfers - Other	43,250.00	43,250.00	0.00
	One-time use of reserve	0.00	0.00	0.00
	Total:	76,505.87	76,505.87	0.00
BUDGET BALANCE		(938,185.42)	(934,552.42)	3,633.00

Auxiliary
Actual vs Budget Statement of Revenues and Expenses
Board of Governors
As of February 28, 2017

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
OPERATING REVENUE	Auxiliary Enterprise Revenue	8,883,109	8,898,867	7,180,933	80.69
	Athletic Sponsorships	0	0	0	
	Auxiliary Fees & Debt Service Support Revenue	5,033,400	5,033,400	4,386,034	87.14
	Other Operating Revenues	235,339	235,339	168,081	71.42
	Total:	14,151,848	14,167,606	11,735,048	82.83
OPERATING EXPENSE	Salaries	2,752,807	2,731,452	1,667,736	61.06
	Benefits	629,516	683,741	330,965	48.41
	Student financial aid-scholarships	836,956	836,956	685,581	81.91
	Utilities	939,175	939,175	577,989	61.54
	Supplies and Other Services	3,161,578	3,180,554	2,033,867	63.95
	Equipment Expense	112,659	112,316	117,892	104.96
	Loan cancellations and write-offs	0	0	3,640	
	Assessment for Auxiliary Fees & Debt Service	0	0	0	
	Total:	8,432,691	8,484,194	5,417,670	63.86
OPERATING INCOME / (LOSS)		5,719,157	5,683,412	6,317,378	111.15
NONOPERATING REVENUE (EXPENSE)	Gifts	0	2,647	2,034	76.84
	Interest on capital asset related debt	(91,042)	(91,042)	(30,608)	33.62
	Loss/Gain on Disposal of Fixed Assets	0	0	0	
	Total:	(91,042)	(88,395)	(28,574)	32.32
TRANSFERS & OTHER	Capital Expenditures	(135,523)	(135,523)	(7,000)	5.17
	Construction Expenditures	0	0	(1,482)	
	Transfers for Debt Service	(4,885,273)	(4,885,273)	(2,438,905)	49.92
	Transfers for Financial Aid Match	(3,425)	(3,425)	0	0.00
	Transfers for Scholarships	0	0	0	
	Transfers - Other	0	0	0	
	Total:	(5,024,221)	(5,024,221)	(2,447,387)	48.71
BUDGET BALANCE - Projected Transfer to Reserves		603,895	570,796	3,841,418	
* Add: NET ASSETS - Beginning of Year		<u>9,259,125</u>	<u>9,259,125</u>		
Equals: PROJECTED NET ASSETS - End of Year		<u>9,863,020</u>	<u>9,829,921</u>		

* Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2016 in the amount of \$1,054,647

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

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

		FY 2017 Budget 1/31/2017	FY 2017 Budget 2/28/2017	Difference
OPERATING REVENUE	Auxiliary Enterprise Revenue	8,898,866.79	8,898,866.79	0.00
	Athletic Sponsorships	0.00	0.00	0.00
	Auxiliary Fees & Debt Service Support Revenue	5,033,400.00	5,033,400.00	0.00
	Other Operating Revenues	235,339.00	235,339.00	0.00
	Total:	14,167,605.79	14,167,605.79	0.00
OPERATING EXPENSE	Salaries	2,731,452.00	2,731,452.00	0.00
	Benefits	685,181.00	683,741.00	(1,440.00)
	Student financial aid-scholarships	836,956.00	836,956.00	0.00
	Utilities	939,174.76	939,174.76	0.00
	Supplies and Other Services	3,180,554.22	3,180,554.22	0.00
	Equipment Expense	112,316.08	112,316.08	0.00
	Loan cancellations and write-offs	0.00	0.00	0.00
	Assessment for Auxiliary Fees & Debt Service	0.00	0.00	0.00
	Total:	8,485,634.06	8,484,194.06	(1,440.00)
OPERATING INCOME / (LOSS)		5,681,971.73	5,683,411.73	1,440.00
NONOPERATING REVENUE (EXPENSE)	Gifts	2,647.17	2,647.17	0.00
	Interest on capital asset related debt	(91,042.32)	(91,042.32)	0.00
	Loss/Gain on Disposal of Fixed Assets	0.00	0.00	0.00
	Total:	(88,395.15)	(88,395.15)	0.00
TRANSFERS & OTHER	Capital Expenditures	(135,522.72)	(135,522.72)	0.00
	Construction Expenditures	0.00	0.00	0.00
	Transfers for Debt Service	(4,885,272.84)	(4,885,272.84)	0.00
	Transfers for Financial Aid Match	(3,425.00)	(3,425.00)	0.00
	Transfers to Plant Reserves	(569,356.02)	(570,796.02)	(1,440.00)
	Transfers for Scholarships	0.00	0.00	0.00
	Transfers - Other	0.00	0.00	0.00
	Total:	(5,593,576.58)	(5,595,016.58)	(1,440.00)
BUDGET BALANCE		0.00	0.00	0.00

FAIRMONT STATE UNIVERSITY - CURRENT RESTRICTED
Budget to Budget
January 31, 2017

OPERATING REVENUES	Budget 31-Dec-16	Budget 31-Jan-17	Difference
Federal Grants & Contracts	23,571,995.07	23,571,995.07	-
State/Local Grants & Contracts	7,330,291.59	7,336,451.59	6,160.00
Private Grants & Contracts	1,963,821.80	1,963,821.80	-
Other Operating Revenue	7,802.00	7,802.00	-
sub-total	32,873,910.46	32,880,070.46	6,160.00
OPERATING EXPENSES			
Salaries	1,065,906.30	1,068,286.12	2,379.82
Benefits	122,349.96	120,056.70	(2,293.26)
Student Financial Aid-Scholarships	40,238,175.75	40,238,175.75	-
Utilities	-	-	-
Supplies and Other Services	1,154,331.87	1,139,354.47	(14,977.40)
Equipment Expense	266,839.50	290,394.23	23,554.73
sub-total	42,847,603.38	42,856,267.27	8,663.89
NONOPERATING REVENUES (EXPENSES)			
Pell Federal Grants	10,000,000.00	10,000,000.00	-
Investment Income	-	-	-
Gifts	5,000.00	5,000.00	-
sub-total	10,005,000.00	10,005,000.00	-
EXCLUDE OPERATING ACCOUNT			
Exclude - Assets	(17,500.00)	(17,500.00)	-
Construction Expenditures	(7,500.00)	(7,500.00)	-
Exclude - Transfers for Fin Aid Match	84,664.00	84,664.00	-
Exclude - Indirect Cost Recoveries	(79,160.63)	(76,706.74)	2,453.89
Exclude - Transfers Other	-	-	-
sub-total	(19,496.63)	(17,042.74)	2,453.89
OPERATING INCOME/LOSS	(9,973,692.92)	(9,976,196.81)	(2,503.89)
	11,810.45	11,760.45	(50.00)

FAIRMONT STATE UNIVERSITY - CURRENT RESTRICTED
Budget to Budget
February 28, 2017

OPERATING REVENUES	BUDGET 31-Jan-17	BUDGET 28-Feb-17	Difference
Federal Grants & Contracts	23,571,995.07	23,571,995.07	-
State/Local Grants & Contracts	7,336,451.59	7,336,451.59	-
Private Grants & Contracts	1,963,821.80	2,001,321.80	37,500.00
Other Operating Revenue	7,802.00	7,802.00	-
sub-total	32,880,070.46	32,917,570.46	37,500.00
OPERATING EXPENSES			
Salaries	1,068,286.12	1,073,486.12	5,200.00
Benefits	120,056.70	120,056.70	-
Student Financial Aid-Scholarships	40,238,175.75	40,238,175.75	-
Utilities	-	-	-
Supplies and Other Services	1,139,354.47	1,171,026.03	31,671.56
Equipment Expense	290,394.23	291,022.67	628.44
sub-total	42,856,267.27	42,893,767.27	37,500.00
NONOPERATING REVENUES (EXPENSES)			
Pell Federal Grants	10,000,000.00	10,000,000.00	-
Investment Income	-	-	-
Gifts	5,000.00	5,000.00	-
sub-total	10,005,000.00	10,005,000.00	-
EXCLUDE OPERATING ACCOUNT			
Exclude - Assets	(17,500.00)	(17,500.00)	-
Construction Expenditures	(7,500.00)	(7,500.00)	-
Exclude - Transfers for Fin Aid Match	84,664.00	84,664.00	-
Exclude - Indirect Cost Recoveries	(76,706.74)	(76,706.74)	-
Exclude - Transfers Other	-	-	-
sub-total	(17,042.74)	(17,042.74)	-
OPERATING INCOME/LOSS	(9,976,196.81)	(9,976,196.81)	(0.00)
	11,760.45	11,760.45	(0.00)

Fairmont State University Fund Type Definitions

These definitions are provided as a reference for determining the sources and uses of funds included in each of the financial reporting categories (fund types).

Current Unrestricted Funds - The Current Unrestricted Funds include resources of the institution which are expendable for any purpose in performing the primary objectives of the institution such as instruction, research, and public service, and which have not been designated by the governing board for other purposes. Current Unrestricted Funds may be divided into subgroups. The subgroups within the Banner Finance system include:

FUND TYPE	FUND TYPE NAME
11	Current Unrestricted- Bacc.- Fund Manager
1A	Current Unrestricted - Buyout Funds
12	Current Unrestricted - Bacc. - Clearing & Adj.
13	Current Unrestricted- Bacc.- Central E&G (Pres. Control)

Fund Manager – The fund manager funds represent funds assessed or earned by academic schools and other departments that support costs specific to the department such as classroom and lab supplies and equipment.

Buyout Funds – These funds are created to track costs associated with providing coverage for faculty to allow them to spend time working on grant projects.

Clearing and Adjustment Funds – One example of a clearing fund is our revenue clearing fund. Tuition and fees are initially deposited into the revenue clearing fund and then automated processes are run daily to move those funds to the multiple operating funds in summary format. The adjustment funds are used to record audit accrual entries in preparation of the annual financial statements.

Central E&G (President’s Control) – These are the main operating budgets of the Institutions. The sources of these revenues include tuition and fees, State Appropriations, chargeback revenues and other miscellaneous income. The funding primarily supports Academic Schools, Student Services, Academic Support Offices, Information Technology, the Library, Administration and Finance, and Physical Plant.

Current Restricted Funds - The Current Restricted Fund group consists of those funds expendable for operating purposes but restricted by donors or an outside agency as to the specific purpose for which they may be expended. Restricted funds at Fairmont State consist primarily of contracts and grants received from federal or state governments for financial aid, research, public service or other restricted purposes. The fund types in the Banner Finance system include:

FUND TYPE	FUND TYPE NAME
21	Current Restricted- Baccalaureate
28	Current Restricted- Bacc.- Financial Aid

Auxiliary Funds –Auxiliary enterprises are self supporting activities conducted primarily to provide facilities or services to students, faculty, and staff. Such activities at Fairmont State include the operations of the residence halls, Safety and Security and parking facility, Falcon Center (including dining services and bookstore) and intercollegiate athletics. These activities are designated with a separate fund type for fiscal management. All Auxiliary Operations, except Athletics, are restricted by bond covenants. Auxiliary Operations are owned and managed by Fairmont State University, however, operating costs and debt obligations are supported by fees from both Fairmont State and Pierpont students. The fund types in Banner Finance that represent Auxiliary operations include:

FUND TYPE	FUND TYPE NAME
31	Auxiliary- Bd. of Governors - <i>Operating funds</i>
32	Auxiliary- BOG- Clearing & Adjustment funds
38	Auxiliary Reserves - Bd. Of Governors

Auxiliary Operating Funds – These funds include the primary operating revenue and expenditures of the auxiliary operations. Each Auxiliary operation has one or more operating funds used to collect student fees and various revenues and pay operating costs. Operating costs include salaries, employee benefits, operating costs, and debt repayment. The Auxiliary Managers also plan for annual transfers to reserves to have sufficient funds available for one-time operating needs and improvements to facilities.

Auxiliary Clearing and Adjustment Funds – This fund type primarily includes the fund used for audit adjusting entries in preparation for the annual financial statement audit.

Auxiliary Reserves – This group of funds includes the five reserve funds for Auxiliary operations. The use of these funds is restricted for auxiliary needs and all funds except those for Athletics are restricted by the bond covenants.

- Athletics – Auxiliary Reserve
- Athletics Special Equity Reserve
- Facilities Fee – Auxiliary Reserve
- Falcon Center – Auxiliary Reserve
- Housing – Auxiliary Reserve

Auxiliary- FSU- Clearing and Adjustment Funds – These funds are utilized to initially record the collection of student fees charged for Auxiliary Services. The revenues are transferred to the respective Auxiliary operating funds on a monthly basis. This is done to initially show the fees as earned by FSU and then transferred to the Auxiliary funds. *Pierpont also has Auxiliary Clearing and Adjustment funds.*

These funds are not reported on the Monthly Budget to Actual Financial Statements in the Current Unrestricted Funds. The revenues are shown on the Auxiliary Monthly Financial Report after they are transferred from the clearing funds.

Plant Funds

Auxiliary Plant Funds – Auxiliary Plant Funds consist of funds designated for auxiliary capital projects. Once a capital project has been approved by the Fairmont State University Board of Governors, funds are moved from the respective Auxiliary Reserves fund to the capital project fund. The funds are used for the payment of construction costs, which are capitalized upon completion of the project. All costs are moved to the Construction in Progress (CIP) asset account on a monthly basis. This is done in the Investment in Plant fund type for Auxiliaries or the respective bond series. All of this activity is accounted for in Banner Finance under the following fund types:

FUND TYPE	FUND TYPE NAME
86	Investment in Plant - Auxiliary
91	Plant Renew & Replacement- Auxiliary-project funds

These funds are not part of the Monthly Financial Reports. However, cash projections are provided during budget preparation to seek approval for upcoming capital projects. These funds roll-up to the Auxiliary column in the Additional Information of the annual financial statement audit.

Educational and General (E&G) Plant Funds– E&G Plant Funds consist of funds designated for capital projects. Once a capital project has been approved by both the Fairmont State University Board of Governors and the Pierpont Community and Technical College Board of Governors, funds are moved from the respective E&G or Infrastructure Reserve fund to the capital project fund. The funds are used for the payment of construction costs, which are capitalized upon completion of the project. All costs are moved to the Construction in Progress (CIP) asset account on a monthly basis. This is done in the Investment in Plant fund type for E&G, Infrastructure or the specific funding source (such as allocations from HEPC).

FUND TYPE	FUND TYPE NAME
83	Plant Renew & Replacement - Reserves
93	Plant Renewal and Replacement- <i>project funds</i>
97	Investment in Plant - E&G Fund (shared assets)

These funds are not part of the Monthly Financial Reports. However, cash projections are provided during budget preparation to seek approval for upcoming capital projects. These funds roll-up to the Board of Governor’s Support fund column in the Additional Information of the annual financial statement audit.

Investment in Plant Funds – Fairmont State - These funds are used to record capital assets owned solely by Fairmont State University and the corresponding depreciation expense. This category includes capitalized equipment (cost over \$5,000).

FUND TYPE	FUND TYPE NAME
85	Investment in Plant - University

These funds roll-up to the Unrestricted, Restricted and Other funds column in the Additional Information of the annual financial statement audit. These funds do not include cash as they are used to record the asset values of purchases from other funding sources.

Plant – Retirement of Indebtedness Funds

Retirement of Indebtedness funds – These funds are used to record the bond indebtedness for each of the types of funds – University, Auxiliary and Board of Governor’s support.

FUND TYPE	FUND TYPE NAME
82	Plant Retirement of Indebtedness - University
84	Plant Retirement of Indebtedness - Auxiliary
95	Plant Retirement of Indebtedness

These funds are not part of the Monthly Financial Reports. These funds roll-up to the designated fund columns in the Additional Information of the annual financial statement audit.

Perkins Loan – University Funds – This category is used to report activity within the Federal Perkins Loan Fund. The Perkins Loan Fund is a revolving fund which means that funds collected for the repayment of student loans provide the cash balances for current year loans. We are in the process of closing out the Perkins Loan fund and assigning all outstanding debt to the U.S. Department of Education. Enrollment Services staff including the Registrar’s Office and Financial Aid are working on this project.

FUND TYPE	FUND TYPE NAME
42	Loan Funds

These funds are not part of the Monthly Financial Reports. These funds roll-up to the Unrestricted, Restricted and Other funds column in the Additional Information of the annual financial statement audit.

Tab 3

**Fairmont State University
Board of Governors
April 20, 2017**

Item: Update of Program Reviews from 2016

Committee: Academic Affairs

Information Only: Provide an update on the Program Reviews from 2016

Staff Member: Christina Lavorata, Provost and Vice President of Academic Affairs

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

Updates were requested last year to include assessment and recruitment plans, enrollment rates, and graduation rates for some programs.

A new program review cycle will begin in 2017 and has been submitted to the HEPC.

FSU Board of Governors' Academic Affairs Committee Meeting Notes 3-30-17

Spanish Program: Dean Deanna Shields, Chair Angela Schwer, Professor Ingrid Bircann-Barkey

Good Progress has been made on number of majors: 2015-16: 3; 2016-17: 14

Curriculum is being re-designed with fewer hours to make it more accessible for students

Recruitment efforts have increased by visiting classes in Nursing, Education, Business and Liberal Arts to encourage students to add Spanish electives or a minor to their studies. This is a good employment enhancement for graduates.

Committee recommendations: Strive for better marketing and work with FSU professional recruitment staff to promote the program to regional high school students

Report back to Committee in spring 2018

Communication Arts: Dean Robert Mild

Program has met its requested improvements in assessment and should continue this progress

Program is growing in majors due to the concentrations now available within it: Government, Health, Sport, Performance, Public, Multimedia, and Visual

Next report due during regular review period: 2020-21

Theater Arts: Dean Robert Mild, Program Coordinator John O'Connor

Program met its goals for improved recruitment and provided requested timeline for a planning retreat and for curricular improvements

Meet with committee in spring 2018 to document curricular revisions

Engineering Technologies: Chair Hugh Costello, ABET Coordinator James Vassil

Programs have healthy enrollments with potential for further growth

Classroom space, limited number of faculty, and heavy advising loads continue to be a challenge

Potential surveying program should move forward through submission of Intent to Plan documents

Allied Health Administration: Based upon 2015-16 BOG recommendation, program will officially move to School of Business in fall 2017 and name will change to Health Care Management. Current students are already being advised in the School of Business.

Tab 4

**Fairmont State University
Board of Governors
April 20, 2017**

Item: Title IX Policy. The policy will participate in the thirty (30) day comment period.

Committee: Committee of the Whole

Recommended Resolution: The Board of Governors approves the Title IX Policy to be posted for a thirty (30) day comment period.

Staff Member: Cindy Curry and Daniel Swinton, J.D., Ed.D.
Senior Associate Executive Director
Association of Title IX Administrators

Background: Fairmont State University seeks to implement a Title IX Policy. This policy complies with federal, state and local laws and regulations. Specifically, this policy upholds: West Virginia Code § 18B-1-6; Title IX of the Education Amendments of 1972, including accompanying regulations and guidance provided by the U.S. Department of Education' Office for Civil Rights; Title VII of the Civil Rights Act of 1964, including accompanying regulations and guidance provided by the Equal Employment Opportunity Commission (EEOC); Applicable federal court decisions. This policy replaces policies 09, "Sexual Harassment," and 42, "Consensual Romantic or Sexual Relationships."

FAIRMONT STATE UNIVERSITY
TITLE: SEXUAL HARASSMENT
DRAFT

SECTION 1.
GENERAL

1. SCOPE

This rule defines sexual harassment and sex and gender discrimination and provides guidelines for filing complaints regarding sexual harassment and sex and gender discrimination.

2. AUTHORITY

This policy complies with federal, state and local laws and regulations. Specifically, this policy upholds: West Virginia Code § 18B-1-6; Title IX of the Education Amendments of 1972, including accompanying regulations and guidance provided by the U.S. Department of Education' Office for Civil Rights; Title VII of the Civil Rights Act of 1964, including accompanying regulations and guidance provided by the Equal Employment Opportunity Commission (EEOC); Applicable federal court decisions. This policy replaces policies 09, "sSexual Harassment," and 42, "Consensual Romantic or Sexual Relationships."

3. INVESTIGATION AND RESOLUTION

All alleged violations of this policy will be promptly, thoroughly and impartially addressed using the Fairmont State University Title IX Investigation and Resolution Procedures.

4. EFFECTIVE DATE May 1, 2017, or upon passage

SECTION 2. POLICY

It is the policy of the Fairmont State University Board of Governors to maintain a work and educational environment free from all forms of sexual harassment and sex or gender discrimination of any employee, applicant for employment, student, guest or visitor. Sexual harassment is expressly prohibited. It is the responsibility of Fairmont State University to strive to maintain an environment free of such conduct and to take prompt, thorough and impartial measures to stop the harassment, remedy its effects and prevent its recurrence once the institution receives notice of sexual harassment or sex or gender based discrimination.

SECTION 3. DEFINITIONS

1. SEXUAL HARASSMENT

Sexual harassment is:

- unwelcome,
- sexual, sex-based and/or gender-based verbal, written, online and/or physical conduct.

Anyone experiencing sexual harassment in any University program is encouraged to report it immediately to the Title IX Coordinator, Title IX Investigator or a deputy. Remedies, education and/or training will be provided in response.

Sexual harassment may be disciplined when it takes the form of *quid pro quo* harassment, retaliatory harassment and/or creates a hostile environment.

A hostile environment is created when sexual harassment is:

- sufficiently severe, or
- persistent or pervasive, and
- objectively offensive that it:
 - unreasonably interferes with, denies or limits someone's ability to participate in or benefit from the University's educational [and/or employment], social and/or residential program.

Quid Pro Quo Harassment is:

- Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature
- By a person having power or authority over another constitutes sexual harassment when
- Submission to such sexual conduct is made either explicitly or implicitly a term or condition of rating or evaluating an individual's educational [or employment] progress, development, or performance.
 - This includes when submission to such conduct would be a condition for access to receiving the benefits of any educational [or employment] program.

Examples include: an attempt to coerce an unwilling person into a sexual relationship; to repeatedly subject a person to egregious, unwelcome sexual attention; to punish a refusal to comply with a sexual based request; to condition a benefit on submitting to sexual advances; sexual violence; intimate partner violence, stalking; gender-based bullying.

Romantic or sexual relationships between a faculty member and current student, or between a supervisor and employee or between two people where one has authority or power over the other are by their nature discriminatory and are prohibited.

Some examples of possible Sexual Harassment include:

- A professor insists that a student have sex with him/her in exchange for a good grade. This is harassment regardless of whether the student accedes to the request.
- A student repeatedly sends sexually oriented jokes around on an email list s/he created, even when asked to stop, causing one recipient to avoid the sender on campus and in the residence hall in which they both live.
- Explicit sexual pictures are displayed in an employee's office or on the exterior of a residence hall door
- Two supervisors frequently 'rate' several employees' bodies and sex appeal, commenting suggestively about their clothing and appearance.
- A professor engages students in her class in discussions about their past sexual experiences, yet the conversation is not in any way germane to the subject matter of the class. She probes for explicit details, and demands that students answer her, though they are clearly uncomfortable and hesitant.
- An ex-girlfriend widely spreads false stories about her sex life with her former boyfriend to the clear discomfort of the boyfriend, turning him into a social pariah on campus
- Male students take to calling a particular brunette student "Monica" because of her resemblance to Monica Lewinsky. Soon, everyone adopts this nickname for her, and she is the target of relentless remarks about cigars, the president, "sexual relations" and Weight Watchers.
- A student grabbed another student by the hair, then grabbed her breast and put his mouth on it. While this is sexual harassment, it is also a form of sexual violence.

2. NON-CONSENSUAL SEXUAL CONTACT

Non-Consensual Sexual Contact is:

- any intentional sexual touching,
- however slight,
- with any object,
- by a person upon another person,
- that is without consent and/or by force¹.

Sexual Contact includes:

- Intentional contact with the breasts, buttocks, groin, or genitals, or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts; or

¹ The use of force is not "worse" than the subjective experience of violation of someone who has sex without consent. However, the use of physical force constitutes a stand-alone non-sexual offense as well, as it is our expectation that those who use physical force (restrict, battery, etc.) would face not just the sexual misconduct charge, but charges under the code for the additional assaultive behavior.

- Any other intentional bodily contact in a sexual manner.

3. NON-CONSENSUAL SEXUAL INTERCOURSE

Non-Consensual Sexual Intercourse is:

- any sexual intercourse
- however slight,
- with any object,
- by a person upon another person,
- that is without consent and/or by force².

Intercourse includes:

- Vaginal or anal penetration by a penis, object, tongue or finger, and oral copulation (mouth to genital contact), no matter how slight the penetration or contact.

4. SEXUAL EXPLOITATION

Occurs when one person takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to:

- Invasion of sexual privacy;
- Prostituting another person;
- Non-consensual digital, video or audio recording of nudity or sexual activity;
- Unauthorized sharing or distribution of digital, video or audio recording of nudity or sexual activity;
- Engaging in voyeurism;
- Going beyond the boundaries of consent (such as letting your friend hide in the closet to watch you having consensual sex);
- Knowingly exposing someone to or transmitting an STI, STD or HIV to another person;
- Intentionally or recklessly exposing one's genitals in non-consensual circumstances; inducing another to expose their genitals;
- Sexually-based stalking and/or bullying may also be forms of sexual exploitation

5. ADDITIONAL APPLICABLE DEFINITIONS:

- Consent:
 - Consent is
 - clear, and
 - knowing, and

² *Id.*

- voluntary, affirmative and conscious,
 - words or actions,
 - that give permission for specific sexual activity.
 - Consent is active, not passive.
 - Silence, in and of itself, cannot be interpreted as consent.
 - Consent can be given by words or actions, as long as those words or actions create mutually understandable permission regarding willingness to engage in (and the conditions of) sexual activity.
 - Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity.
 - Previous relationships or prior consent cannot imply consent to future sexual acts.
 - Consent can be withdrawn once given, as long as that withdrawal is clearly communicated.
 - In order to give consent, one must be of legal age.
 - Sexual activity with someone you know to be or should know to be incapacitated constitutes a violation of this policy.
 - Incapacitation can occur mentally or physically, from developmental disability, by alcohol or other drug use, or blackout.
 - The question of what the responding party should have known is objectively based on what a reasonable person in the place of the responding party, sober and exercising good judgment, would have known about the condition of the reporting party.
 - Incapacitation is a state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g., to understand the “who, what, when, where, why or how” of their sexual interaction).
 - This policy also covers a person whose incapacity results from mental disability, sleep, unconsciousness, involuntary physical restraint, or from the taking of rape drugs. [Possession, use and/or distribution of any of these substances, including Rohypnol, Ketomine, GHB, Burundanga, etc., is prohibited, and administering one of these drugs to another student is a violation of this policy.
- Force: Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes threats, intimidation (implied threats) and coercion that overcomes free will or resistance or that produces consent (“Have sex with me or I’ll hit you.” “Okay, don’t hit me, I’ll do what you want.”).
 - Coercion is unreasonable pressure for sexual activity. When someone makes clear to you that they do not want sex, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

- NOTE: There is no requirement for a party to resist the sexual advance or request, but resistance is a clear demonstration of non-consent. The presence of force is not demonstrated by the absence of resistance. Sexual activity that is forced is by definition non-consensual, but non-consensual sexual activity is not by definition forced.
- Use of alcohol or other drugs will never function to excuse any behavior that violates this policy.
- This policy is applicable regardless of the sexual orientation and/or gender identity of individuals engaging in sexual activity.
- For reference to the pertinent state statutes on sex offenses, please see [insert reference here, or place in Appendix].

6. RELATED MISCONDUCT OFFENSES (WILL FALL UNDER THIS POLICY WHEN SEX OR GENDER-BASED)

- Threatening or causing physical harm, extreme verbal abuse, or other conduct which threatens or endangers the health or safety of any person;
- Discrimination, defined as actions that deprive other members of the community of educational or employment access, benefits or opportunities on the basis of sex or gender;
- Intimidation, defined as implied threats or acts that cause an unreasonable fear of harm in another;
- Hazing, defined as acts likely to cause physical or psychological harm or social ostracism to any person within the University community, when related to the admission, initiation, pledging, joining, or any other group-affiliation activity (as defined further in the Hazing Policy);
- Bullying, defined as
 - Repeated and/or severe
 - Aggressive behavior
 - Likely to intimidate or intentionally hurt, control or diminish another person, physically or mentally
 - That is not speech or conduct otherwise protected by the 1st Amendment.
- Intimate Partner Violence, defined as violence or abuse between those in an intimate relationship to each other;
 - A boyfriend shoves his girlfriend into a wall upon seeing her talking to a male friend. This physical assault based in jealousy is a violation of the Intimate Partner Violence policy.
 - An ex-girlfriend shames her female partner, threatening to out her as a lesbian if she doesn't give the ex another chance. Psychological abuse is a form of Intimate Partner Violence.
 - A graduate student refuses to wear a condom and forces his girlfriend to take hormonal birth control though it makes her ill, in order to prevent pregnancy.
 - Married employees are witnessed in the parking garage, with one partner

- slapping and scratching the other in the midst of an argument.
- Stalking
 - Repetitive and menacing,
 - Pursuit, following, harassing, and/or interfering with the peace and/or safety of another.
 - Any other University policies may fall within this section when a violation is motivated by the actual or perceived membership of the reporting party's sex or gender.

7. RETALIATION

Retaliation is defined as any adverse action taken against a person participating in a protected activity because of their participation in that protected activity. Retaliation against an individual for an allegation, for supporting a reporting party or for assisting in providing information relevant to an allegation is a serious violation of University policy.

SECTION 4. SANCTIONS

The following sanctions may be imposed upon any member of the community found to have violated the Sex/Gender Harassment, Discrimination and Misconduct Policy. Factors considered in sanctioning are defined in [as appropriate] the Student Handbook, <http://www.fairmontstate.edu/files/institutionalforms/formrepo/2016-2017%20Student%20Handbook.pdf>; the Faculty Handbook, <http://www.fairmontstate.edu/files/institutionalforms/formrepo/16-17%20Faculty%20Handbook.pdf>; and the Staff Handbook, <https://www.fairmontstate.edu/publications/campushandbooks/employeehandbook.pdf>.

The following are the typical sanctions that may be imposed upon students or organizations singly or in combination:

1. STUDENT SANCTIONS (LISTED BELOW AND DEFINED IN STUDENT HANDBOOK)

- Warning
- Probation
- Suspension
- Expulsion
- Withholding Diploma
- Revocation of Degree
- Transcript Notation
- Organizational Sanctions
- Other Actions

2. EMPLOYEE SANCTIONS (LISTED BELOW AND DEFINED IN FACULTY AND EMPLOYEE HANDBOOKS)

- Warning – Written or Verbal

- Performance Improvement Plan
- Required Counseling
- Required Training or Education
- Demotion
- Loss of/Ineligibility for Raise or Pay Increase
- Suspension without Pay
- Suspension with Pay
- Revocation of Tenure
- Termination

3. SANCTIONING FOR SEXUAL MISCONDUCT

- Any person found responsible for violating the Non-Consensual Sexual Contact policy (where no intercourse has occurred) will likely receive a sanction ranging from probation to expulsion, depending on the severity of the incident, and taking into account any previous disciplinary violations.*
- Any person found responsible for violating the Non-Consensual Sexual Intercourse policy will likely face a recommended sanction of suspension or expulsion (student) or suspension or termination (employee).*
- Any person found responsible for violating the Sexual Exploitation or Sexual Harassment policies will likely receive a recommended sanction ranging from warning to expulsion or termination, depending on the severity of the incident, and taking into account any previous disciplinary violations.*

*The decision-making body reserves the right to broaden or lessen any range of recommended sanctions in the case of serious mitigating circumstances or egregiously offensive behavior. Neither the initial hearing officers nor any appeals body or officer will deviate from the range of recommended sanctions unless compelling justification exists to do so.

SECTION 5. ADDITIONAL POLICY PROVISIONS

1. ATTEMPTED VIOLATIONS

In most circumstances, University will treat attempts to commit any of the violations listed in the this policy as if those attempts had been completed.

2. FALSE REPORTS

University will not tolerate intentional false reporting of incidents. It is a violation of the *Student Code of Conduct* and the Faculty and Staff handbooks to make an intentionally false report of any policy violation, and it may also violate state criminal statutes and civil defamation laws.

3. AMNESTY FOR VICTIMS AND WITNESSES

The University community encourages the reporting of misconduct and crimes by victims and witnesses. Sometimes, victims or witnesses are hesitant to report to University officials or participate in resolution processes because they fear that they themselves may be accused of policy violations, such as underage drinking at the time of the incident. It is in the best interests of this community that as many victims as possible choose to report to University officials, and that witnesses come forward to share what they know. To encourage reporting, University pursues a policy of offering victims of misconduct and witnesses amnesty from minor policy violations related to the incident.

Sometimes, students are hesitant to offer assistance to others for fear that they may get themselves in trouble (for example, as student who has been drinking underage might hesitate to help take a sexual misconduct victim to the Campus Police). The University pursues a policy of amnesty for students who offer help to others in need. While policy violations cannot be overlooked, the University will provide educational options, rather than punishment, to those who offer their assistance to others in need.

4. PARENTAL NOTIFICATION

The University reserves the right to notify parents/guardians of dependent students regarding any health or safety risk, change in student status or conduct situation, particularly alcohol and other drug violations. The University may also notify parents/guardians of non-dependent students who are under age 21 of alcohol and/or drug policy violations. Where a student is non-dependent, the University will contact parents/guardians to inform them of situations in which there is a significant and articulable health and/or safety risk. The University also reserves the right to designate which University officials have a need to know about individual conduct reports pursuant to the Family Educational Rights and Privacy Act.

SECTION 6. REPORTING AND FILING COMPLAINTS

1. REPORTING REUIREMENTS

All University employees (faculty, staff, administrators) are expected to immediately report actual or suspected discrimination or harassment to appropriate officials, though there are some limited exceptions. On campus, some resources may maintain confidentiality – meaning they are not required to report actual or suspected discrimination or harassment to appropriate University officials - thereby offering options and advice without any obligation to inform an outside agency or individual unless a victim has requested information to be shared. Other resources exist for a victim to report crimes and policy violations and these resources will take action when an incident is reported to them. The following describes the two reporting options at University:

2. CONFIDENTIAL REPORTING

If a reporting party would like the details of an incident to be kept confidential, the reporting party may speak with:

- On-campus licensed professional psychologists, counselors and staff
- On-campus health service providers and staff
- On-campus Victim Advocate
- Off-campus:
 - Licensed professional counselors
 - Local rape crisis counselors
 - Domestic violence resources,
 - Local or state assistance agencies,
 - Clergy/Chaplains

All of the above employees will maintain confidentiality except in extreme cases of immediate threat or danger, or abuse of a minor. Campus counselors are available to help free of charge and can be seen on an emergency basis during normal business hours. These employees will submit timely anonymous, aggregate statistical information for Clery Act purposes unless they believe it would be harmful to a specific client or patient.

3. MANDATORY REPORTING

All University employees have a duty to report sexual harassment or discrimination of which they become aware, unless they fall under the “Confidential Reporting” section below.. Employees must share all details of the reports they receive. Generally, climate surveys, classroom writing assignments, human subjects research, or events such as Take Back the Night marches or speak-outs do not provide notice that must be reported to the Coordinator by employees. Remedial actions may result without formal University action.

If a victim does not wish for their name to be shared, does not wish for an investigation to take place, or does not want a formal resolution to be pursued, the victim may make such a request to the Title IX Coordinator, Title IX Investigator or Deputy Coordinators, who will evaluate that request in light of the duty to ensure the safety of the campus and comply with federal law. In cases indicating pattern, predation, threat, weapons and/or violence, the University will likely be unable to honor a request for confidentiality. In cases where the victim requests confidentiality and the circumstances allow the University to honor that request, the University will offer interim supports and remedies to the victim and the community, but will not otherwise pursue formal action. A reporting party has the right, and can expect, to have reports taken seriously by the University when formally reported, and to have those incidents investigated and properly resolved through these procedures.

Formal reporting still affords privacy to the reporter, and only a small group of officials who need to know will be told. Information will also be shared as necessary with investigators, witnesses and the responding party. The circle of people with this knowledge will be kept as tight as possible to preserve a reporting party's rights and privacy

Reports or complaints may be filed with, as appropriate, the Title IX Coordinator or Title IX Investigator. Reports can be made via email, phone, in writing or in person. Reports may also be made online at <https://www.fairmontstate.edu/adminfiscalaffairs/human-resources/title-ix-information-report-sexual-discrimination-assault-or-misconduct>.

4. TITLE IX COORDINATOR

The Title IX Coordinator oversees the University's compliance with Title IX, including the resolution process described in the *Title IX Investigation and Resolution Process*. Inquiries about and reports regarding sexual harassment issues and/or these procedures may be made internally to:

Title IX Coordinator for Fairmont State University:

Cindy Curry

Human Resources Office
324 Hardway Hall
1201 Locust Avenue
Fairmont, WV 26554
304.367.4386

Cindy.Curry@FairmontState.edu

or

Jessica Kropog-Furgason

Chief Title IX Investigator
Public Safety
Falcon Center
1201 Locust Avenue
Fairmont, WV 26554

Jessica.Kropog@FairmontState.edu

Individuals may also contact the Department of Education's Office for Civil Rights, who oversees enforcement of Title IX:

Office for Civil Rights (OCR)
U.S. Department of Education
400 Maryland Avenue, SW

Washington, DC 20202-1100
Customer Service Hotline #: (800) 421-3481
Phone: (877) 521-2172
Fax: (202) 453-6012
Email: OCR@ed.gov
Web: <http://www.ed.gov/ocr>

Employees may also contact the Equal Employment Opportunity Commission (EEOC)
Contact: <http://www.eeoc.gov/contact/>

U.S. Equal Employment Opportunity Commission
Pittsburgh Area Office
William S. Moorhead Federal Building
1000 Liberty Avenue, Suite 1112
Pittsburgh, PA 15222
Phone: 412-395-5902
Fax: 412-395-5749

Tab 5

**Fairmont State University
Board of Governors
April 20, 2017**

Item: Campus Solicitation Policy

Committee: Committee of the Whole

Recommended Resolution: The Board of Governors approves the Campus Solicitation Policy to be effective immediately.

Staff Member: Robin Yeager

Background: Fairmont State University seeks to implement a Campus Solicitation Policy to establish a protocol regulating solicitation on campus in order to avoid disruption of business operations or disturbance of faculty, staff, visitors, and students.

Fairmont State University worked with Dawn George, attorney in the Attorney General's Office and HEPC, to develop this policy.

The policy has completed the 30-day comment period and received two substantial comments that have been included in the policy. The first comment was received from Attorney Dawn George updating the definition of charitable organization. The second comment was received by Alicia Kalka, Director of Housing explaining that housing does not allow solicitation.

CAMPUS SOLICITATION POLICY

PURPOSE

The purpose of this procedure is to establish a protocol regulating solicitation on the campus of Fairmont State University in order to avoid disruption of business operations or disturbance of faculty, staff, visitors, and students.

As part of this policy, the policy is entitled to uphold the freedoms of expression and speech guaranteed by the First Amendment of the U.S. Constitution and the West Virginia Constitution. Free speech is central to the university's academic mission and it encourages and supports open, vigorous, and civil debate across the full spectrum of society's issues as they present themselves to this community.

The university has the right under appropriate circumstances to regulate the time, place, and manner of exercising these and other constitutionally protected rights. The purpose and intent of this regulation is to place reasonable limitations on solicitation activities occurring on University property so that the university may fulfill its primary missions of teaching, researching, and extension. This policy provides the applicable rules and procedures for any form of solicitation on campus.

2. DEFINITIONS

2.1 "Charitable Contribution" means a pledge or grant of anything of value to a charitable organization, where the value of the pledge or grant exceeds the value of anything received in return.

2.2 ~~"Charitable Organization" means an organization that has humane and philanthropic objectives, whose activities benefit humanity or a significant rather than limited segment of the community without expectation of profit or reward and is exempt from taxation under Section 501(c)(3) of the Internal Revenue Code.~~ "Charitable organization" means a person who is or holds itself out to be a benevolent, educational, philanthropic, humane, patriotic, religious or eleemosynary organization, or any person who solicits or obtains contributions solicited from the public for charitable purposes, or any person who in any manner employs any appeal for contributions which may be reasonably interpreted to suggest that any part of these contributions will be used for charitable purposes. A chapter, branch, area, office or similar affiliate or any person soliciting contributions within the state for a charitable organization which has its principal place of business outside the state is a charitable organization for the purposes of this article."

Commented [YR1]: Per Dawn George e-mail provided from the IRS Code

2.3 "Commercial Solicitation" means any proposal to sell, seeking or asking of an offer to buy, dissemination of information for the purpose of facilitating the sale of goods or services, any activity which attempts to raise funds, whether through sale of goods and services or donations,

for any entity that is not a charitable organization, or the dissemination or collection of surveys for a commercial purpose.

2.4 “Distribution” means individuals handing materials to other individuals who may refrain from receiving them. Leaving materials unattended on a surface or vehicle to be picked up is considered littering, not distribution.

2.5 “Non-Commercial Solicitation” means any hand distribution of leaflets, brochures or other written materials designed for informational and not commercial purposes. This definition does not include the dissemination of information for purposes of the administrative, academic, research, or extension activities of the University.

2.6 “Non-University Groups” means a group of individuals, other than Student or University Groups, that are legally separate entities from the University, even though some of the members or participants may be University personnel, alumni, or students.

2.7 “Student” means any person from the time he or she accepts admission to University up through the date of graduation. This includes new students at orientation and any other person currently enrolled in a credit earning course offered by the University.

2.8 “Student Group” means a group of students who have satisfied the university’s procedures and requirements for registration or recognition.

2.9 “University Group” means an administrative or academic unit, department or center within the University.

3. General Procedures

3.1 When reservations of space for solicitation are required, reservations will be confirmed if the space is available and not otherwise reserved or scheduled. In addition, the use of the space for solicitation may be subject to the reasonable time, place, or manner limits listed in this section. The University does not impose restrictions on any forms of solicitation because of the content or viewpoint of the expression or the possible reaction to that expression. In addition, the university does not assume any obligation or responsibility for the content of materials distributed by Students, Student Groups, or Non-University Groups or individuals.

3.2 Groups and individuals can reserve space in advance by contacting Falcon Center for the Falcon Center and campus outdoor space, or the administrator responsible for scheduling the use of the university facility where the solicitation is to take place. The number of groups and individuals that may be scheduled for use of the space shall be controlled by space availability as determined in the discretion of the Director, of Falcon Center, or his/her designee, giving due consideration to the provisions of section 3.4 below.

3.3 Except for University-approved vendors, groups may not conduct commercial solicitation or solicitation for charitable contributions at University-sponsored or hosted events held at Falcon Center and/or the parking lots surrounding this facility.

3.4 The following apply to all forms of solicitation activities:

3.4.1 Groups and individuals may not block or otherwise interfere with the free flow of vehicular, bicycle or pedestrian traffic. The rights of way on streets and sidewalks must be maintained.

3.4.2 Groups and individuals may not block or otherwise interfere with ingress and egress into and out of University buildings.

3.4.3 Groups and individuals shall not obstruct, disrupt, interrupt or attempt to force the cancelation of any University-sponsored event or activity, or by users authorized to use University facilities.

3.4.4 Groups and individuals shall not engage in harassing, physically abusive, threatening or intimidating conduct toward any person.

3.4.5 Classes, meetings, ceremonies, scheduled activities, educational activities, and other essential University processes shall not be disrupted.

3.4.6 The use of public address systems or amplified sound will not be allowed without prior approval from Falcon Center.

3.4.7 The safety of members of the campus community, collectively and individually, must be protected at all times.

3.4.8 Solicitation activities shall not damage University property or its grounds, including lawns, shrubs, or trees.

3.4.9 Groups and individuals must comply with all applicable University policies, regulations, and rules, and with applicable laws, including those concerning safety, libel, slander, defamation, and obscenity.

3.4.10 Groups and individuals shall comply with the directions of University officials when enforcing these provisions.

3.5 Groups and individuals participating in solicitation activities, whether sponsored or not, are accountable for compliance with the provisions of this regulation. Violations of this regulation may be grounds for disciplinary action. University ~~and Groups~~, Student Groups, and Students who sponsor non-university participants may be held accountable for such participant's compliance with this regulation. In addition, since non-university individuals or groups are not subject to the

University's disciplinary procedures, their failure to comply with these provisions may result in appropriate action under State or Federal law.

4. PRIORITY FOR USE

4.1 The use of space for solicitation shall be reserved according to the following priorities:

4.1.1 Consistent with the University's mission, academic classes, research, and extension activities, will have the highest priority for the use of space.

4.1.2 University groups uses for activities other than academic classes, research and extension activities, will have next highest priority in the use of space.

4.1.3 Student Groups, students, ~~and~~-sponsored Non-University Groups, and individuals will have the next highest priority.

4.1.4 Un-sponsored Non-University Groups and individuals will have the lowest priority.

4.2 A reserved use shall have priority over any unscheduled use, even when reserving space is not required by this regulation.

5. PROCEDURES FOR NON-COMMERCIAL SOLICITATION

5.1 University ~~and Groups~~, Student Groups, Students, ~~and~~ Sponsored Participants

5.1.1 University ~~and Groups~~, Student Groups, Students, and their sponsored Non-University Groups and individuals may conduct non-commercial solicitation without reserving space in any outdoor area of campus and the common areas of the University, the use of which is not otherwise restricted, reserved, or scheduled. However, a member of the University or Student Group or the student sponsoring the Non-University groups or individuals must be present at all times with these participants while conducting such activity.

5.1.2 Although not required, to further the effectiveness of the use, these groups and individuals are encouraged to reserve space for the solicitation. Advance reservation enables the university to help ensure that the solicitation does not conflict with a reserved or scheduled use, takes place in constructive and effective manner, and to assist the groups and individuals in seeing that the activity does not disrupt the university's educational activities and essential processes.

5.2 Un-sponsored Non-University Groups and Individuals

Non-university groups or individuals desiring to conduct non-commercial solicitation must reserve space at least 48 hours in advance of the activity. Reservations will be approved on a space-available basis.

5.3 Procedures Specific to University Housing

University ~~and Groups~~, Student Groups, Students, and Non-University Groups and individuals may engage in noncommercial solicitation in University Housing facilities upon the following conditions:

5.3.1 All groups and non-residents desiring to conduct non-commercial solicitation must reserve space in the desired University Housing facility by contacting University Housing at least 48 hours in advance of the activity. ~~Residents~~ Students who reside in Housing do not have to reserve space for non-commercial solicitation for the University Housing facility in which they reside.

5.3.2 The solicitation may occur only within the lobby, waiting parlor or other common area(s) as designated by the Residence ~~or Community~~ Director, but never in individual residents' living quarters. Solicitation will not be allowed to disrupt the University Housing environment.

5.3.3 Students who reside in University Housing ~~Residents~~ may engage in door-to-door non-commercial solicitation in the University Housing facility in which they reside, consistent with normal community interactions. ~~Groups and other individuals may not conduct door-to-door solicitation.~~

5.3.4 Bulletin boards in University Housing areas may be used for noncommercial solicitation only in accordance with any content and viewpoint neutral rules issues by University Housing.

6. PROCEDURES FOR COMMERCIAL SOLICITATION

6.1 University ~~and Groups~~, Student Groups, and Students may conduct commercial solicitation on University premises subject to the conditions below. Non-University Groups and individuals, are prohibited from engaging in commercial solicitation unless sponsored by a University ~~or Group~~, Student Group, or Student.

6.2 All commercial solicitation must be conducted under the following conditions:

6.2.1 Students and members of the University or Student Group must conduct all commercial solicitation on behalf of the sponsored Non-University Groups and individuals. However, this provision shall not prohibit a University Group from contracting with Non-University Groups to conduct commercial solicitation on University premises, so long as the contract is signed by a University employee with proper signatory authority.

6.2.2 Groups and individuals must reserve space to conduct commercial solicitation. Groups and individuals can reserve outdoor space by contacting Falcon Center or a University facility by contacting the administrator responsible for scheduling the use of the facility. Groups and individuals must request the use of such space at least 48 hours in advance of the activity.

Commented [AK2]: The following organizations may be permitted to engage in scheduled and pre-approved door to door canvassing of residence halls:
Student representatives of SGA
Student candidates for office in SGA
Representatives of the above groups must follow established procedures for scheduling access to halls and apartment buildings, and checking in with building staff. For inquiries about scheduling access for canvassing in the residence halls, please contact the Housing Office at 304-367-4216.

6.2.3 Food offered for sale or given away in connection with the solicitation must comply with all applicable health code standards.

6.3 Procedures Specific to University Housing

6.3.1 Non-University Groups or individuals may not conduct commercial solicitation in University Housing.

6.3.2 Fraternities, sororities and their governing councils, residence hall-house councils, Inter Residence Council, and University Housing may generate funds in the residence halls or chapter facilities for programming activities consistent with their purposes. University Housing and/or Fraternity or Sorority Life may establish rules for these internal fundraising activities.

6.3.3 University ~~or Groups~~, Student Groups, and Students may engage in commercial solicitation to generate funds for their programming activities consistent with the stated purpose of the group, subject to the following conditions:

(a) Groups wishing to conduct solicitation must reserve space by contacting University Housing at least 48 hours in advance of the activity.

(b) Solicitation may occur only within the lobby, waiting parlor or other common area(s) as designed by the Residence or Community Director, but never in individual residents' living quarters. No door-to-door solicitation is permitted. Solicitation will not be allowed to disrupt the University Housing environment.

6.4 Residents of University Housing facilities are not permitted to use their rooms for commercial solicitation, to have product demonstrations or parties, to advertise their room number for sale purposes, or to regularly conduct a business from their rooms. However, residents may sell their used personal possessions, and may advertise their room or phone number for this purpose. Residents are allowed to use their rooms to perform services that are within the scope of their University employment.

6.5 Nothing in this section shall prevent a student from inviting anyone into his or her residence hall living quarters for the purposes of that student considering or pursuing the invitee's goods or services.

6.6 Bulletin boards in University Housing facilities may be used for commercial solicitation only in accordance with any content and viewpoint-neutral rules issued by University Housing.

7. PROCEDURES FOR SOLICITATION OF CHARITABLE CONTRIBUTIONS

7.1 University Groups, Student Groups, Students, and their sponsored Non-University Groups and individuals may conduct solicitations of charitable contributions. However, a member of the University or Student Group or the student sponsoring the Non-University Group or individuals

Commented [AK3]: Our current Housing solicitation policy has NONE of these exceptions listed in this section. We do not permit any commercial solicitation by university or non-university groups or persons. If we did permit solicitation then our students in Housing would constantly be solicited for money. Our current policy indicates that no solicitation for a commercial service or product will be allowed at any time.

Commented [AK4]: Again, we do not permit any university or student groups to solicit in Housing at all.

must be present at all times with these participants while conducting such activity. Unsponsored Non-University Groups and individuals are prohibited from conducting independent solicitations of charitable contributions.

7.2 Groups and individuals must reserve space to conduct solicitation of charitable contributions. Groups and individuals can reserve outdoor space by contacting Falcon Center or a University facility by contacting the administrator responsible for scheduling the use of the facility. Groups and individuals must request the use of such space at least 48 hours in advance of the activity.

7.3 If the solicitation is to be conducted in a University facility the group may be required to sign a Facility Use Agreement.

7.4 Food given away in connection with solicitation may not be prepared at the place of distribution, and must comply with all applicable health code standards. Goods and services offered for sale must comply with applicable State and Federal health and safety laws and regulations.

7.5 Procedures Specific to University Housing

Solicitation for charitable contributions may be carried out in University Housing, subject to the following restrictions:

7.5.1 Groups or individuals desiring to conduct the solicitation must reserve space by contacting University Housing at least 48 hours in advance of the activity.

7.5.2 The solicitation may occur only within the lobby, waiting parlor or other common area(s) as designated by the Residence or Community Director, but never in individual residents' living Quarters. No door-to-door solicitation is permitted. Solicitation will not be allowed to disrupt the University Housing environment.

8. EXCLUSIONS

8.1 Nothing in this regulation shall be deemed to affect the activities of University Groups whose official activities include selling or promoting the sale of goods or services or taking surveys.

8.2 Nothing in this regulation shall prohibit the University from barring solicitation on University property that are non-public forums. These areas are not traditionally open to the public for speech, such as libraries, office space, residence halls, laboratories, and classrooms, which may be limited to University uses.

Commented [AK5]: We do not permit any solicitation or door to door canvassing for charities or commercial items what so ever.

Tab 6

**Fairmont State University
Board of Governors
April 20, 2017**

Item: Athletic Department 2018 Budget and the 20-year Athletic Master Plan update.

Committee: Committee of the Whole

Recommended Resolution: Approval of the Athletics 2018 fiscal year budget plan and approval of the 20-year master plan update.

Staff Member: Tim McNeely

Background: The 2018 FY budget plan includes a balanced budget.

The 20-year plan update details the FY 2018 budget changes from FY 2017 which are shown on the attached narrative page in **BOLD** print.

The 20-year plan update provides information about the assumptions made to predict the future years' operating revenues and expenses.

See attached 20-year updated financial proforma.

The Athletics master plan was first approved by the Governing Board June 20, 2013.

This request seeks your approval for the following:

1. The 2018 operating budget plan
2. The Athletics 20-year master plan update.

Athletics 20 Year Budget Plan Update (Inclusive of FY18 Budget Proposal)

Assumptions for Athletics 20 Year Budget Projection – FY 18 Update (Bolded items reflect FY18 changes)

- **Athletic Fee Revenue – 4-year has been increased by \$50,000 for FY18.** As called for in the Athletic Master Plan, we have incorporated a 3% increase to the Athletic Fee. This estimated student fee revenue is determined by enrollment. This fee increase will generate additional revenue for next fiscal year.
- **Other Athletic Revenue has been decreased by \$13,106 for FY18.** This estimated decrease reflects conservative estimates for royalties, guarantees, and sponsorships. Also, removing budget adjustments made to host the NCAA Division II Football playoff game.
- **Athletic Sponsorships and Fundraising has been decreased by \$1,016 for FY18.** This estimated decrease is due to an adjustment in Auxiliary Space Rental revenue.
- **Athletic Labor decreased by \$2,858 FY18.** This is a result of increment budget savings on positions where that value was adjusted to reflect the anticipated expense for FY 2018.
- Athletic Scholarships has been left unchanged for FY18.
- **Athletic Operating has been increased by \$28,412 for FY18.** This increases allow for a zero based budget. An unused portion of these funds will be transferred to reserves at the fiscal year end.
- Annual Lease Payment – Turf has been left unchanged at \$0 for FY18. The final payment for the turf occurred on 5/15/15. Plans and timing for replacement of the turf have not yet been determined and are not reflected in the pro-forma.
- Transfers to Fairmont E&G will remain the same for FY18. This line item was utilized to track the repayment of the football scoreboard. The final payment was submitted in FY17.
- **Transfer to Reserve has been increased by \$10,327 for FY18.** This estimated increase is due to the allocation of budget to address immediate needs and submit a zero-based budget. The unused portion of “Athletic Operating” funds will be transferred to reserves at the fiscal year end.

- **Interest is should be projected at \$3,000 for FY18.** This amount has increased due to a higher reserve balance than before and is an accurate projection for the proforma.
- **Athletic Special Equity Fee will be increased by \$20,000 for FY18.** This estimated student fee revenue is determined by enrollment. The special equity fee exceeded the budgeted revenue in FY16 and should again in the current fiscal year.
- **Special Equity Athletic Labor has been decreased by \$1,515 for FY18.** This decrease is due to a position being eliminated from the budget.
- **Special Equity Athletic Scholarships – student fees has increased by \$50,000 for FY18.** This estimated increase is in accordance with the master plan to be used for women’s sports scholarships.
- Special Equity Athletic Operating has been left unchanged for FY18. The unused portion of these funds will be transferred to reserves at the fiscal year end.
- Non-Mandatory Transfers In will remain at zero for FY18.
- **Special Equity Transfer to Reserve has been increased by \$30,149 for FY18.** This estimated increase is due to the allocation of budget to address immediate needs and submit a zero-based budget. An unused portion of “Athletic Operating” funds will be transferred to reserves at the fiscal year end.

Note: In FY 2019, a special equity fee increase is projected for the addition of Women’s Lacrosse.

Fairmont State University Athletics
 FY17 Budget Condition & FY18 Budget Plan
 Finance Committee Meeting - March 29, 2017

	<i>As of 2/28/17</i>			
<u>Regular Athletic Fee and Other Revenues</u>	<u>2017 - Budget</u>	<u>2017-Actual</u>	<u>FY 2018 Budget</u>	<u>FY18-FY17</u>
Athletic Fee Revenue - 4-year (9101XX or 9100XX)	1,450,000	1,298,866	1,500,000	50,000
Other Athletic Revenue (9100XX, 9105XX, & 9113XX)	150,106	130,429	137,000	(13,106)
Athletic Sponsorships and Fundraising (9104XX, 9111XX, 9112XX)	110,016	80,704	109,000	(1,016)
Total Athletic Fee and Other Revenue	1,710,122	1,509,999	1,746,000	35,878
Athletic Labor (9100XX, 9104XX)	797,570	501,938	794,712	(2,858)
Athletic Scholarships - student fees (9103XX or 9100XX)	183,459	0	183,459	0
Athletic Operating (9100XX, 9102XX, 9104XX, 9111XX, 9112XX)	739,420	601,907	767,832	28,412
Total Athletic Fee Expenses	1,720,449	1,103,846	1,746,003	25,554
Net Total Revenue	(10,327)	406,153	(3)	10,324
Annual Lease Payment -Turf	0	0	0	0
Transfers To Fairmont E&G	0	0	0	0
Non-Mandatory Transfers Out-Other	0	0	0	0
Transfers To Reserves	(10,327)	0	0	10,327
Net Revenue - after Transfers to Reserves	0	406,153	(3)	(3)

Special Equity Fee

	<u>2017 - Budget</u>	<u>2017-Actual</u>	<u>FY 2018 Budget</u>	<u>FY18-FY17</u>
Athletic-Special Equity Fee (9106XX)	826,000	740,895	846,000	20,000
Private Grants - Foundation	1,664	3,500	0	(1,664)
Total Special Equity Revenue	827,664	744,395	846,000	18,336
Athletic Labor (9106XX)	319,217	186,058	317,702	(1,515)
Athletic Scholarships - student fees (9106XX-H172XX)	232,000	216,359	282,000	50,000
Athletic Operating (9106XX less H172XX)	299,000	164,146	299,000	0
Total Special Equity Expenses	850,217	566,563	898,702	48,485
Net Total Revenue	(22,553)	177,832	(52,702)	(30,149)
Non-Mandatory Transfers In - Other	0	0	0	0
Transfers to Athletic Fee Reserves - Special Equity Fee	0	0	(30,149)	(30,149)
Net Revenue - after Transfers to Reserves	(22,553)	177,832	(22,553)	0

Total E&G and Other Expenditures

	<u>2017 - Budget</u>	<u>2017-Actual</u>	<u>FY 2018 Budget</u>	<u>FY18-FY17</u>
E&G - Labor (6001XX, 9000XX)	1,118,395	652,119	1,119,001	606
E&G Operating - Facilities (9000XX-3402XX)	382,954	240,011	382,954	0
E&G Operating -Scholarships (F452)	130,000	130,000	130,000	0
E&G Operating -Scholarships & Expenses (one-time)	-	-	-	-
Participant Enhancement Scholarships - Athletics (A301)	8,500	6,000	8,500	0
Auxiliary Operating -Scholarships (supported by Housing)(F691)	80,250	79,542	80,250	0
E&G Operating -Waivers - (W402)	900,645	875,328	945,677	45,032
FUS Athletic Football Scholarships -(W448)	23,874	19,315	25,068	1,194
Total E&G and Other Expenditures	2,644,618	2,002,315	2,691,450	46,832
FSA A - Scholarships	150,000	150,000	150,000	0

- Transfers to Athletic Reserves are not specifically budgeted currently, however, budget considerations have been made to transfer to reserves at year-end. The dollar amount will be determined toward the end of the fiscal year.

ICAC/Fairmont State University
Athletics Financial Analysis
20 Year Budget Projection - as of February 28, 2017

	2016 - Budget		as of 06-30-16		as of 02-28-17		Updated 03-21-17			
	2016 - Budget	Add 2016	2016-Actual	2017 - Budget	Add 2017	2017- Actual	2018	Add 2018	2019	Add 2019
Regular Athletic Fee and Other Revenues										
Athletic Fee Revenue - 2-year	0		0	0			0	0	0	0
Athletic Fee Revenue - 4-year (9101XX or 9100XX)	1,469,810	6,763	1,485,746	1,450,000	(19,810)	1,298,866	1,500,000	50,000	1,560,000	
Athletic Special Equity Fee			0	0		0	0	0	0	0
Advertising Revenue - see note 1	0		0	0		0	0	0	0	0
Other Athletic Revenue (9100XX)	167,266	(26,652)	183,047	150,106	(17,160)	130,429	137,000	(13,106)	139,740	
Athletic Sponsorships and Fundraising (9104XX, 9105XX, 9111XX, 9112XX, 9113XX)	94,576	172	123,064	110,016	15,440	80,704	109,003	(1,013)	111,183	
Total Athletic Fee and Other Revenue	1,731,652		1,791,857	1,710,122		1,509,999	1,746,003	35,881	1,810,923	0
Athletic Labor (9100XX, 9104XX)	764,303	95,302	651,492	797,570	33,267	501,938	794,712	(2,858)	812,990	
Athletic Scholarships - student fees (9103XX or 9100XX)	155,400	0	111,770	183,459	28,059	0	183,459	0	187,128	0
Transfer from Foundation - FSAA - scholarships	0	0	0	0	0	0	0	0	0	0
Athletic Operating (9100XX, 9102XX, 9104XX, 9105XX, 9111XX, 9112XX, 9113XX)	800,017	(79,107)	842,502	739,420	(60,597)	601,907	767,832	28,412	783,189	
Total Athletic Fee Expenses	1,719,720		1,605,764	1,720,449		1,103,846	1,746,003		1,783,307	
Net Total Revenue	11,932	0	186,093	(10,327)	(22,259)	406,153	0		27,616	
Annual Lease Payment - Turf	0	(50,236)	0	0		0	0	0	0	
Transfers To Fairmont E&G	25,000	0	30,000	0	(25,000)	0	0	0	0	
Non-Mandatory Transfers Out-Other	500		500	0	(500)	0	0	0	0	
Transfers To Reserves	(13,568)	50,236	103,304	(10,327)	3,241	0	0	10,327	27,616	0
Net Revenue - after Transfers to Reserves	0		52,289	0		406,153	0		0	
Reserves - Regular Athletic Fee (9109XX)										
Beginning Cash Balance	385,800		385,800	402,127		402,127	406,966		409,966	
Interest	1,500		3,827	1,500		4,839	3,000	1,500	1,500	
Transfers In - Reserves	(13,568)		125,000	(10,327)			0	10,327	27,616	
Less - Projects										
Less - Transfers to Cover Project Fund Budgets			(112,500)							
Ending Cash Balance - Reserves	373,732		402,127	393,300		406,966	409,966		439,082	
Current Cash Balances										
9100XX - 342500 Athletics			149,497	-		607,738				
9108XX - 342600 Athletics Sponsorships & Fundraising			-			0				
9111XX - 342700 Football Sponsorships			4,254			5,699				
9112XX - 342800 Men's Basketball Sponsorships			-			38,570				
9104XX - 342000 Athletic Camps			20,375			(3,421)				
9102XX - 340300 Athletic Cash Advance			(4,684)			(16,567)				
			169,442			632,017				
Special Equity Fee										
2016 - Budget										
Add 2016										
as of 06-30-16										
2016-Actual										
2017 - Budget										
Add 2017										
as of 02-28-17										
2017- Actual										
2018										
Add 2018										
2019										
Add 2019										
Athletic-Special Equity Fee (9106XX)	820,338	(52,255)	846,450	826,000	5,662	740,895	846,000	20,000	1,123,764	277,764
Private Grants - Foundation	2,773		2,773	1,664	(1,109)	3,500	0	(1,664)		
Total Special Equity Revenue	823,111		849,223	827,664		744,395	846,000		1,123,764	277,764
Athletic Labor (9106XX)	319,846	64,618	263,578	319,217	(629)	186,058	317,702	(1,515)	325,009	
Athletic Scholarships - student fees (9106XX-H172XX)	152,000	76,000	133,039	232,000	80,000	216,359	282,000	50,000	407,640	120,000
Transfer from Foundation - FSAA - scholarships	0	0	0	0	0	0	0	0	0	0
Athletic Operating (9106XX less H172XX)	319,360	(17,157)	330,713	299,000	(20,360)	164,146	299,000	0	304,980	
Total Special Equity Expenses	791,206		727,330	850,217		566,563	898,702		1,037,629	
Net Total Revenue	31,905		121,893	(22,553)		177,832	(52,702)		86,135	
Non-Mandatory Transfers In - Other	(500)		(500)	0	500	0	0	0		
Transfers to Athletic Fee Reserves - Special Equity Fee	32,405	(174,479)	25,000	(22,553)	(54,958)	0	(52,702)	(30,149)	86,135	
Net Revenue - after Transfers to Reserves	0		97,393	0		177,832	0		0	
Reserves - Athletics Special Equity Fee (9110XX)										
2016 - Budget										
Add 2016										
as of 06-30-16										
2016-Actual										
2017 - Budget										
Add 2017										
as of 02-28-17										
2017- Actual										
2018										
Add 2018										
2019										
Add 2019										
Beginning Cash Balance	478,224		478,224	503,224		503,224	503,224		450,522	
Interest										
Transfers In - Reserves	32,405		25,000	(22,553)	0		(52,702)	0	86,135	0
Less - Projects										
Ending Cash Balance - Reserves	510,630		503,224	480,671		503,224	450,522		536,657	
Current Cash Balances										
9106XX - 343000 -Athletics - Special Equity Fee			83,493			263,516				

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Athletics Financial Analysis
20 Year Budget Projection - as of February 28, 2017

Regular Athletic Fee and Other Revenues	2020	Add 2020	2021	Add 2021	2022	Add 2022	2023	Add 2023	2024	Add 2024
Athletic Fee Revenue - 2-year	0		0		0		0		0	
Athletic Fee Revenue - 4-year (9101XX or 9100XX)	1,622,400		1,687,296		1,754,788		1,789,884		1,825,681	
Athletic Special Equity Fee	0		0		0		0		0	
Advertising Revenue - see note 1	0		0		0		0		0	
Other Athletic Revenue (9100XX)	142,535		145,385		148,293		151,259		154,284	
Athletic Sponsorships and Fundraising (9104XX, 9105XX, 9111XX, 9112XX, 9113XX)	113,407		115,675		117,988		120,348		122,755	
Total Athletic Fee and Other Revenue	1,878,342		1,948,356		2,021,069		2,061,491		2,102,721	
Athletic Labor (9100XX, 9104XX)	812,990		831,689		850,818		850,818		870,387	
Athletic Scholarships - student fees (9103XX or 9100XX)	190,871		194,688		198,582		202,554		206,605	
Transfer from Foundation - FSAA - scholarships	0		0		0		0		0	
Athletic Operating (9100XX, 9102XX, 9104XX, 9105XX, 9111XX, 9112XX, 9113XX)	798,852		814,829		831,126		847,749		864,704	
Total Athletic Fee Expenses	1,802,714		1,841,207		1,880,526		1,901,120		1,941,695	
Net Total Revenue	75,628		107,150		140,543		160,371		161,026	
Annual Lease Payment - Turf	0		0		0		0		0	
Transfers To Fairmont E&G	0		0		0		0		0	
Non-Mandatory Transfers Out-Other	0		0		0		0		0	
Transfers To Reserves	75,628		107,150		140,543		160,371		161,026	
Net Revenue - after Transfers to Reserves	0		0		0		0		0	
Reserves - Regular Athletic Fee (9109XX)	2020		2021		2022		2023		2024	
Beginning Cash Balance	439,082		516,210		624,860		766,903		928,774	
Interest	1,500		1,500		1,500		1,500		1,500	
Transfers In - Reserves	75,628		107,150		140,543		160,371		161,026	
Less - Projects										
Less - Transfers to Cover Project Fund Budgets										
Ending Cash Balance - Reserves	516,210		624,860		766,903		928,774		1,091,299	
Current Cash Balances										
9100XX - 342500 Athletics										
9108XX - 342600 Athletics Sponsorships & Fundraising										
9111XX - 342700 Football Sponsorships										
9112XX - 342800 Men's Basketball Sponsorships										
9104XX - 342000 Athletic Camps										
9102XX - 340300 Athletic Cash Advance										
Special Equity Fee	2020		2021		2022		2023		2024	
Athletic-Special Equity Fee (9106XX)	1,123,764		1,123,764		1,123,764		1,123,764		1,123,764	
Private Grants - Foundation										
Total Special Equity Revenue	1,123,764		1,123,764		1,123,764		1,123,764		1,123,764	
Athletic Labor (9106XX)	325,009		332,484		340,131		340,131		347,955	
Athletic Scholarships - student fees (9106XX-H172XX)	415,793		424,109		432,591		441,243		450,067	
Transfer from Foundation - FSAA - scholarships	(54,600)		(59,292)		(64,078)		(68,959)		(73,939)	
Athletic Operating (9106XX less H172XX)	311,080		317,301		323,647		330,120		336,723	
Total Special Equity Expenses	997,282		1,014,602		1,032,292		1,042,535		1,060,806	
Net Total Revenue	126,482		109,162		91,472		81,229		62,958	
Non-Mandatory Transfers In - Other										
Transfers to Athletic Fee Reserves - Special Equity Fee	126,482		109,162		91,472		81,229		62,958	
Net Revenue - after Transfers to Reserves	0		0		0		0		0	
Reserves - Athletics Special Equity Fee (9110XX)	2020		2021		2022		2023		2024	
Beginning Cash Balance	536,657		663,139		772,300		863,773		945,001	
Interest										
Transfers In - Reserves	126,482		109,162		91,472		81,229		62,958	
Less - Projects										
Ending Cash Balance - Reserves	663,139		772,300		863,773		945,001		1,007,959	
Current Cash Balances										
9106XX - 343000 -Athletics - Special Equity Fee										

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Athletics Financial Analysis
20 Year Budget Projection - as of February 28, 2017

	2020	2021	2022	2023	2024
Total E&G and Other Expenditures					
E&G - Labor (6001XX, 9000XX)	1,144,738	1,171,067	1,198,002	1,198,002	1,225,556
E&G Operating - Facilities (9000XX-3402XX)	398,425	406,393	414,521	422,812	431,268
E&G Operating - Scholarships (F452)	135,252	137,957	140,716	143,531	146,401
E&G Operating - Scholarships & Expenses (one-time)	-	-	-	-	-
Participant Enhancement Scholarships - Athletics (A301)	8,500	8,500	8,500	8,500	8,500
Auxiliary Operating - Scholarships (supported by Housing)(F691)	80,250	80,250	80,250	80,250	80,250
E&G Operating -Waivers - (W402)	983,883	1,003,560	1,023,631	1,044,104	1,064,986
FUS Athletic Football Scholarships -(W448)	26,080	26,602	27,134	27,677	28,230
Total E&G and Other Expenditures	2,777,128	2,834,330	2,892,755	2,924,875	2,985,191
2-year Fee Revenue	1.00	1.00	1.00	1.00	1.00
4-year Fee Revenue	1.04	1.04	1.04	1.02	1.02
Special Equity Revenue Escalator	1.00	1.00	1.00	1.00	1.00
Labor Escalator	1	1.023	1.023	1	1.023
Other Revenue & Sponsorships -Operating Expense - Scholarship Escalator	1.02	1.02	1.02	1.02	1.02
Beginning Balance (Foundation Report)	217,544	217,544	217,544	217,544	217,544
FSAA - Unrestricted Gifts and Income (Athletic Fundraising)	234,600	239,292	244,078	248,959	253,939
Total Foundation Revenue	234,600	239,292	244,078	248,959	253,939
FSAA - Scholarships	150,000	150,000	150,000	150,000	150,000
Transfer to University - scholarships	54,600	59,292	64,078	68,959	73,939
FSAA - Other Expenses	30,000	30,000	30,000	30,000	30,000
Total Foundation Operating	234,600	239,292	244,078	248,959	253,939
Net Revenue for Foundation	0	0	0	0	0
Ending Balance	217,544	217,544	217,544	217,544	217,544
Foundation - Gift - support for Capital Projects	0	0	0	0	0
E&G Athletic Capital Projects -see note 2	0	0	0	0	0
Total Capital Project Support - E&G and Foundation	0	0	0	0	0
2-year Athletics Fee - cap (annual fee)	-	-	-	-	-
2-year Athletics Fee - per credit hour	-	-	-	-	-
4-year Athletics Fee - cap (annual fee)	528	549	571	582	594
4-year Athletics Fee - per credit hour	22	23	24	24	25
4-year Special Equity Fee* (annual fee)	385	-	385	-	385
Additional Equity Fee					
TOTAL ANNUAL FEE- 4 year	913	549	956	582	979
<i>*Special Equity Fee can only be assessed for full-time and is non-refundable aft</i>					
Income Breakdown					
Percentage of Student Fees	45.66%	45.74%	45.82%	45.82%	45.62%
Percentage E & G	46.18%	46.12%	46.05%	46.00%	46.17%
Percentage Athletics- other revenue	2.37%	2.37%	2.36%	2.38%	2.39%
Percentage Athletics - fundraising - excluding capital	5.79%	5.78%	5.76%	5.81%	5.83%
	100.00%	100.00%	100.00%	100.00%	100.00%
Footnotes:					

ICAC/Fairmont State University
Athletics Financial Analysis
20 Year Budget Projection - as of February 28, 2017

Regular Athletic Fee and Other Revenues	2025	Add 2025	2026	Add 2026	2027	2028	2029	2030	2031	2032
Athletic Fee Revenue - 2-year	0		0		0	0	0	0	0	0
Athletic Fee Revenue - 4-year (9101XX or 9100XX)	1,862,195		1,899,439		1,937,428	1,976,176	2,015,700	2,056,014	2,097,134	2,139,077
Athletic Special Equity Fee	0		0		0	0	0	0	0	0
Advertising Revenue - see note 1	0		0		0	0	0	0	0	0
Other Athletic Revenue (9100XX)	157,370		160,517		163,728	167,002	170,342	173,749	177,224	180,769
Athletic Sponsorships and Fundraising (9104XX, 9105XX, 9111XX, 9112XX, 9113XX)	125,210		127,714		130,269	132,874	135,532	138,243	141,008	143,828
Total Athletic Fee and Other Revenue	2,144,775		2,187,671		2,231,424	2,276,052	2,321,573	2,368,006	2,415,366	2,463,673
Athletic Labor (9100XX, 9104XX)	890,406		890,406		910,885	931,835	931,835	953,268	975,193	997,622
Athletic Scholarships - student fees (9103XX or 9100XX)	210,737		214,951		219,250	223,635	228,108	232,670	237,324	242,070
Transfer from Foundation - FSAA - scholarships	0		0		0	0	0	0	0	0
Athletic Operating (9100XX, 9102XX, 9104XX, 9105XX, 9111XX, 9112XX, 9113XX)	881,998		899,638		917,630	935,983	954,703	973,797	993,273	1,013,138
Total Athletic Fee Expenses	1,983,140		2,004,995		2,047,766	2,091,454	2,114,646	2,159,735	2,205,789	2,252,830
Net Total Revenue	161,635		182,676		183,658	184,599	206,927	208,271	209,577	210,843
Annual Lease Payment - Turf	0		0		0	0	0	0	0	0
Transfers To Fairmont E&G	0		0		0	0	0	0	0	0
Non-Mandatory Transfers Out-Other	0		0		0	0	0	0	0	0
Transfers To Reserves	161,635		182,676		183,658	184,599	206,927	208,271	209,577	210,843
Net Revenue - after Transfers to Reserves	0		0		0	0	0	0	0	0
Reserves - Regular Athletic Fee (9109XX)	2025		2026		2027	2028	2029	2030	2031	2032
Beginning Cash Balance	1,091,299		1,254,434		1,438,610	1,623,768	1,809,867	2,018,294	2,228,065	2,439,142
Interest	1,500		1,500		1,500	1,500	1,500	1,500	1,500	1,500
Transfers In - Reserves	161,635		182,676		183,658	184,599	206,927	208,271	209,577	210,843
Less - Projects										
Less - Transfers to Cover Project Fund Budgets										
Ending Cash Balance - Reserves	1,254,434		1,438,610		1,623,768	1,809,867	2,018,294	2,228,065	2,439,142	2,651,485
Current Cash Balances										
9100XX - 342500 Athletics										
9108XX - 342600 Athletics Sponsorships & Fundraising										
9111XX - 342700 Football Sponsorships										
9112XX - 342800 Men's Basketball Sponsorships										
9104XX - 342000 Athletic Camps										
9102XX - 340300 Athletic Cash Advance										
Special Equity Fee	2025		2026		2027	2028	2029	2030	2031	2032
Athletic-Special Equity Fee (9106XX)	1,168,714		1,215,463		1,264,081	1,314,645	1,367,230	1,421,920	1,478,796	1,537,948
Private Grants - Foundation										
Total Special Equity Revenue	1,168,714		1,215,463		1,264,081	1,314,645	1,367,230	1,421,920	1,478,796	1,537,948
Athletic Labor (9106XX)	355,957		355,957		364,144	372,520	372,520	381,088	389,853	398,819
Athletic Scholarships - student fees (9106XX-H172XX)	459,069		468,250		477,615	487,168	496,911	506,849	516,986	527,326
Transfer from Foundation - FSAA - scholarships	(79,017)		(84,198)		(89,482)	(94,871)	(100,369)	(105,976)	(111,696)	(117,530)
Athletic Operating (9106XX less H172XX)	343,457		350,326		357,333	364,479	371,769	379,204	386,788	394,524
Total Special Equity Expenses	1,079,466		1,090,336		1,109,611	1,129,295	1,140,831	1,161,165	1,181,932	1,203,140
Net Total Revenue	89,248		125,127		154,471	185,349	226,399	260,755	296,865	334,808
Non-Mandatory Transfers In - Other										
Transfers to Athletic Fee Reserves - Special Equity Fee	89,248		125,127		154,471	185,349	226,399	260,755	296,865	334,808
Net Revenue - after Transfers to Reserves	0		0		0	0	0	0	0	0
Reserves - Athletics Special Equity Fee (9110XX)	2025		2026		2027	2028	2029	2030	2031	2032
Beginning Cash Balance	1,007,959		1,097,207		1,222,334	1,376,805	1,562,154	1,788,553	2,049,308	2,346,172
Interest										
Transfers In - Reserves	89,248		125,127		154,471	185,349	226,399	260,755	296,865	334,808
Less - Projects										
Ending Cash Balance - Reserves	1,097,207		1,222,334		1,376,805	1,562,154	1,788,553	2,049,308	2,346,172	4,785,315
Current Cash Balances										
9106XX - 343000 -Athletics - Special Equity Fee										

Tab 7

**Fairmont State University
Board of Governors
April 20, 2017**

Item: Approval of FY'18 Housing Budget

Committee: Committee of the Whole

Recommended Resolution: Resolved, that the Fairmont State University Board of Governors approves the FY'18 Housing Budget as per the 30 year master plan.

Staff Member: Alicia Kalka

Background: The FY'18 budget plan includes a balanced budget with a planned transfer to reserve \$104,319. The transfer to reserve includes all changes in room occupancy rates, labor, operating expenses, and bond payments.

The vacancy rate for FY'18 is projected at 6% and this includes repurposing Pence Hall second and third floor from doubles to singles. Historically, Pence Hall has been our last residence to fill on campus, making this change from double to single occupancy is to attract more students to stay on campus since there is a demand for single rooms.

Labor and benefits increase by 1.2% due to Mercer Reclassification and annual increment based on length of service.

Residence Life Budget Explanation for FY18

The following information is a brief description of Residence Life's FY18 budget:

Revenue

The total revenue from room rent has declined by \$203,632 for FY18. Our expected overall revenue reduction is \$306,209.00. The explanation is discussed in the following section. For several years, the vacancy loss has been calculated at 3%. However for FY18 vacancy has been projected to be at 94%, an increase in vacancy loss to 6%.

Retention Efforts and Pence Hall

The Office of Housing and Residence Life plans to increase the overall Housing room rates a minimum of 4%. Not all room rates will have the same increase (i.e. the studio single in University Terrace). Housing has experienced a challenging year with maintaining occupancy due to declining enrollment from Fairmont State and Pierpont Community & Technical College. Historically, we have not been permitted to assign and assess students who have not met the two-year requirement unless they applied for housing and completed a lease. This year, our CFO, Vice President of Student Services, and Dr. Rose have all supported assessment and assignment of student accounts regardless of whether or not they have completed a Housing application. This is based on a student not meeting the institutional two-year requirement.

The business office has indicated that the Housing auxiliary is currently down over \$1 million dollars for this fiscal year. Housing has met with several stakeholders on campus to ensure that we do not endure the same loss next year including the CFO, Vice President of Student Services, and Dr. Rose. The Department of Housing and Residence Life expects for enrollment to decline for Fall 2017 but is ensuring that all steps necessary are being taken to maintain occupancy and generate revenue. Staff members are going door to door to ensure that no student is being over looked who has not met the two-year requirement. Multiple communication plans including letters, e-mail blasts, personal phone calls, marketing re-design, and face-to-face communication are taking place with every student in Housing.

We will offer students other Housing options for Fall 2017-Spring 2018 within the Housing operation. This new reorganization will attract students to stay on campus while also meeting financial needs. All students will be offered a single occupancy unit instead of a double occupancy unit in Pence Hall on the 2nd or 3rd floors. Historically; Pence Hall has been our last residence hall to fill on campus. With declining enrollment projections we expect to incur a loss of revenue next academic year. After consulting with the CFO and Vice President we plan to minimize the revenue loss by reorganizing Pence Hall 2nd and 3rd floors into a flat single rate.

Students will be able to stay in a traditional double room in Pence Hall by themselves for a flat rate of \$3562.00 per semester for an academic term. This will also include all breaks (Fall, Winter, and Spring). Students may opt for an 11.5 month lease in Pence for \$4429.00 per term. This will include all breaks and summer housing. These rates will be all inclusive. They will include the room rate, all utilities, a micro-fridge rental, and 30 meals per month. We know that our students are finding it more difficult to afford Housing on campus and off campus. Our Housing rates must remain competitive while also affordable for our population of students. We know that students desire a flat rate and do not like to have multiple charges assessed to their student accounts. With the decrease in Financial Aid being offered across the United States we know we must provide an affordable Housing solution for our students on campus. This solution saves students approximately \$1400.00 per semester compared to a current Morrow, Pence, or Prichard double rate + \$1854.00 meal plan. The savings is substantially more per year for a student who is staying in a University Terrace semi-suite or Bryant Place single.

In summary, it is our opinion that by reorganizing the Pence Hall double rooms on the 2nd and 3rd floors into single rooms we will attract more students to stay on campus. We have a need from current students who desire a single room. There are over 100 students on our wait list wanting a single or apartment in Housing. Athletics and International students also have a growing need to stay on campus throughout the breaks and summer. Many of our incoming FTFs are entering the University with anxiety concerns and cannot reside with another student. In the past; we have been unable to accommodate those concerns because we did not have enough single units available on campus. These single rooms will

accommodate any student who has an emotional support animal. It is our expectation that we will fill all of the singles on the 2nd and 3rd floors prior to Fall 2017 and will continue to see a growing need for single units on our campus.

Summer Camps and Conferences

Auxiliary Space Rental (R011XX) is experiencing a projected \$75,000 (60%) decline due to losing summer revenue from the Governor's Honors Academy. Housing has recruited four additional camps and conferences for the summer of 2017.

Labor and Benefits

Overall labor increase by 1.2%. In addition to augmenting the budget to reflect changes to accommodate for the Mercer Plan and annual increments based on length of service. Housing is continuing to financial assist other departments (e.g., Physical Plant, the Campus Card Office, and Public Safety).

Expenditures

Overall, housing expenses decreased from \$2,210,649 to \$2,138,522 (3.3%) for FY18. The reduction of expenses is largely due to eliminating operating costs for College Park; plus, the necessary budget adjustments to account for a projected revenue stream decline of 67 beds in Pence Hall. However, currently FY18 occupancy is 16% above FY17's occupancy at this same time last year. If this trend continues, housing's expenditure reductions may not be warranted.

Explanation of Expenditures are below:

Utilities

During FY17, many of the utility costs, including Time-Warner Cable for University Terrace was applied to the College Park. Therefore, FY18 would be the first year that University Terrace utilities are tracked.

Due to reducing Pence Hall from 134 to 85 residents, the water costs are projected to be half. However, it is anticipated the other utilities will remain the same.

Utilities are not projected to increase for FY18.

Contracts

H119XX (Time Warner-Cable) is projected to be \$100,000 due to additional cable connections in University Terrace. The cable contract will be reviewed in the Fall for renewal.

Due to modifying residential contracts (replacing Op Shop services with student cleaning staff in University Terrace, no longer requiring quarterly ASTAR Abatement testing in College Park, and reducing Caldwell & Gregory's services in College Park) to the Contractual Service (H122XX) account line item, housing has reduced that account code by \$90,000.

Rent Exp Buildings (H118XX) increased from \$200 to \$3,000 due to rental of a Climate Control Plus storage unit to store residence hall furniture off campus.

Facilities and Equipment

Supplies – Household (H138XX) decreased by \$6,100 (14%) to \$37,300. This was near the FY16 rate.

Miscellaneous Equipment Purchases (H167XX) was reduced by \$8,000 (13.3%). In FY17 there were several one-time expenses for University Terrace (e.g., shower curtains, Smart TV installation). This is in addition to other unpredictable repairs that have occurred.

In FY17, Housing Equipment and Furniture (H244XX) line item increased from \$50,000 to \$123,223. During FY16 and FY17, new lobby and lounge furniture was

purchased for all residential facilities. For FY18, this line item was reduced by \$73,223 (59.4%). The allotted \$50,000 would be for rotation of existing residence hall furniture. Housing annually replaces 5% of student furniture (desks, chairs, dressers, beds, etc.) and 10% of mattresses.

Routine Maintenance (H255XX) was increased by \$38,500 (107.9%). This increase is due to purchasing PTAC units and installation in Bryant Place, Pence, and Prichard Halls. This cost also included the purchase of bi-annual replacement air condition filters in University Terrace, Heartland, locking implementations in University Terrace, as well as additional repairs that could occur in University Terrace.

FY18 would be the final year the Department of Housing would be paying for the upgrade in Pence and Prichard Halls fire alarm system. The final payments total \$13,602.

Miscellaneous

H156XX encompasses Resident Assistant's housing and meal plans, as well as Residence Director's meal plans. This line item has increased slightly due to increases from Aladdin meal plans and Housing room rates. This line item increased by a total \$50,925.00.

Scholarships and Taxes

In FY18, there will be a \$2,250 (1%) reduction in financial aid/scholarship awards (H172XX). Housing contributes to several scholarships including athletics, science and technology, and the McClain Scholarship for a total of \$215,778 in FY18.

For FY18, the hotel tax (H169XX) would be reduced to \$4,500 to account for the loss of summer revenue.

Transfers

Housing will be paying \$3,112,734 in bond payments during FY18. This is an increase of \$2,245 (less than 1%). An estimated \$104,319.20 will be transferred to reserves.

Fairmont State University
Housing Financial Analysis
30 Year Budget Projection

University Action

2016-17

Fall Open 268 UT Beds
& 77 CP Beds remain
Spring 345 UT Beds/Demolish CP

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Budget</u>	<u>FY15 Actual</u>	<u>FY 16 Actual</u>	<u>FY17 Budget</u>	<u>FY17 Actual</u>
							As Of 1/31/2017	As Of 1/31/2017
Rent Revenue - Including Triples and Vacancy CY	4,249,618	4,491,860	4,537,745	4,916,152	4,631,922	5,228,690	6,319,583	5,694,134
Other Revenue	151,388	147,604	103,399	97,000	388,639	212,758	184,577	121,338
Vacancy Loss Projection (approved budget reflects projected for current year)	0	0	0	0	0	0	0	0
Total Revenue	4,401,006	4,639,464	4,641,144	5,013,152	5,020,561	5,441,448	6,504,160	5,815,471
Labor Expense	600,304	646,459	746,818	865,308	801,503	787,653	938,589	481,150
Total Labor	600,304	646,459	746,818	865,308	801,503	787,653	938,589	481,150
Operating Expenses	1,601,875	1,702,461	1,706,669	1,900,283	1,794,672	1,999,865	2,169,843	1,237,751
Capital Lease - Alarm System		27,204	40,806	40,806	40,806	40,806	40,806	27,207
Total Operating Expenses	1,601,875	1,729,665	1,747,475	1,941,089	1,835,478	2,040,671	2,210,649	1,264,958
Net Total Revenue	2,198,828	2,263,340	2,146,852	2,206,755	2,383,580	2,613,124	3,354,922	4,069,364
Current Debt Service Payment	1,574,150	1,363,489	1,384,211	1,386,032	1,385,171	1,383,230	1,385,133	
Additional Debt Service 2015	0	0	0	0	0	0	1,725,356	
Additional Debt Service 2024 (Morrow)								
Additional Debt Service 2027 (Pence)								
Additional Debt Service 2031 (Prichard)								
Cumulative Debt Service	1,574,150	1,363,489	1,384,211	1,386,032	1,385,171	1,383,230	3,110,489	1,552,104
Transfers to Reserves	640,000	810,000	700,000	820,723	861,000	1,055,000	244,433	0
Net Revenue - after Debt Payment and Transfers	(15,322)	89,851	62,641	0	137,409	174,894	0	2,517,260
Other Revenue Escalator							1.02	
Labor Escalator							1.02	
Operating Escalator							1.02	
Rent Revenue Inflation Rate (calculated on Tab F)							1.04	
TOTAL NET/GROSS REVENUE (A)	4,401,006	4,639,464	4,641,144	5,013,152	5,020,561	5,441,448	6,504,160	5,815,471
Maximum Debt Service (as per Bond Indentures) (B)	1,386,581	1,386,581	1,386,581	1,386,581	1,386,581	1,386,581	3,116,687	3,116,687
Debt Covenant Ratio (A) divided by (B)	3.17	3.35	3.35	3.62	3.62	3.92	2.09	1.87
		<i>required = 1.00</i>						

	<u>FY12 Actual</u>	<u>FY13 Actual</u>	<u>FY14 Actual</u>	<u>FY15 Budget</u>	<u>FY15 YTD Actual</u>	<u>FY16 Actual</u>	<u>FY17 Budget</u>	<u>FY17 Actual</u>
Beginning Cash Balance - Reserves (9169XX)	2,397,569	2,836,859	3,602,954	3,956,659	3,956,659	3,148,205	1,475,815	1,475,815
Interest Income (YTD under 9169XX fund 5614XX acct)	3,702	6,095	6,705	6,500	6,237	11,536	6,500	7,396
Other Income (9169XX-H504XX)						7,245	0	137,304
Transfers In - Reserves	640,000	810,000	700,000	820,723	861,000	1,055,000	244,433	0
Less - Projects	(244,226)	(12,202)	(284,017)	(1,773,220)	(1,583,661)	(614,440)	(2,295,160)	(935,238)
Adjustment for Projects (Unspent and Carryover)	39,814	(37,798)	(68,983)	89,770	(91,991)	(2,131,731)	0	(1,355,817)
Adjustment for Available Balance (9169XX Available Balance)					(40)	0	0	0
Ending Cash Balance - Reserves	2,836,859	3,602,954	3,956,659	3,100,432	3,148,205	1,475,815	(568,413)	(670,540)

Fairmont State University
Housing Financial Analysis
30 Year Budget Projection

University Action	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
	FY18 Proposed	FY19 Projection	FY20 Projection	FY21 Projection	FY22 Projection	FY23 Projection	FY24 Projection
	As of 3/24/2017						
Rent Revenue - Including Triples and Vacancy CY	6,115,951	6,676,710	6,876,402	7,082,694	7,295,175	7,514,030	7,739,451
Other Revenue	82,000	83,640	85,313	87,019	88,759	90,535	92,345
Vacancy Loss Projection (approved budget reflects projected for current year)		(200,301)	(206,292)	(212,481)	(218,855)	(225,421)	(232,184)
Total Revenue	6,197,951	6,560,049	6,755,423	6,957,233	7,165,079	7,379,144	7,599,613
Labor Expense	942,746	964,429	986,611	986,611	1,009,303	1,032,517	1,032,517
Total Labor	942,746	964,429	986,611	986,611	1,009,303	1,032,517	1,032,517
Operating Expenses	2,024,550	2,065,041	2,106,342	2,148,469	2,191,438	2,235,267	2,279,972
Capital Lease - Alarm System	13,602						
Total Operating Expenses	2,038,152	2,065,041	2,106,342	2,148,469	2,191,438	2,235,267	2,279,972
Net Total Revenue	3,217,053	3,530,579	3,662,470	3,822,153	3,964,338	4,111,360	4,287,124
Current Debt Service Payment	1,384,778	1,385,190	1,386,151	1,384,044	1,385,311	1,383,666	1,383,659
Additional Debt Service 2015	1,727,956	1,729,956	1,729,106	1,727,606	1,729,606	1,729,856	1,728,356
Additional Debt Service 2024 (Morrow)							
Additional Debt Service 2027 (Pence)							
Additional Debt Service 2031 (Prichard)							
Cumulative Debt Service	3,112,734	3,115,146	3,115,257	3,111,650	3,114,917	3,113,522	3,112,015
Transfers to Reserves	104,319	415,433	547,213	710,503	849,421	997,838	1,175,109
Net Revenue - after Debt Payment and Transfers	(0)	0	0	0	0	0	0
Other Revenue Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Labor Escalator	1.00	1.02	1.02	1.00	1.02	1.02	1.00
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Rent Revenue Inflation Rate (calculated on Tab F)	1.03	1.03	1.03	1.03	1.03	1.03	1.03
TOTAL NET/GROSS REVENUE (A)	6,197,951	6,560,049	6,755,423	6,957,233	7,165,079	7,379,144	7,599,613
Maximum Debt Service (as per Bond Indentures) (B)	3,114,537	3,116,537	3,115,687	3,114,187	3,116,187	3,116,437	3,114,937
Debt Covenant Ratio (A) divided by (B)	1.99	2.10	2.17	2.23	2.30	2.37	2.44
	<i>required = 1.00</i>						
	FY18 Projection	FY19 Projection	FY20 Projection	FY21 Projection	FY22 Projection	FY23 Projection	FY24 Projection
Beginning Cash Balance - Reserves (9169XX)	(568,413)	(517,594)	(395,660)	(141,947)	275,056	830,977	1,535,315
Interest Income (YTD under 9169XX fund 5614XX acct)	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Other Income (9169XX-H504XX)							
Transfers In - Reserves	104,319	415,433	547,213	710,503	849,421	997,838	1,175,109
Less - Projects	(60,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)
Adjustment for Projects (Unspent and Carryover)							
Adjustment for Available Balance (9169XX Available Balance)							
Ending Cash Balance - Reserves	(517,594)	(395,660)	(141,947)	275,056	830,977	1,535,315	2,416,924

Fairmont State University
Housing Financial Analysis
30 Year Budget Projection

University Action	2024-25 Close Morrow Hall	2025-26 Open Renovated Morrow Hall	2026-27	2027-28 Close Pence Hall	2028-29 Open Renovated Pence Hall	2029-30	2030-31 Close Prichard Hall
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	<u>FY25 Projection</u>	<u>FY26 Projection</u>	<u>FY27 Projection</u>	<u>FY28 Projection</u>	<u>FY29 Projection</u>	<u>FY30 Projection</u>	<u>FY31 Projection</u>
Rent Revenue - Including Triples and Vacancy CY	7,045,972	8,093,798	8,336,612	7,995,871	8,830,608	9,095,526	8,351,254
Other Revenue	94,192	96,076	97,998	99,958	101,957	103,996	106,076
Vacancy Loss Projection (approved budget reflects projected for current year)	(211,379)	(242,814)	(250,098)	(239,876)	(264,918)	(272,866)	(250,538)
Total Revenue	6,928,785	7,947,060	8,184,511	7,855,953	8,667,646	8,926,656	8,206,792
Labor Expense	1,056,265	1,080,559	1,080,559	1,105,412	1,130,836	1,130,836	1,156,846
Total Labor	1,056,265	1,080,559	1,080,559	1,105,412	1,130,836	1,130,836	1,156,846
Operating Expenses	2,325,571	2,372,083	2,419,525	2,467,915	2,517,273	2,567,619	2,618,971
Capital Lease - Alarm System							
Total Operating Expenses	2,325,571	2,372,083	2,419,525	2,467,915	2,517,273	2,567,619	2,618,971
Net Total Revenue	3,546,949	4,494,419	4,684,428	4,282,626	5,019,537	5,228,201	4,430,976
Current Debt Service Payment	1,386,049	1,384,470	1,383,095	1,385,575	1,383,678	1,384,012	1,384,774
Additional Debt Service 2015	1,730,106	1,724,856	1,727,856	1,726,306	1,727,869	1,727,319	1,729,581
Additional Debt Service 2024 (Morrow)		739,500	740,500	741,000	741,000	740,500	739,500
Additional Debt Service 2027 (Pence)					530,500	529,000	527,250
Additional Debt Service 2031 (Prichard)							
Cumulative Debt Service	3,116,155	3,848,827	3,851,451	3,852,882	4,383,047	4,380,830	4,381,106
Transfers to Reserves	430,794	645,592	832,977	429,744	636,490	847,371	49,870
Net Revenue - after Debt Payment and Transfers	0	0	0	0	0	0	0
Other Revenue Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Labor Escalator	1.02	1.02	1.00	1.02	1.02	1.00	1.02
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Rent Revenue Inflation Rate (calculated on Tab F)	1.03	1.03	1.03	1.03	1.03	1.03	1.03

TOTAL NET/GROSS REVENUE	(A)	6,928,785	7,947,060	8,184,511	7,855,953	8,667,646	8,926,656	8,206,792
Maximum Debt Service (as per Bond Indentures)	(B)	3,116,687	3,850,937	3,854,937	3,853,887	4,385,949	4,383,399	4,382,912
Debt Covenant Ratio (A) divided by (B)		2.22	2.06	2.12	2.04	1.98	2.04	1.87
		<i>required = 1.00</i>						

	<u>FY25 Projection</u>	<u>FY26 Projection</u>	<u>FY27 Projection</u>	<u>FY28 Projection</u>	<u>FY29 Projection</u>	<u>FY30 Projection</u>	<u>FY31 Projection</u>
Beginning Cash Balance - Reserves (9169XX)	2,416,924	2,554,218	2,906,310	3,445,786	3,582,030	3,925,021	4,478,891
Interest Income (YTD under 9169XX fund 5614XX acct)	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Other Income (9169XX-H504XX)							
Transfers In - Reserves	430,794	645,592	832,977	429,744	636,490	847,371	49,870
Less - Projects	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)
Adjustment for Projects (Unspent and Carryover)							
Adjustment for Available Balance (9169XX Available Balance)							
Ending Cash Balance - Reserves	2,554,218	2,906,310	3,445,786	3,582,030	3,925,021	4,478,891	4,235,261

Fairmont State University
Housing Financial Analysis
30 Year Budget Projection

University Action

2031-32
Open
Renovated
Prichard Hall

2032-33

2033-34

2034-35

2035-36

2036-37

2037-38

FY32 Projection

FY33 Projection

FY34 Projection

FY35 Projection

FY36 Projection

FY37 Projection

FY38 Projection

Rent Revenue - Including Triples and Vacancy CY	9,607,538	9,703,613	9,800,649	9,898,656	9,997,642	10,097,619	10,198,595
Other Revenue	108,197	110,361	112,568	114,820	117,116	119,459	121,848
Vacancy Loss Projection (approved budget reflects projected for current year)	(288,226)	(291,108)	(294,019)	(296,960)	(299,929)	(302,929)	(305,958)
Total Revenue	9,427,509	9,522,866	9,619,198	9,716,516	9,814,829	9,914,149	10,014,485
Labor Expense	1,183,453	1,183,453	1,210,672	1,238,518	1,267,004	1,296,145	1,325,956
Total Labor	1,183,453	1,183,453	1,210,672	1,238,518	1,267,004	1,296,145	1,325,956
Operating Expenses	2,671,351	2,724,778	2,779,273	2,834,859	2,891,556	2,949,387	3,008,375
Capital Lease - Alarm System							
Total Operating Expenses	2,671,351	2,724,778	2,779,273	2,834,859	2,891,556	2,949,387	3,008,375
Net Total Revenue	5,572,705	5,614,635	5,629,253	5,643,139	5,656,270	5,668,617	5,680,154
Current Debt Service Payment	1,384,915						
Additional Debt Service 2015	1,729,406	1,728,006	1,729,038	1,728,619	1,726,750	1,726,938	1,725,438
Additional Debt Service 2024 (Morrow)	738,000	741,000	738,250	740,000	736,000	736,500	736,250
Additional Debt Service 2027 (Pence)	530,250	527,750	530,000	531,750	528,000	529,000	529,500
Additional Debt Service 2031 (Prichard)		635,000	632,250	634,250	635,750	631,750	632,500
Cumulative Debt Service	4,382,571	3,631,756	3,629,538	3,634,619	3,626,500	3,624,188	3,623,688
Transfers to Reserves	1,190,134	1,982,879	1,999,715	2,008,521	2,029,770	2,044,429	2,056,466
Net Revenue - after Debt Payment and Transfers	0	0	0	0	0	0	0
Other Revenue Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Labor Escalator	1.02	1.00	1.02	1.02	1.02	1.02	1.02
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Rent Revenue Inflation Rate (calculated on Tab F)	1.03	1.01	1.01	1.01	1.01	1.01	1.01

TOTAL NET/GROSS REVENUE	(A)	9,427,509	9,522,866	9,619,198	9,716,516	9,814,829	9,914,149	10,014,485
Maximum Debt Service (as per Bond Indentures)	(B)	4,384,237	3,631,756	3,629,538	3,634,619	3,626,500	3,624,188	3,623,688
Debt Covenant Ratio (A) divided by (B)		2.15	2.62	2.65	2.67	2.71	2.74	2.76

required = 1.00

	FY32 Projection	FY33 Projection	FY34 Projection	FY35 Projection	FY36 Projection	FY37 Projection	FY38 Projection
Beginning Cash Balance - Reserves (9169XX)	4,235,261	5,131,896	6,621,275	8,127,490	9,642,510	11,178,780	12,729,709
Interest Income (YTD under 9169XX fund 5614XX acct)	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Other Income (9169XX-H504XX)							
Transfers In - Reserves	1,190,134	1,982,879	1,999,715	2,008,521	2,029,770	2,044,429	2,056,466
Less - Projects	(300,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)
Adjustment for Projects (Unspent and Carryover)							
Adjustment for Available Balance (9169XX Available Balance)							
Ending Cash Balance - Reserves	5,131,896	6,621,275	8,127,490	9,642,510	11,178,780	12,729,709	14,292,676

Fairmont State University
Housing Financial Analysis
30 Year Budget Projection

University Action

2038-39 2039-40 2040-41 2041-42 2042-43 2043-44 2044-45

FY39 Projection FY40 Projection FY41 Projection FY42 Projection FY43 Projection FY44 Projection FY45 Projection

Rent Revenue - Including Triples and Vacancy CY	10,300,581	10,403,587	10,507,623	10,612,699	10,718,826	10,826,014	10,934,274
Other Revenue	124,285	126,770	129,306	131,892	134,530	137,220	139,965
Vacancy Loss Projection (approved budget reflects projected for current year)	(309,017)	(312,108)	(315,229)	(318,381)	(321,565)	(324,780)	(328,028)
Total Revenue	10,115,848	10,218,249	10,321,700	10,426,210	10,531,791	10,638,454	10,746,211
Labor Expense	1,356,453	1,387,652	1,419,568	1,452,218	1,485,619	1,519,788	1,554,743
Total Labor	1,356,453	1,387,652	1,419,568	1,452,218	1,485,619	1,519,788	1,554,743
Operating Expenses	3,068,542	3,129,913	3,192,511	3,256,361	3,321,489	3,387,918	3,455,677
Capital Lease - Alarm System							
Total Operating Expenses	3,068,542	3,129,913	3,192,511	3,256,361	3,321,489	3,387,918	3,455,677
Net Total Revenue	5,690,853	5,700,685	5,709,621	5,717,631	5,724,683	5,730,747	5,735,791
Current Debt Service Payment							
Additional Debt Service 2015	1,727,250	1,727,188	1,725,250	1,726,438	1,725,563	1,727,625	1,727,438
Additional Debt Service 2024 (Morrow)	740,250	738,250	740,500	736,750	737,250	736,750	740,250
Additional Debt Service 2027 (Pence)	529,500	529,000	528,000	526,500	529,500	526,750	528,500
Additional Debt Service 2031 (Prichard)	632,750	632,500	636,750	633,250	633,250	635,750	632,500
Cumulative Debt Service	3,629,750	3,626,938	3,630,500	3,622,938	3,625,563	3,626,875	3,628,688
Transfers to Reserves	2,061,103	2,073,747	2,079,121	2,094,693	2,099,121	2,103,872	2,107,103
Net Revenue - after Debt Payment and Transfers	0	0	0	0	0	0	0
Other Revenue Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Labor Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Rent Revenue Inflation Rate (calculated on Tab F)	1.01	1.01	1.01	1.01	1.01	1.01	1.01

TOTAL NET/GROSS REVENUE	(A)	10,115,848	10,218,249	10,321,700	10,426,210	10,531,791	10,638,454	10,746,211
Maximum Debt Service (as per Bond Indentures)	(B)	3,629,750	3,626,938	3,630,500	3,622,938	3,625,563	3,626,875	3,628,688
Debt Covenant Ratio (A) divided by (B)		2.79	2.82	2.84	2.88	2.90	2.93	2.96

required = 1.00

	FY39 Projection	FY40 Projection	FY41 Projection	FY42 Projection	FY43 Projection	FY44 Projection	FY45 Projection
Beginning Cash Balance - Reserves (9169XX)	14,292,676	15,860,278	17,440,526	19,026,146	20,627,339	22,232,960	23,843,333
Interest Income (YTD under 9169XX fund 5614XX acct)	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Other Income (9169XX-H504XX)							
Transfers In - Reserves	2,061,103	2,073,747	2,079,121	2,094,693	2,099,121	2,103,872	2,107,103
Less - Projects	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)
Adjustment for Projects (Unspent and Carryover)							
Adjustment for Available Balance (9169XX Available Balance)							
Ending Cash Balance - Reserves	15,860,278	17,440,526	19,026,146	20,627,339	22,232,960	23,843,333	25,456,936

**CAPITAL PROJECT PLAN
FY 2018**

STUDENT HOUSING PRIORITY LIST

<i>Priority</i>	<i>Building</i>	<i>Project</i>	<i>Amount</i>
1	Student Housing	Miscellaneous Projects	\$ 60,000.00
			\$ 60,000.00

2018 Capital Projects Descriptions

Housing Projects

1 Miscellaneous Projects

Various purchases and projects for Student Housing

Tab 8

**Fairmont State University
Board of Governors
April 20, 2017**

Item: Approval of FY'18 Falcon Center Budget

Committee: Committee of the Whole

Recommended Resolution: Resolved, that the Fairmont State University Board of Governors approves the FY'18 Falcon Center Budget as per the 20 year master plan.

Staff Member: Robin Yeager

Background: The FY'18 budget plan includes a balanced budget with a planned transfer to reserve \$321,163. This includes a 4% or \$5 per semester in student fees adding an additional \$65,000 in revenue. There is a decrease in expenses of \$50,236 for the principle and interest on the Debt Service Lease for the Turf Field which was paid in full at the end of FY'16.

Labor and benefits increase \$8,043 due to Mercer Reclassification and annual increment based on length of service.

Falcon Center's Budget for FY 18

The goal of this proposal is to explain Falcon Center's budgetary adjustments for FY 2018. These changes were made while continuing to plan for transfer to reserves budget; continuing quality wellness and recreational programs; repairing and upgrading the facility; and supporting the many activities that take place in the facility including student events, campus visitation days, and many conferencing events.

Similarly, the Falcon Center has supported many departments. The Athletics Department utilizes space in the Falcon Center when the Feaster Center facility is not available, also, we have a collaborative agreement with the School of Education to provide spaces for academic classes. Additionally, Campus Visitation Days, Welcome Weekend, Family Weekend, Alumni Homecoming activities and many other campus events and activities take place in the Falcon Center.

The Falcon Center is an integral part of campus and assists and works as a partnership with other departments for the advancement of student retention. The Falcon Center also has strong liaisons to the community and offers a summer day camp, outside band camps, use of the facility for basketball tournaments and leagues, up- all-night events and many birthday parties which include pool, bounce and basketball style parties. Wedding receptions, Robotic competitions, Boxing event, other large venue events are also held in the Falcon Center, which not only brings in revenue, but increased public awareness of our schools.

The Falcon Center developed a 20 year Capital and Maintenance master plan for long term necessary improvements and building upkeep and has continued to transfer to the reserve fund to support this master plan. Improvements which have occurred in FY 17 include purchasing of fitness equipment, a new security camera system which will continue to expand, repair of the roof, new HVAC duct socks other projects. We have continued to transfer funds to the 20 year master plan for future repairs and upkeep to the Falcon Center.

The future of the Falcon Center master plan is contingent upon enrollment of both FSU and Pierpont. If enrollment were to hold and or grow, the master plan could still survive with minor adjustments. This intent of the master plan was to provide for repair and replacement during the life of the bonds.

FY 18 Increases to Revenue

A 4% increase or \$5/semester in student fees was incorporated into the bond adding an additional \$65,000 in revenue for FY18.

FY 18 Decreases to Revenue

Aladdin forecasts a reduction of **\$124,715.**

FY18 Increases to Labor and Benefits

Increases for Merit and Mercer scale salaries equaled **\$8,043**.

FY 18 Decrease to Expenses

An expense of **\$50,236,32** for Debt Service Lease (principle and interest) payment has been fulfilled and the expense category has been reduced to \$0.

Transfers

It is imperative to maintain a significant transfer to reserves. Falcon Center will be in constant need of repairs and improvements as it is currently 12 years old and usage continues to grow yearly. The Falcon Center is considered the hub of campus and activities take place 7 days a week; student events, campus dining, intramurals and club sports, community events, recreational and social interactions. All the events enhance campus life and retention of students for both Fairmont State University and Pierpont Community and Technical College. Based on the projections listed below, **\$321,163** would be transferred to reserves for FY 18.

Summary of budget adjustments:

Revenue:

Increase to Revenue	\$65,000
Decrease to Revenue	<u>\$(124,715)</u>
Total decrease to Revenue	\$59,715

Expenses:

Increase to Labor Expenses	\$(8,043)
Decrease to Operating Expenses	<u>\$50,236</u>
Total decrease in Expenses	\$42,193

**Total Negative Impact on
2018 Budget Transfer to Reserve \$17,522**

The 2018 planned Transfer to Reserves is projected to be **\$321,163**.

These projections could change when enrollment numbers are re-calculated for Fall 2017.

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	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget As of 1/31/17	2017 Actual As of 1/31/17	2018 Proposed As of 3/24/2017	2019 Projection	2020 Projection
Food Service/Dining	843,723	841,751	874,495	923,496	1,025,180	1,033,997	46,088	909,282	1,177,610	1,178,570
Bookstore	426,578	401,835	303,932	278,188	263,273	271,107	147,029	271,107	273,818	276,556
Bookstore Rental - Moved to Other	65,000	60,000	60,000							
Subtotal	1,335,301	1,303,586	1,238,427	1,201,684	1,288,453	1,305,104	193,117	1,180,389	1,451,428	1,455,126
Falcon Center Student Fees - Fairmont	1,594,080	1,539,014	1,467,902	1,848,993	1,849,436	1,825,000	1,372,900	1,825,000	1,825,000	1,898,000
Falcon Center Student Fees - Pierpont - Combined	705,326	681,717	573,774			0	0	0	0	0
Fee Increase (0.04% in FY 18-20 and FY 27-29)									73,000	75,920
Other Operating Revenue	577,965	561,654	530,727	833,318	791,199	896,516	434,968	961,516	961,516	961,516
Falcon Center Revenue Total	2,877,371	2,782,385	2,572,403	2,682,311	2,640,635	2,721,516	1,807,868	2,786,516	2,859,516	2,935,436
Total Revenue	4,212,672	4,085,972	3,810,830	3,883,995	3,929,088	4,026,620	2,000,986	3,966,905	4,310,944	4,390,562
Falcon Center	724,117	851,594	842,125	716,838	687,813	792,436	406,077	791,892	791,892	810,106
Falcon Center Labor Total	724,117	851,594	842,125	716,838	687,813	792,436	406,077	791,892	791,892	810,106
Total Labor	724,117	851,594	842,125	716,838	687,813	792,436	406,077	791,892	791,892	810,106
Falcon Center	1,046,716	1,072,342	1,120,832	1,421,045	1,367,085	1,479,263	753,777	1,478,929	1,508,508	1,538,678
Falcon Center Operating Total	1,046,716	1,072,342	1,120,832	1,421,045	1,367,085	1,479,263	753,777	1,478,929	1,508,508	1,538,678
Total Operating	1,046,716	1,072,342	1,120,832	1,421,045	1,367,085	1,479,263	753,777	1,478,929	1,508,508	1,538,678
Total Expenses	1,770,833	1,923,935	1,962,956	2,137,883	2,054,898	2,271,699	1,159,854	2,270,821	2,300,400	2,348,783
Net Total Revenue	2,441,839	2,162,036	1,847,873	1,746,112	1,874,190	1,754,921	841,132	1,696,084	2,010,544	2,041,779
Debt Service Payment	1,548,021	1,374,430	1,373,115	1,374,349	1,374,267	1,374,036	0	1,374,921	1,374,542	1,376,059
Annual Lease Payment - Turf	50,236	50,236	50,236	50,236	0	50,236	0	0	50,236	50,236
Transfers To Reserves	852,887	700,000	350,000	453,000	238,000	330,649	686,559	321,163	585,767	615,483
Net Revenue - after Debt Payment & Transfers to Reserves	(9,305)	37,371	74,522	(131,473)	261,923	0	154,573	0	0	0
Bookstore Escalator						1		1	1.01	1.01
Revenue Escalator - Operations Fee						1		1	1	1
Labor Escalator						1.023		1.023	1	1.023
Operating Escalator						1.02		1.02	1.02	1.02
Beginning Cash Balance - Reserves	2,324,047	3,022,863	3,359,079	3,511,564	3,846,311	3,792,257	3,792,257	3,878,555	4,000,132	4,200,533
Interest (9149XX - Budget 5616XX, YTD 5614XX)	3,572	5,871	5,745	5,539	16,089	3,000	14,272	3,000	3,000	3,000
Other Income - Bond Funds Settlement (FY 16 & 17 - 9149XX Acct H504XX)					6,006	-	113,832			
Transfers In - Reserves/ Bookstore Rental (FY10&11)	861,887	700,000	350,000	453,000	238,000	330,649	-	321,163	585,767	615,483
Less - One-time Operating Transfers (FY 15 ONLY)				(41,458)						
Less - Projects	(131,643)	(130,767)	(402,329)	(72,501)	(189,187)	(247,352)	(167,811)	(202,586)	(388,365)	(186,556)
Adjustment for Projects (Unspent and Carryover)	(35,000)	(238,887)	199,068	(69,323)	(139,962)		(54,688)			
<i>Total will match 9149XX Acct 9222XX YTD in FY 15 and Acct 4029XX from 2016 forward</i>				59,491	15,000	-	-			
Plus - Project Funds Returned to Reserves (9149XX-R086XX)										
Ending Cash Balance - Reserves	3,022,863	3,359,079	3,511,564	3,846,311	3,792,257	3,878,555	3,697,862	4,000,132	4,200,533	4,632,461
								Cash Balance	Fund Balance	
Current Balance - Operating										
	2012	2013	2014	2015	2016	2017		2018	2019	2020
Student Recreation Center (Building Fee) - Full Time	110.00	110.00	110.00	110.00	110.00	110.00		110.00	110.00	110.00
Student Recreation Center (Building Fee) - per credit hour	10	10	10	10	10	10		10	10	10
Student Activity Operations - Full Time	113.00	113.00	113.00	113.00	113.00	113.00		118.00	123.00	128.00
Student Activity Operations - per credit hour	10	10	10	10	10	10		10	10	11
Meal Plan Escalator	1.03	1.03	1.02	1.03	1.03	1.03		1.03	1.03	1.02
15 meals per week (+65 points)	1,593.00	1,640.00	1,673.00	1,723.00	1,774.00	1,827.00		1,881.00	1,937.00	1,975.00
19 meals per week (+75 points)	1,744.00	1,796.00	1,832.00	1,886.00	1,942.00	2,000.00		2,060.00	2,121.00	2,163.00
15 meals per week (+150 points)	1,676.00	1,726.00	1,761.00	1,813.00	1,867.00	1,923.00		1,980.00	2,039.00	2,079.00
12 meals per week (+225 points)	1,616.00	1,664.00	1,698.00	1,748.00	1,800.00	1,854.00		1,909.00	1,966.00	2,005.00

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	2021 Projection	2022 Projection	2023 Projection	2024 Projection	2025 Projection	2026 Projection	2027 Projection	2028 Projection	2029 Projection	2030 Projection
Food Service/Dining	1,169,822	1,248,284	1,278,033	1,333,782	1,402,658	1,341,559	1,426,478	1,401,289	1,451,831	1,482,285
Bookstore	279,322	282,115	284,936	287,785	290,663	293,570	296,506	299,471	302,466	305,491
Bookstore Rental - Moved to Other										
Subtotal	1,449,144	1,530,399	1,562,969	1,621,567	1,693,321	1,635,129	1,722,984	1,700,760	1,754,297	1,787,776
Falcon Center Student Fees - Fairmont	1,973,920	1,973,920	1,973,920	1,973,920	1,973,920	1,973,920	1,973,920	2,052,877	2,134,992	2,220,392
Falcon Center Student Fees - Pierpont - Combined	0	0	0	0	0	0	0	0	0	0
Fee Increase (0.04% in FY 18-20 and FY 27-29)	0	0	0	0	0	0	78,957	82,115	85,400	0
Other Operating Revenue	961,516	961,516	961,516	961,516	961,516	961,516	961,516	961,516	961,516	961,516
Falcon Center Revenue Total	2,935,436	2,935,436	2,935,436	2,935,436	2,935,436	2,935,436	3,014,393	3,096,508	3,181,908	3,181,908
Total Revenue	4,384,580	4,465,835	4,498,405	4,557,003	4,628,757	4,570,565	4,737,377	4,797,268	4,936,205	4,969,684
Falcon Center	828,738	828,738	847,799	867,298	867,298	887,246	907,653	907,653	928,529	949,885
Falcon Center Labor Total	828,738	828,738	847,799	867,298	867,298	887,246	907,653	907,653	928,529	949,885
Total Labor	828,738	828,738	847,799	867,298	867,298	887,246	907,653	907,653	928,529	949,885
Falcon Center	1,569,451	1,600,840	1,632,857	1,665,514	1,698,825	1,732,801	1,767,457	1,802,806	1,838,862	1,875,640
Falcon Center Operating Total	1,569,451	1,600,840	1,632,857	1,665,514	1,698,825	1,732,801	1,767,457	1,802,806	1,838,862	1,875,640
Total Operating	1,569,451	1,600,840	1,632,857	1,665,514	1,698,825	1,732,801	1,767,457	1,802,806	1,838,862	1,875,640
Total Expenses	2,398,189	2,429,578	2,480,656	2,532,813	2,566,123	2,620,047	2,675,110	2,710,459	2,767,391	2,825,525
Net Total Revenue	1,986,391	2,036,257	2,017,749	2,024,190	2,062,634	1,950,518	2,062,267	2,086,809	2,168,813	2,144,159
Debt Service Payment	1,374,542	1,374,547	1,373,756	1,373,914	1,375,748	1,375,609	1,373,434	1,376,026	1,374,003	1,373,370
Annual Lease Payment - Turf	50,236	50,236	50,236	50,236	50,236	50,236	50,236	50,236	50,236	50,236
Transfers To Reserves	561,613	611,474	593,757	600,040	636,650	524,673	638,597	660,547	744,575	720,553
Net Revenue - after Debt Payment & Transfers to Reserves	0	0	0	0	0	0	0	0	0	0
Bookstore Escalator	1.01	1.01	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	1	1
Labor Escalator	1.023	1	1.023	1.023	1	1.023	1.023	1	1.023	1.023
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02
Beginning Cash Balance - Reserves	4,632,461	4,965,050	5,305,746	5,306,366	5,061,773	4,988,503	4,382,110	3,991,028	4,098,167	4,262,810
Interest (9149XX - Budget 5616XX, YTD 5614XX)	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Other Income - Bond Funds Settlement (FY 16 & 17 - 9149XX Acct H504XX)										
Transfers In - Reserves/ Bookstore Rental (FY10&11)	561,613	611,474	593,757	600,040	636,650	524,673	638,597	660,547	744,575	720,553
Less - One-time Operating Transfers (FY 15 ONLY)										
Less - Projects	(232,024)	(273,778)	(596,137)	(847,633)	(712,920)	(1,134,066)	(1,032,679)	(556,408)	(582,931)	(121,650)
Adjustment for Projects (Unspent and Carryover)										
<i>Total will match 9149XX Acct 9222XX YTD in FY 15 and Acct 4029XX from 2016 forward</i>										
Plus - Project Funds Returned to Reserves (9149XX-R086XX)										
Ending Cash Balance - Reserves	4,965,050	5,305,746	5,306,366	5,061,773	4,988,503	4,382,110	3,991,028	4,098,167	4,262,810	4,864,713

Current Balance - Operating

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Student Recreation Center (Building Fee) - Full Time	110.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00	110.00
Student Recreation Center (Building Fee) - per credit hour	10	10	10	10	10	10	10	10	10	10
Student Activity Operations - Full Time	128.00	128.00	128.00	128.00	128.00	128.00	134.00	140.00	146.00	146.00
Student Activity Operations - per credit hour	11	11	11	11	11	11	11	12	12	12
Meal Plan Escalator	1.03	1.03	1.02	1.03	1.03	1.02	1.03	1.03	1.02	1.03
15 meals per week (+65 points)	2,034.00	2,095.00	2,136.00	2,200.00	2,266.00	2,311.00	2,380.00	2,451.00	2,500.00	2,575.00
19 meals per week (+75 points)	2,227.00	2,293.00	2,338.00	2,408.00	2,480.00	2,529.00	2,604.00	2,682.00	2,735.00	2,817.00
15 meals per week (+150 points)	2,141.00	2,205.00	2,249.00	2,316.00	2,385.00	2,432.00	2,504.00	2,579.00	2,630.00	2,708.00
12 meals per week (+225 points)	2,065.00	2,126.00	2,168.00	2,233.00	2,299.00	2,344.00	2,414.00	2,486.00	2,535.00	2,611.00

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	<u>2031 Projection</u>	<u>2032 Projection</u>	<u>2033 Projection</u>	<u>2034 Projection</u>	<u>2035 Projection</u>	<u>2036 Projection</u>
Food Service/Dining	1,533,644	1,508,601	1,543,203	1,537,505	1,516,111	1,535,941
Bookstore	308,546	311,631	314,747	317,894	321,073	324,284
Bookstore Rental - Moved to Other						
Subtotal	1,842,190	1,820,232	1,857,950	1,855,399	1,837,184	1,860,225
Falcon Center Student Fees - Fairmont	2,220,392	2,220,392	2,220,392	2,220,392	2,220,392	2,220,392
Falcon Center Student Fees - Pierpont - Combined	0	0	0	0	0	0
Fee Increase (0.04% in FY 18-20 and FY 27-29)	0	0	0	0	0	0
Other Operating Revenue	961,516	961,516	961,516	961,516	961,516	961,516
Falcon Center Revenue Total	3,181,908	3,181,908	3,181,908	3,181,908	3,181,908	3,181,908
Total Revenue	5,024,098	5,002,140	5,039,858	5,037,307	5,019,092	5,042,133
Falcon Center	949,885	971,732	994,082	994,082	1,016,946	1,040,336
Falcon Center Labor Total	949,885	971,732	994,082	994,082	1,016,946	1,040,336
Total Labor	949,885	971,732	994,082	994,082	1,016,946	1,040,336
Falcon Center	1,913,152	1,951,415	1,990,444	2,030,253	2,070,858	2,112,275
Falcon Center Operating Total	1,913,152	1,951,415	1,990,444	2,030,253	2,070,858	2,112,275
Total Operating	1,913,152	1,951,415	1,990,444	2,030,253	2,070,858	2,112,275
Total Expenses	2,863,037	2,923,148	2,984,526	3,024,335	3,087,804	3,152,611
Net Total Revenue	2,161,060	2,078,992	2,055,332	2,012,972	1,931,288	1,889,522
Debt Service Payment	1,374,003	1,375,773				
Annual Lease Payment - Turf	50,236	50,236	50,236	50,236	50,236	50,236
Transfers To Reserves	736,822	652,982	2,005,096	1,962,736	1,881,052	1,839,286
Net Revenue - after Debt Payment & Transfers to Reserves	0	0	0	0	0	0
Bookstore Escalator	1.01	1.01	1.01	1.01	1.01	1.01
Revenue Escalator - Operations Fee	1	1	1	1	1	1
Labor Escalator	1	1.023	1.023	1	1.023	1.023
Operating Escalator	1.02	1.02	1.02	1.02	1.02	1.02
Beginning Cash Balance - Reserves	4,864,713	5,400,206	5,979,331	7,238,661	8,259,027	9,657,628
Interest (9149XX - Budget 5616XX, YTD 5614XX)	3,000	3,000	3,000	3,000	3,000	3,000
Other Income - Bond Funds Settlement (FY 16 & 17 - 9149XX Acct H504XX)						
Transfers In - Reserves/ Bookstore Rental (FY10&11)	736,822	652,982	2,005,096	1,962,736	1,881,052	1,839,286
Less - One-time Operating Transfers (FY 15 ONLY)						
Less - Projects	(204,328)	(76,857)	(748,766)	(945,370)	(485,450)	(335,011)
Adjustment for Projects (Unspent and Carryover)						
<i>Total will match 9149XX Acct 9222XX YTD in FY 15 and Acct 4029XX from 2016 forward</i>						
Plus - Project Funds Returned to Reserves (9149XX-R086XX)						
Ending Cash Balance - Reserves	5,400,206	5,979,331	7,238,661	8,259,027	9,657,628	11,164,903

Current Balance - Operating

	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>
Student Recreation Center (Building Fee) - Full Time	110.00	110.00	110.00	110.00	110.00	110.00
Student Recreation Center (Building Fee) - per credit hour	10	10	10	10	10	10
Student Activity Operations - Full Time	146.00	146.00	146.00	146.00	146.00	146.00
Student Activity Operations - per credit hour	12	12	12	12	12	12
Meal Plan Escalator	1.03	1.02	1.03	1.03	1.02	1.02
15 meals per week (+65 points)	2,652.00	2,705.00	2,786.00	2,869.00	2,926.00	2,984.00
19 meals per week (+75 points)	2,901.00	2,959.00	3,047.00	3,138.00	3,200.00	3,264.00
15 meals per week (+150 points)	2,789.00	2,844.00	2,929.00	3,016.00	3,076.00	3,137.00
12 meals per week (+225 points)	2,689.00	2,742.00	2,824.00	2,908.00	2,966.00	3,025.00

Falcon Center Project Cost Estimates															
	Inflation Rate	3%													
Building & Work Item	2013 Est Cost of Work	2013	2014 1	2015 2	2016 3	2017 4	2018 5	2019 6	2020 7	2021 8	2022 9	2023 10	2024 11	2025 12	2026 13
Falcon Center Capital Projects															
Roof	600,000.00														440,560.11
Patio water Sealant	75,000.00							44,776.96		47,503.88					
Pool Equipment	75,000.00										97,857.99				
Pool Resurface	15,000.00							17,910.78							
HVAC Equipment	250,000.00											335,979.09	346,058.47	356,440.22	367,133.43
Fabric Ducts	90,176.50	80,000.00													
Lighting Upgrades	73,700.00		73,700.00												
Hood Exhaust Fans	50,000.00											67,195.82	69,211.69	71,288.04	73,426.69
Rubber Flooring	156,000.00								95,930.16		101,772.31				
Sound System	50,000.00													71,288.04	
Carpet - Dining Area	50,000.00									63,338.50					
Carpet - Other Areas	30,000.00		20,000.00								39,143.20				
Bookstore Carpet	10,000.00							11,940.52						14,257.61	
Rubber Fitness Flooring	40,000.00		30,000.00										55,369.35		
Elevator Upgrade	100,000.00												138,423.39		146,853.37
2nd Passenger Elevator	150,000.00							179,107.84							
Painting of Colebank	50,000.00											0.00			
Acoustical Walls	59,705.00						67,198.50					0.00			
Starbucks Renovation	130,000.00	130,000.00	130,000.00												
Pool Wall				40,000.00											
Fabric Ducts	82,363.00				90,000.27										
Painting of Building - Per Gym	100,000.00														
Total	2,236,944.50	210,000.00	253,700.00	40,000.00	90,000.27	67,198.50	0.00	253,736.11	95,930.16	110,842.38	238,773.49	403,174.91	609,062.90	513,273.92	1,027,973.60
Ongoing Repair and Replacement															
Cleaning of Glass windows	15,000.00							17,910.78							
9 Flat screen TV's for fitness room (each)	900.00	13,431.87								10,260.84					
New Fitness room equipment	400,000.00	34,382.00	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	20,000.00	20,000.00
New Spin bikes (each)	3,500.00		10,815.00	3,713.15	3,824.54	3,939.28	4,057.46	4,179.18	4,304.56	4,433.70	4,566.71	4,703.71	4,844.82	4,990.16	5,139.87
Replace BB hoops (each)	10,000.00			11,218.00			22,510.18		23,881.05		25,335.40		26,878.33		28,515.22
Replace lifeguard stands (each)	3,500.00	4,169.90						8,114.92				9,407.41			
Replace pool furniture	12,000.00											16,127.00			
*Replacement of folding chairs (each)	40.00	6,327.08	4,120.00	4,243.60	4,370.91	4,502.04	4,637.10	4,776.21	4,919.50	5,067.08	5,219.09	5,375.67	5,536.94	5,703.04	5,874.13
*Replacement of folding rack for chairs (each)	500.00		1,030.00		1,092.73		1,159.27		1,229.87		1,304.77		1,384.23		1,468.53
*Replacement of folding tables (each)	80.00		824.00	848.72	874.18	900.41	927.42	955.24	983.90	1,013.42	1,043.82	1,075.13	1,107.39	1,140.61	1,174.83
*Replacement of staging/stairs	77,600.00												107,416.55		
Replace Wash/Dryer	6,500.00	4,420.00						7,761.34						9,267.45	
Replace 6 POS systems (each)	3,000.00	24,358.96	9,270.00				31,300.40					36,285.74			
Replace 5 DCT readers (each)	1,785.00		9,192.75						10,976.62						13,106.66
Relace 3 ID camera's (each)	400.00		1,236.00				1,350.61		1,475.85			1,612.70		1,762.24	
Replace 3 ID printers (each)	6,000.00				13,112.72				14,758.49			16,127.00		17,622.40	
Replace 3 ID system computers (each)	1,200.00			1,273.08		1,350.61	1,391.13	1,432.86		1,520.12	1,565.73	1,612.70		1,710.91	1,762.24
Replace 10 Vending machine readers (each)	1,000.00		2,060.00		(0.00)		1,159.27		1,229.87		1,304.77		1,384.23		1,468.53
Patio Furniture	40,000.00		30,000.00									53,756.66			
Replace Gym Floor covers (tiles w/cart)-CB	20,000.00									25,335.40					
Replace Gym Floor covers (tiles w/cart)-Gym 1	22,273.48									28,215.38					
Purchase Gym Floor covers (tiles w/cart)-Gym 2	23,000.00	18,040.00	4,960.00												
Nickel Area Furniture	90,000.00			65,481.00										128,318.48	
Conference Area Furniture	62,000.00						71,874.99								
Board Room Furniture	20,000.00							23,881.05							
Dining Room Furniture (150 tables/600 chairs)	70,000.00		60,000.00									96,896.37			
Security Cameras for Building	50,000.00	42,644.58	50,000.00		50,000.00		57,963.70								
Student Lounge Furniture	25,000.00							29,851.31							36,713.34
Custodial Equipment	25,000.00								30,746.85						
Stairwell Refinish		3,180.29													
Colebank Hall Painting and Signage		38,739.50													
Total	990,278.48	189,694.18	203,507.75	106,777.55	93,275.08	54,553.12	202,585.67	134,629.02	90,625.51	121,181.33	35,004.89	192,962.04	238,570.53	199,645.87	106,092.79
Grand Total	3,227,222.98	399,694.18	457,207.75	146,777.55	183,275.36	121,751.62	202,585.67	388,365.13	186,555.67	232,023.72	273,778.38	596,136.95	847,633.43	712,919.79	1,134,066.39
* Current # of folding chairs = @1000 (72 per rack)															
* Current # of folding tables = 100															
* Current number of racks =															
* Current pieces of staging = 36															

Falcon Center Project Cost Estimates										
Inflation Rate										
Building & Work Item	2027 14	2028 15	2029 16	2030 17	2031 18	2032 19	2033 20	2034 21	2035 22	2036 23
Falcon Center Capital Projects										
Roof	453,776.92									
Patio water Sealant								69,761.05		
Pool Equipment								139,522.09		
Pool Resurface							27,091.67			
HVAC Equipment	378,147.43	389,491.85	401,176.61	-			451,527.81			
Fabric Ducts										
Lighting Upgrades										
Hood Exhaust Fans	75,629.49	77,898.37	80,235.32	82,642.38						
Rubber Flooring										
Sound System									95,805.17	
Carpet - Dining Area								90,305.56		
Carpet - Other Areas					51,072.99					
Bookstore Carpet										19,735.87
Rubber Fitness Flooring								74,411.78		
Elevator Upgrade									191,610.34	
2nd Passenger Elevator										
Painting of Colebank								93,014.73		
Accoustical Walls								111,068.89		
Starbucks Renovation										
Pool Wall										162,550.51
Fabric Ducts										
Painting of Building - Per Gym										
Total	907,553.83	467,390.22	481,411.93	82,642.38	51,072.99	0.00	568,925.04	487,778.54	287,415.51	182,286.37
Ongoing Repair and Replacement										
Cleaning of Glass windows	22,688.85									
9 Flat screen TV's for fitness room (each)			12,998.12							
New Fitness room equipment	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)	5,294.06	5,452.89	5,616.47	5,784.97	5,958.52	6,137.27	6,321.39	6,511.03	6,706.36	6,907.55
Replace BB hoops (each)	30,251.79		32,094.13		34,048.66		36,122.22			
Replace lifeguard stands (each)		10,905.77					12,642.78			
Replace pool furniture								30,000.96		
*Replacement of folding chairs (each)	6,050.36	6,231.87	6,418.83	6,611.39	6,809.73	7,014.02	7,224.44	7,441.18	7,664.41	7,894.35
*Replacement of folding rack for chairs (each)		1,557.97		1,652.85		1,753.51		1,860.29		1,973.59
*Replacement of folding tables (each)	1,210.07	1,246.37	1,283.77	1,322.28	1,361.95	1,402.80	1,444.89	1,488.24	1,532.88	1,578.87
*Replacement of staging/stairs								144,358.86		
Replace Wash/Dryer					11,065.81					
Replace 6 POS systems (each)		42,065.12					48,765.00			
Replace 5 DCT readers (each)						15,650.04				17,614.26
Relace 3 ID camera's (each)			1,925.65			2,104.21			2,299.32	
Replace 3 ID printers (each)			19,256.48			21,042.07			22,993.24	
Replace 3 ID system computers (each)	1,815.11		1,925.65	1,983.42	2,042.92		2,167.33	2,232.35		
Replace 10 Vending machine readers (each)		1,557.97		1,652.85		1,753.51		1,860.29		1,973.59
Patio Furniture								74,411.78		
Replace Gym Floor covers (tiles w/cart)-CB					34,048.66					
Replace Gym Floor covers (tiles w/cart)-Gym 1					37,919.11					
Purchase Gym Floor covers (tiles w/cart)-Gym 2									18,040.00	4,960.00
Nickel Area Furniture										
Conference Area Furniture									118,798.41	
Board Room Furniture								37,205.89		
Dining Room Furniture (150 tables/600 chairs)								130,220.62		
Security Cameras for Building										
Student Lounge Furniture							45,152.78			
Custodial Equipment	37,814.74									47,902.59
Stairwell Refinish										3,180.29
Colebank Hall Painting and Signage										38,739.50
Total	125,124.99	89,017.96	101,519.09	39,007.75	153,255.36	76,857.43	179,840.84	457,591.50	198,034.63	152,724.58
Grand Total	1,032,678.82	556,408.18	582,931.02	121,650.13	204,328.35	76,857.43	748,765.88	945,370.04	485,450.15	335,010.95
										10,972,222.55
* Current # of folding chairs = @1000 (72 per rack)										
* Current # of folding tables = 100										
* Current number of racks =										
* Current pieces of staging = 36										

**CAPITAL PROJECT PLAN
FY 2018**

FALCON CENTER PRIORITY LIST

<i>Priority</i>	<i>Building</i>	<i>Project</i>	<i>Amount</i>
1	Falcon Center	Miscellaneous Projects	\$ 200,000.00
			\$ 200,000.00

2018 Capital Projects Descriptions

Falcon Center

1 Miscellaneous Projects

Every year, some fitness equipment is upgraded/replaced; additional tables and chairs are purchased; furniture; etc.

Tab 9

**Fairmont State University
Board of Governors
April 20, 2017**

Item: Facilities FY 2018 Budget Plan Approval

Committee: Committee of the Whole

Recommended Resolution: Approval of the Facilities FY 2018 budget plan

Staff Member: Al Skudzinskas

Background: The FY 2018 Facilities plan reflects a balanced budget including a transfer to reserve projection of \$54,927.35 for future capital repairs and replacement.

The FY 2018 budget plan includes revenue estimates resulting from a 5% fee increase as required by the Facilities 20-Year Proforma, labor budget updates based upon the current Mercer Classification System scale and annual increment adjustments.

This request seeks approval for the following:

1. The FY 2018 Operating Budget Plan
2. The funding of an FY 2018 small projects budget of \$65,000 for Parking Garage Maintenance.

Fairmont State University
FACILITIES 5% Increase - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of February 28, 2017

Updated 03-21-17

FACILITIES FEE		2015 Budget	2015 Actual (YTD)	2016 Budget	2016 Actual (YTD)	2017 Budget	2017 Actual (YTD)	2018 Budget
<i>Revenue:</i>	Facilities/Parking Fees - Fairmont (370004/9121XX)	678,974.39	668,188.00	673,518.39	713,580.32	699,364.00	685,333.25	699,364.00
	Fairmont Fee Increase			0.00		0.00		30,000.00
	Facilities/Parking Fees - Pierpont (370002/3421XX)	258,881.50	257,960.00	258,881.50	237,094.50	233,036.00	186,976.50	233,036.00
	Pierpont Fee Increase			0.00		0.00		10,000.00
	Facilities Parking Fees - Other (<i>employee, fines & other</i>)	168,304.00	151,663.69	169,654.00	150,594.31	168,304.00	111,312.50	168,304.00
	Total Facilities Revenue	1,106,159.89	1,077,811.69	1,102,053.89	1,101,269.13	1,100,704.00	983,622.25	1,140,704.00
<i>Operating:</i>	Facilities/Parking Labor	532,701.00	563,919.83	574,416.00	564,442.79	572,992.00	402,701.93	581,517.00
	Total Facilities Labor	532,701.00	563,919.83	574,416.00	564,442.79	572,992.00	402,701.93	581,517.00
	Facilities/Parking Operating	91,477.89	76,100.35	82,105.89	106,202.23	82,105.89	61,704.20	82,105.89
	Total Facilities Operating	91,477.89	76,100.35	82,105.89	106,202.23	82,105.89	61,704.20	82,105.89
<i>Transfers:</i>	Facilities/Parking Transfer for Card Center Support	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Total Facilities Transfers	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Net Total Revenue	459,981.00	415,791.51	423,532.00	408,624.11	423,606.11	497,216.12	455,081.11
	Debt Service Payment	400,910.09	400,654.86	399,613.52	399,355.19	400,748.02	200,242.63	400,153.76
	Transfer to Reserves	59,070.91	80,000.00	23,918.48	10,000.00	22,858.09	0.00	54,927.35
	Net Revenue, after Debt Payment & Transfer to Reserves	0.00	(64,863.35)	0.00	(731.08)	0.00	296,973.49	0.00
	TOTAL NET/GROSS REVENUE (1)	(A) 1,106,159.89	1,077,811.69	1,102,053.89	1,101,269.13	1,100,704.00	983,622.25	1,140,704.00
	Maximum Debt Service (as per Bond Indentures)	(B) 400,910.09	400,910.09	400,910.09	400,911.09	400,910.09	400,911.09	400,910.09
	Debt Covenant Ratio (A) divided by (B)	2.76	2.69	2.75	2.75	2.75	2.45	2.85
	<i>required = 1.00</i>							
		2015	2015	2016	2016	2017	2017	2018
	2 year Facilities Fee - Full Time	110.00	110.00	116.00	116.00	116.00	116.00	122.00
	2 year Facilities Fee - per credit hour	10.00	10.00	10.00	10.00	10.00	10.00	10.50
	4 year Facilities Fee - Full Time	110.00	110.00	116.00	116.00	116.00	116.00	122.00
	4 year Facilities Fee - per credit hour	10.00	10.00	10.00	10.00	10.00	10.00	10.50
	<i>FUND 370190/9129XX</i>	2015 Budget	2015 Actual (YTD)	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget
	Beginning Cash Balance - Auxiliary Reserves	1,005,043.72	1,005,043.72	1,027,734.09	1,027,734.09	939,692.87	939,692.87	858,850.96
	Interest	1,300.00	1,690.37	1,300.00	4,393.29	1,300.00	6,042.60	1,300.00
	Other Income				2,565.49		48,618.00	
	Transfers In - Reserves	59,070.91	80,000.00	23,918.48	10,000.00	22,858.09	-	54,927.35
	Less - Projects	(59,055.00)	(18,250.00)	105,000.00	105,000.00		123,029.00	
	Adjustments for Projects (Unspent & Carry-Over)				40,805.00			
	Adjustment for Available Balance				125,255.00			
	Less - Cash transferred for project budgets	55.00	(40,750.00)	105,000.00	105,000.00	105,000.00	105,000.00	
	Ending Cash Balance - Reserve Funds	1,006,414.63	1,027,734.09	1,262,952.57	939,692.87	858,850.96	1,012,382.47	915,078.31
			1,027,734.09					

Fairmont State University
FACILITIES 5% Increase - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of February 28, 2017

FACILITIES FEE		2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
<i>Revenue:</i>	Facilities/Parking Fees - Fairmont (370004/9121XX)	729,364.00	729,364.00	765,832.20	765,832.20	804,123.81	804,123.81
	Fairmont Fee Increase	0.00	36,468.20	0.00	38,291.61	0.00	40,206.19
	Facilities/Parking Fees - Pierpont (370002/3421XX)	243,036.00	243,036.00	255,187.80	255,187.80	267,947.19	267,947.19
	Pierpont Fee Increase	0.00	12,151.80	0.00	12,759.39	0.00	13,397.36
	Facilities Parking Fees - Other (<i>employee, fines & other</i>)	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00
	Total Facilities Revenue	1,140,704.00	1,189,324.00	1,189,324.00	1,240,375.00	1,240,375.00	1,293,978.55
<i>Operating:</i>	Facilities/Parking Labor	594,891.89	594,891.89	608,574.40	622,571.62	622,571.62	636,890.76
	Total Facilities Labor	594,891.89	594,891.89	608,574.40	622,571.62	622,571.62	636,890.76
	Facilities/Parking Operating	83,748.01	85,422.97	87,131.43	88,874.06	90,651.54	92,464.57
	Total Facilities Operating	83,748.01	85,422.97	87,131.43	88,874.06	90,651.54	92,464.57
<i>Transfers:</i>	Facilities/Parking Transfer for Card Center Support	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Total Facilities Transfers	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Net Total Revenue	440,064.10	487,009.14	471,618.17	506,929.33	505,151.85	542,623.22
	Debt Service Payment	400,585.95	400,639.97	399,802.61	400,666.98	399,856.63	399,789.10
	Transfer to Reserves	39,478.15	86,369.17	71,815.56	106,262.35	105,295.22	142,834.12
	Net Revenue, after Debt Payment & Transfer to Reserves	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL NET/GROSS REVENUE (1)	(A) 1,140,704.00	1,189,324.00	1,189,324.00	1,240,375.00	1,240,375.00	1,293,978.55
	Maximum Debt Service (as per Bond Indentures)	(B) 400,910.09	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09
	Debt Covenant Ratio (A) divided by (B)	2.85	2.97	2.97	3.09	3.09	3.23
	<i>required = 1.00</i>						
		2019	2020	2021	2022	2023	2024
	2 year Facilities Fee - Full Time	122.00	128.10	128.10	134.51	134.51	141.23
	2 year Facilities Fee - per credit hour	10.50	11.03	11.03	11.58	11.58	12.16
	4 year Facilities Fee - Full Time	122.00	128.10	128.10	134.51	134.51	141.23
	4 year Facilities Fee - per credit hour	10.50	11.03	11.03	11.58	11.58	12.16
	<i>FUND 370190/9129XX</i>	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
	Beginning Cash Balance - Auxiliary Reserves	915,078.31	955,856.46	1,043,525.63	1,116,641.19	1,224,203.54	1,330,798.76
	Interest	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00
	Other Income						
	Transfers In - Reserves	39,478.15	86,369.17	71,815.56	106,262.35	105,295.22	142,834.12
	Less - Projects						
	Adjustments for Projects (Unspent & Carry-Over)						
	Adjustment for Available Balance						
	Less - Cash transferred for project budgets						
	Ending Cash Balance - Reserve Funds	955,856.46	1,043,525.63	1,116,641.19	1,224,203.54	1,330,798.76	1,474,932.88

Fairmont State University
FACILITIES 5% Increase - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of February 28, 2017

FACILITIES FEE		2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<i>Revenue:</i>	Facilities/Parking Fees - Fairmont (370004/9121XX)	844,330.00	844,330.00	886,546.50	886,546.50	930,873.83	930,873.83
	Fairmont Fee Increase	0.00	42,216.50	0.00	44,327.33	0.00	46,543.69
	Facilities/Parking Fees - Pierpont (370002/3421XX)	281,344.55	281,344.55	295,411.78	295,411.78	310,182.37	310,182.37
	Pierpont Fee Increase	0.00	14,067.23	0.00	14,770.59	0.00	15,509.12
	Facilities Parking Fees - Other (<i>employee, fines & other</i>)	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00
	Total Facilities Revenue	1,293,978.55	1,350,262.28	1,350,262.28	1,409,360.19	1,409,360.19	1,471,413.00
<i>Operating:</i>	Facilities/Parking Labor	651,539.25	651,539.25	666,524.65	681,854.72	681,854.72	697,537.38
	Total Facilities Labor	651,539.25	651,539.25	666,524.65	681,854.72	681,854.72	697,537.38
	Facilities/Parking Operating	94,313.86	96,200.14	98,124.14	100,086.62	102,088.35	104,130.12
	Total Facilities Operating	94,313.86	96,200.14	98,124.14	100,086.62	102,088.35	104,130.12
<i>Transfers:</i>	Facilities/Parking Transfer for Card Center Support	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Total Facilities Transfers	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Net Total Revenue	526,125.44	580,522.89	563,613.49	605,418.85	603,417.12	647,745.50
	Debt Service Payment	400,693.99	399,670.25	399,594.62	400,259.78	399,766.81	400,246.27
	Transfer to Reserves	125,431.45	180,852.64	164,018.87	205,159.07	203,650.31	247,499.23
	Net Revenue, after Debt Payment & Transfer to Reserves	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL NET/GROSS REVENUE (1) (A)	1,293,978.55	1,350,262.28	1,350,262.28	1,409,360.19	1,409,360.19	1,471,413.00
	Maximum Debt Service (as per Bond Indentures) (B)	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09
	Debt Covenant Ratio (A) divided by (B)	3.23	3.37	3.37	3.52	3.52	3.67
	<i>required = 1.00</i>						
		2025	2026	2027	2028	2029	2030
	2 year Facilities Fee - Full Time	141.23	148.29	148.29	155.71	155.71	163.49
	2 year Facilities Fee - per credit hour	12.16	12.76	12.76	13.40	13.40	14.07
	4 year Facilities Fee - Full Time	141.23	148.29	148.29	155.71	155.71	163.49
	4 year Facilities Fee - per credit hour	12.16	12.76	12.76	13.40	13.40	14.07
	<i>FUND 370190/9129XX</i>	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
	Beginning Cash Balance - Auxiliary Reserves	1,474,932.88	1,601,664.33	1,783,816.97	1,949,135.83	2,155,594.90	2,360,545.21
	Interest	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00
	Other Income						
	Transfers In - Reserves	125,431.45	180,852.64	164,018.87	205,159.07	203,650.31	247,499.23
	Less - Projects						
	Adjustments for Projects (Unspent & Carry-Over)						
	Adjustment for Available Balance						
	Less - Cash transferred for project budgets						
	Ending Cash Balance - Reserve Funds	1,601,664.33	1,783,816.97	1,949,135.83	2,155,594.90	2,360,545.21	2,609,344.44

Fairmont State University
FACILITIES 5% Increase - Financial Analysis
Basic Operating Pro Forma-Consolidated
As of February 28, 2017

FACILITIES FEE		2031 Budget	2032 Budget	2033 Budget	2034 Budget	2035 Budget	2036 Budget
<i>Revenue:</i>	Facilities/Parking Fees - Fairmont (370004/9121XX)	977,417.52	977,417.52	1,026,288.39	1,026,288.39	1,077,602.81	1,077,602.81
	Fairmont Fee Increase	0.00	48,870.88	0.00	51,314.42	0.00	53,880.14
	Facilities/Parking Fees - Pierpont (370002/3421XX)	325,691.48	325,691.48	341,976.06	341,976.06	359,074.86	341,976.06
	Pierpont Fee Increase	0.00	16,284.57	0.00	17,098.80	0.00	17,098.80
	Facilities Parking Fees - Other (<i>employee, fines & other</i>)	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00	168,304.00
	Total Facilities Revenue	1,471,413.00	1,536,568.45	1,536,568.45	1,604,981.67	1,604,981.67	1,658,861.81
<i>Operating:</i>	Facilities/Parking Labor	713,580.74	713,580.74	729,993.10	746,782.94	760,254.32	774,185.25
	Total Facilities Labor	713,580.74	713,580.74	729,993.10	746,782.94	760,254.32	774,185.25
	Facilities/Parking Operating	106,212.72	108,336.98	110,503.72	112,713.79	114,968.07	117,267.43
	Total Facilities Operating	106,212.72	108,336.98	110,503.72	112,713.79	114,968.07	117,267.43
<i>Transfers:</i>	Facilities/Parking Transfer for Card Center Support	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Total Facilities Transfers	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00
	Net Total Revenue	629,619.54	692,650.73	674,071.64	723,484.94	707,759.29	745,409.14
	Debt Service Payment	400,516.39	399,908.63	0.00	0.00	229,960.90	216,723.45
	Transfer to Reserves	229,103.15	292,742.10	674,071.64	723,484.94	477,798.39	528,685.68
	Net Revenue, after Debt Payment & Transfer to Reserves	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL NET/GROSS REVENUE (1) (A)	1,471,413.00	1,536,568.45	1,536,568.45	1,604,981.67	1,604,981.67	1,658,861.81
	Maximum Debt Service (as per Bond Indentures) (B)	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09	400,910.09
	Debt Covenant Ratio (A) divided by (B)	3.67	3.83	3.83	4.00	4.00	4.14
	<i>required = 1.00</i>						
		2031	2032	2033	2034	2035	2036
	2 year Facilities Fee - Full Time	163.49	171.67	171.67	180.25	180.25	189.26
	2 year Facilities Fee - per credit hour	14.07	14.77	14.77	15.51	15.51	16.29
	4 year Facilities Fee - Full Time	163.49	171.67	171.67	180.25	180.25	189.26
	4 year Facilities Fee - per credit hour	14.07	14.77	14.77	15.51	15.51	16.29
	<i>FUND 370190/9129XX</i>	2031 Budget	2032 Budget	2033 Budget	2034 Budget	2035 Budget	2036 Budget
	Beginning Cash Balance - Auxiliary Reserves	2,609,344.44	2,839,747.59	3,133,789.69	3,809,161.33	4,533,946.27	5,013,044.67
	Interest	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00
	Other Income						
	Transfers In - Reserves	229,103.15	292,742.10	674,071.64	723,484.94	477,798.39	528,685.68
	Less - Projects						
	Adjustments for Projects (Unspent & Carry-Over)						
	Adjustment for Available Balance						
	Less - Cash transferred for project budgets						
	Ending Cash Balance - Reserve Funds	2,839,747.59	3,133,789.69	3,809,161.33	4,533,946.27	5,013,044.67	5,543,030.35

**CAPITAL PROJECT PLAN
FY 2018**

FACILITIES PRIORITY LIST

<i>Priority</i>	<i>Building</i>	<i>Project</i>	<i>Amount</i>
1	Parking Garage	Maintenance	\$ 65,000.00
			\$ 65,000.00

2018 Capital Projects Descriptions

Facilities Projects

1 Parking Garage Maintenance

The Parking Garage requires continuous caulking of floors in garage and upkeep including: pressure washing and painting.

Tab 10

**Fairmont State University
Board of Governors
April 20, 2017**

Item: Approval of Security Camera Repurposing of Funds

Committee: Committee of the Whole

Recommended Resolution: Resolved, that the Fairmont State University Board of Governors approves the repurposing of the \$350,000 restricted funds approved in FY'15-16 for a Camera Security System for use in the Exterior Door Access Control and Security Project.

Staff Member: Al Skudzinskas

Background: On February 19, 2015 the Board of Governors approved the FY'15-16 Capital Projects agenda item that included Infrastructure Item No. 3 Campus Wide Camera Security System. Funding for this project was set at \$200,000 in FY' 16, \$75,000 in FY'17, and \$75,000 in FY'18. This system was to be built incrementally to allow security to monitor and record areas in Student Housing, Falcon Center, Feaster Center, Parking Garage, Academic, and Administrative buildings on campus.

After discussion by the Facilities Administrative Council from December 2016 to March 2017, and based on the recommendations from the ad hoc team in January 2017 composed of representatives from the physical plant, police, residence life and information technology charged with evaluating security on campus, the recommendation is to repurpose these funds for building security.

In order to increase campus security the proposal is to control access to campus buildings after normal working hours to be set by each building manager. To provide access control and to ensure that faculty, staff and students can still access all of the building after normal working hours the proposal is that all buildings on campus have at least one designated secure door equipped with card access control and monitored by a security camera. All other doors in the building are to be rekeyed in order to maintain strict key control and prevent open access to campus buildings to individuals not affiliated with FSU.

**Fairmont State University
Board of Governors
Meeting of February 19, 2015**

ITEM: FY 2015 & 16 Capital Projects

COMMITTEE: Finance Committee

RECOMMENDED RESOLUTION: *Resolved*, that the Fairmont State University Board of Governors approves the \$3,890,000 in FY 2015 & 16 Capital Project budgets consisting of \$3,200,000 from Education and General Capital Funds and \$690,000 from Infrastructure Funds.

STAFF MEMBER: Rick Porto

BACKGROUND: A couple of years have passed since new capital projects recommendations have come to the Boards for approval. There are a number of projects that need to be addressed. These projects are listed and prioritized on the attached document. Unfortunately, funding for all of these projects is not available, so highlighted in green are those projects that are recommended to occur with the funding available at this time. Please note: The projects highlighted on the E&G Capital list total \$3,200,000. These projects are targeted to begin in the summer of 2016 because of the necessary planning and bid process needing to occur. As well, these building repairs will need to be done over the summer months and the buildings will need to be unoccupied during construction. We anticipate that all of the funding required for the Education and Jaynes Hall buildings will be available by the start of these projects in the summer of 2016 (currently there is \$2,054,103 available). If the E&G Capital projects totaling \$3,200,000 are approved we will be moving forward with hiring the A&E firm to plan these HVAC replacements for the summer of 2016.

Infrastructure projects highlighted in green on the attached list total \$690,000. There is \$693,800 in

Infrastructure funds available to begin these projects once approved.

Our projection for FY 2015 for E&G Capital Fee Revenue in excess of debt service payments is approximately \$1,404,007. In FY 2013 this value was \$1,912,375.

Our projection for FY 2015 for Infrastructure Fee Revenue in excess of debt service payments is approximately \$436,750. In FY 2013 this value was \$617,820.

Enrollment declines over the past two years have made it difficult to address the short and long term maintenance needs for the co-owned facilities supported by the E&G Capital and Infrastructure fees. Besides the attached short term list the facilities team is pulling together a 20-year project schedule showing the repair and replacement needs of our current E&G facilities and the infrastructure projects that will need to be dealt with. This information will be shared in the next couple of months.

Additionally the Higher Education Policy Commission has hired a consulting firm (Sightlines) to review and report on the facilities across all HEPC institutions. Our facilities staff has been working with Sightlines for the past four months and their report is being finalized for presentation to the Boards of Governors for the co-owned campus prior to final submission to the Higher Education Policy Commission.

CAPITAL PROJECT PLAN FY 2015

E&G PRIORITY LIST

Priority	Building	Project	Notes	Amount
1	Campus Wide	Small Projects	Needed yearly for various small projects - already funded FY 15	\$ 175,000.00
2	Campus Wide	Academic Fund	Needed yearly for academic projects - already funded FY 15	\$ 100,000.00
3	Hazardous Waste Bldg	Building Replacement	Already funded FY 15	\$ 40,000.00
4	Caperton Center	Boiler Replacement & Controls	Already funded FY 15	\$ 400,000.00
5	Education & Jaynes	HVAC Evaluation & Design		\$ 200,000.00
6a	Education Bldg	HVAC Unit 1	life cycle renewal	\$ 400,000.00
6b	Education Bldg	HVAC Unit 2	life cycle renewal	\$ 400,000.00
6c	Education Bldg	HVAC Unit 3	life cycle renewal	\$ 400,000.00
7	Jaynes Hall	HVAC Replacement	life cycle renewal	\$ 1,800,000.00
8a	Colebank Hall	HVAC - AHU 4 & Control Panel		\$ 400,000.00
8b	Colebank Hall	HVAC - AHU 2 & 3		\$ 800,000.00
8c	Colebank Hall	HVAC - AHU 1		\$ 400,000.00
9	Turley Center	Roof Renewal		\$ 400,000.00
10	Wallman Hall	Roof Renewal		\$ 300,000.00
11	Education Bldg	Elevator Upgrades		\$ 125,000.00
12	Colebank Hall	Elevator Upgrades		\$ 125,000.00
13	Musick Library	Elevator Upgrades		\$ 150,000.00
14	Hardway Hall	Roof Renewal & Waterproof		\$ 600,000.00
15	Musick Library	MMA & MMA Chairs		\$ 150,000.00
16	Wallman Hall	Painting - Classroom & Tower Room		\$ 100,000.00
17	Jaynes Hall	Interior Painting & Classroom		\$ 240,000.00
18	Hunt Haught Hall	Window Replacement		\$ 750,000.00
19	Jaynes Hall	Window Replacement		\$ 525,000.00
20	Parking Garage	Elevator Addition		\$ 300,000.00
				\$ 9,280,000.00
Total of Priority # 5, 6a, 6b, 6c, & 7				\$ 3,200,000.00

2015 Capital Projects Descriptions

E&G Projects

1 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.

2 Academic Fund

This fund is established every year. The Academic Deans for both institutions decide how this is spent.

3 Hazardous Waste Building Replacement

The existing building is in very poor condition due to the exposure to various hazardous waste materials over the years. The enclosure is dilapidating and no longer serving its purpose and needs to be replaced.

4 Caperton Center Boiler Replacement & Controls

We have chronic issues with the boilers at Caperton Center. This equipment has reached the end of its life-cycle and needs to be replaced. We also cannot view or control this equipment remotely, so controls will be added to improve functionality.

5 Education & Jaynes Hall - A&E for HVAC Evaluation & Design

Contract with engineering firm to assess the existing HVAC equipment at Education Building and Jaynes Hall and propose a new mechanical system solution with recommendations and cost estimates.

6a Education HVAC Unit 1

The HVAC unit 1 (located on the roof) is structurally failing and require constant maintenance to keep in working order. This unit is over 25 yrs old and has exceeded its expected life span and requires replacement.

6b Education HVAC Unit 2

The HVAC 2 unit (located on the roof) is structurally failing. A special coating has been installed to try and repair to unit and keep it from leaking into the building. This unit is over 25 years old and has exceeded its expected life span and requires replacement.

6c Education HVAC Unit 3

The HVAC 3 unit is structurally failing and requires constant maintenance to keep in working order. This unit is over 25 years old and has exceeded its expected life span and requires replacement.

7 Jaynes Hall HVAC Replacement

Determine the best solution to renovate the entire buildings HVAC and proceed with a complete overhaul of the buildings mechanical systems. The existing equipment has reached the end of its life cycle and needs to be replaced in its entirety. Due to the complexity of this project it cannot be broken down into phases; the scope requires more than just equipment replacement.

8a Colebank Hall HVAC AHU 4 & Control Panel

The Air Handling Unit that serves the third floor of Colebank has reached the end of its life-cycle and needs to be replaced as well as the current control panel.

8b Colebank Hall HVAC AHU 2 & 3

The two Air Handling Units that serve the second floor Gym has reached the end of its life-cycle and needs to be replaced. This equipment is heavily used due to special events.

8c Colebank Hall HVAC AHU 1

The Air Handling Unit that serves the first floor of Colebank has reached the end of its life-cycle and needs to be replaced.

9 Turley Center Roof Renewal

Turley Center roof warranty expired 5/28/2010. We have known leaks on the system at the lapped joints of the rubber membrane. These systems are past their expected life and require replacement.

10 Wallman Hall Roof Renewal

Wallman Hall roof warranty expired 6/05/2001. We have known leaks in this system. The roof has exceeded its expected life and must be replaced.

11 Education Building Elevator Upgrades

The Education elevator is original to the building. It is very important to have this elevator upgraded.

12 Colebank Hall Elevator Upgrades

The Colebank Hall rear elevator is functional but is due for upgrades. Propose a 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.

13 Musick Library Elevator Upgrades

The Musick Library elevator is functional but is due for upgrades. Propose a elevator modernization package.

14 Hardway Hall Roof Renewal & Waterproof

Hardway Hall roof warranty expired 2/22/1996. These systems are past their expected life and are due for replacement. The exterior envelope of this building including : brick, stone lintels, and terra cotta all need repaired, cleaned, and waterproofing applied to seal these materials as a necessary preventative measure.

15 Musick Library MMA & MMB Chairs

The stationary chairs in the Musick Library Multi-Media A&B Classrooms are due for replacement. The chairs are in poor condition and are out dated. It is becoming extremely hard to find parts to maintain and keep operational.

16 Wallman Hall Painting - Classroom & Tower Room

Some painting was incorporated in the Wallman Hall Renovation in 2013. However some classrooms remain and need the walls patched and painted. As well, the Tower Room needs plaster repair, paint, and other upgrades.

17 Jaynes Hall - Interior Painting & Classroom

With the help of student work the hallways and stairwells were painted over last summer. This year we need to proceed with patching and painting of the classroom walls.

18 Hunt Haught Hall Window Replacement

The 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.

19 Jaynes Hall Window Replacement

The replacement windows at Jaynes Hall are in poor condition. The windows need to be replaced with a newer higher efficiency window.

20 Parking Garage Elevator Addition

When the Parking Garage was constructed a third elevator shaft was put in place for expansion at a later date. Due to the heavy traffic use the third elevator is needed. To install this elevator it will require extensive work with the elevator pit, mechanical relocation, and other coordination issues.

CAPITAL PROJECT PLAN FY 2015

INFRASTRUCTURE PRIORITY LIST

<i>Priority</i>	<i>Building</i>	<i>Project</i>	<i>Notes</i>	<i>Amount</i>
1	Campus Wide	Landscaping	Already funded FY 15	\$ 100,000.00
2	Campus Wide	Small Projects	Already funded FY 15	\$ 22,000.00
3	Campus Wide	Camera Security System		\$ 350,000.00
4	Infrastructure	Walks Around Hardway		\$ 150,000.00
5	Signage	Entrance Signage Update		\$ 40,000.00
6	Infrastructure	Paving		\$ 150,000.00
7	Infrastructure	Road to Tennis Court	Funds remaining in Current Paving Budget to fund this.	\$ 40,000.00
8	Campus Wide	Veterans Memorial Wall	Not currently funded	\$ 20,000.00
9	Campus Wide	Emergency Phones		\$ 100,000.00
				\$ 972,000.00
Total of Priority # 3, 4, 5, & 6				\$ 690,000.00

2015 Capital Projects Descriptions

Infrastructure Projects

1 Landscaping

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

2 Small Projects

See #1 E&G Projects

3 Campus-wide Camera Security System

This would be an ongoing project. Prepare an RFP to select a campus wide camera security system to be incrementally expanded on over a period of time to provide monitoring of our Student Housing, Falcon Center, Feaster Center, Parking Garage, Academic, and Administrative buildings on all campuses. The funds allocated in this fiscal year will be used to purchase the base system and put in place a number of cameras in locations that will allow security to record activity in key locations. Since we are starting this project from ground zero, the growth of the number of cameras across the campus will take several years to accomplish. Before any investment of these funds, a comprehensive report will come before both boards for final approval.

4 Infrastructure: Walks Around Hardway

The concrete sidewalks around Hardway Hall are deteriorating and need replaced. They require constant maintenance and are a safety hazard.

5 Signage: Entrance Signage Update

The entrance signs at both Locust avenue entrances need to be updated so that both institutions are clearly identified at the main entrances to the shared campus.

6 Infrastructure - Paving Projects

Following the routine maintenance schedule, we need to continue with resurfacing of asphalt lots that are deteriorating. And address drainage issues with the slope of the asphalt.

7 Infrastructure - Road to Tennis Courts

In 2012 Phase I of the rehabilitation and paving of the tennis court access road was completed. Phase II includes continuing the drainage ditch, road widening, and paving of the remaining road and small parking lot.

8 Veterans Memorial Wall

9 Emergency Phone Upgrades

Upgrade Emergency Phone Systems, as needed, throughout campus to develop a more secure and safe campus.

Tab 11

Item: 2017-18 Tuition and Fee, Room and Board Fee Approval

Committee: Committee of the Whole

Recommended Resolution: Resolved, that the Fairmont State University Board of Governors approves a 5% increase in tuition and fees for resident and non-resident students at both the undergraduate and graduate levels, a 4% increase in room rates, and a 3% increase to the meal plans.

Staff Member: Al Skudzinskas

Background: **Education and General Fees:**

As a result of a review of tuition by the Budget Office with approval by the President and her Cabinet, the following tuition increases are recommended –

- \$155 per semester for undergraduate resident students.
- \$348 per semester for undergraduate non-resident students.
- \$187 per semester for graduate resident students.
- \$383 per semester for graduate non-resident students.
- \$ 18 per semester for standard auxiliary fees for all students.

Room Rental Fees:

Housing rental rates reflect a 4% increase for 2017-18. The rate increase supports the actions outlined in the approved twenty-year Housing Master Plan and serves to build the housing fund reserve in support of capital projects.

Meal Plans:

In accordance with the Falcon Center Master Plan pro-forma, meal plans will increase by 3% in response to rising food and labor costs.

The following are the Fee Planning Schedules required by the Higher Education Policy Commission. These form reflect a tuition and fee increase of 5%, an increase in housing rental rates of 4%, and an increase in the meal plan rates of 3%, in addition to a graduate course fee. Approval of tuition and fee increases of five percent (5%) or less requires no additional approval or documentation.

Fee Planning Schedule- Per Semester
Academic Year 2017-18

Institution: Fairmont State University

Student Institutional Level: Undergraduate
(Community College, Undergraduate, Graduate, Health Professions)

	Resident 2014-15	Resident 2015-16	Resident 2016-17	Resident 2017-18	Increase (Decrease)	Non- Resident 2014-15	Non- Resident 2015-16	Non- Resident 2016-17	Non- Resident 2017-18	Increase (Decrease)	Estimated Revenue 2016-17	Estimated Revenue Increase 2017-18	Estimated Number of Students 2017-18	Estimated Revenue 2017-18
I. Regular Fees Charged to All Students														
a. Tuition and Required Education and General Fees	\$2,148	\$2,295	\$2,460	\$2,615	\$155	\$4,953	\$5,269	\$5,617	\$5,965	\$348	\$19,127,418	\$1,169,575		\$20,296,993
b. Required Educational and General Capital Fees														
i. System E&G Capital Fees	\$205	\$205	\$205	\$205	\$0	\$800	\$800	\$800	\$800	\$0	\$2,589,954			\$2,589,954
ii. Special Institutional E&G Capital Fees	\$85	\$89	\$89	\$89	\$0	\$185	\$195	\$195	\$195	\$0	\$985,179			\$985,179
c. Auxiliary and Auxiliary Capital Fees														
i. Standard Auxiliary Fees	\$460	\$466	\$466	\$484	\$18	\$460	\$466	\$466	\$484	\$18	\$4,438,286	\$177,532		\$4,615,818
ii. Mandatory Auxiliary Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0
iii. Auxiliary Capital Fee	\$110	\$110	\$110	\$110	\$0	\$110	\$110	\$110	\$110	\$0	\$704,849			\$704,849
Sub-Total				0	0									
Regular	\$3,008	\$3,165	\$3,330	\$3,503	\$173	\$6,508	\$6,840	\$7,188	\$7,554	\$366	\$27,845,686	\$1,347,107		\$29,192,793
d. Special Equity Fee	\$145	\$145	\$145	\$145	\$0	\$145	\$145	\$145	\$145	\$0	\$860,625			\$860,625
Total Student Fee Request														
Regular	\$3,153	\$3,310	\$3,475	\$3,648	\$173	\$6,653	\$6,985	\$7,333	\$7,699	\$366	\$28,706,311	\$1,347,107		\$30,053,418
Percentage of Increase Requested Over Previous Year														
Regular					4.98%					4.99%				

*Fairmont State University does not charge a Metro Fee

Schedule- Per Semester

Academic Year 2017-18

Institution: Fairmont State University

Student Institutional Level: Graduate
 (Community College, Undergraduate, Graduate, Health Professions)

I. Regular Fees Charged to All Students	Resident 2014-15	Resident 2015-16	Resident 2016-17	Resident 2017-18	Increase (Decrease)	Non- Resident 2014-15	Non- Resident 2015-16	Non- Resident 2016-17	Non- Resident 2017-18	Increase (Decrease)	Estimated Revenue 2016-17	Estimated Revenue Increase 2017-18	Estimated Number of Students 2017-18	Estimated Revenue 2017-18
a. Tuition and Required Education and General Fees	\$2,399	\$2,559	\$2,737	\$2,906	\$169	\$5,591	\$5,932	\$6,134	\$6,697	\$383	\$906,366	\$45,318		\$951,684
b. Required Educational and General Capital Fees														
i. System E&G Capital Fees	\$205	\$205	\$205	\$205	\$0	\$800	\$800	\$800	\$800	\$0	\$34,399			\$34,399
ii. Special Institutional E&G Capital Fees	\$85	\$89	\$89	\$89	\$0	\$185	\$195	\$195	\$195	\$0	\$13,062			\$13,062
c. Auxiliary and Auxiliary Capital Fees														
i. Standard Auxiliary Fees	\$460	\$466	\$466	\$484	\$18	\$460	\$466	\$466	\$484	\$18	\$70,439	\$2,606		\$73,045
ii. Mandatory Auxiliary Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0
iii. Auxiliary Capital Fee	\$110	\$110	\$110	\$110	\$0	\$110	\$110	\$110	\$110	\$0	\$14,840			\$14,840
Sub-Total Regular	\$3,259	\$3,429	\$3,607	\$3,794	\$187	\$7,146	\$7,503	\$7,885	\$8,286	\$401	\$1,039,106	\$47,924		\$1,087,030
d. Special Equity Fee	\$145	\$145	\$145	\$145	\$0	\$145	\$145	\$145	\$145	\$0	\$18,850			\$18,850
Total Student Fee Request Regular	\$3,404	\$3,574	\$3,752	\$3,939	\$187	\$7,291	\$7,648	\$8,030	\$8,431	\$401	\$1,057,956	\$47,924		\$1,105,880
Percentage of Increase Requested Over Previous Year Regular					4.98%					4.99%				

*Fairmont State University does not charge a Metro Fee

Fee Planning Schedule- Per Semester
Academic Year 2017-18
Institution: Fairmont State University

	Rate Per Semester/ Occurrence 2014-15	Rate Per Semester/ Occurrence 2015-16	Rate Per Semester/ Occurrence 2016-17	Requested Rate Per Semester/ Occurrence 2017-18	Increase (Decrease)	Estimated Revenue 2016-17	Estimated Revenue Increase 2017-18	Estimated Number of Students	Estimated Revenue 2017-18
II. Special Fees and Charges									
Application Fee - Graduate	40	40	50	50	0	6,750			6,750
Application Fee - Undergraduate	20	20	25	25	0	10,280			10,280
Credential Fee - Placement	3	3	3	3	0	0			0
Community College Baccalaureate Enhancement Fee (Per Credit Hour)									
Resident	66	78	78	78	0	110,880			110,880
Non-Resident	103	103	103	103	0	19,776			19,776
Credit for Life Experience Evaluation	300	300	300	300	0	0			0
Course Fee (Per Credit Hour) (previously known as Technology Fee)	6	6	6	6	0	582,201			582,201
Diploma Replacement	50	50	50	50	0	600			600
E-Rate University (per 3 hour course)	972	972	972	972	0	0			0
E-Rate Graduate (per 3 hour course)*	1,476	1,476	1,476	1,476	0	0			0
E-Learning Course Fee (per 3 hour course) (FS Students)	150	150	150	150	0	450,450			450,450
Exam for Course Credit (per credit hour)	22	22	22	22	0	77			77
Excess course withdrawal fee (per course assessed after 8 courses have been dropped)	50	50	50	50	0	1,550			1,550
Faculty and Staff Parking Fee - Full-time (will be prorated if less than full-time) Annual	180	180	180	180	0	97,600			97,600
Fine Arts Course Fees (per credit hour):									
- Art - Pottery Materials Fee	15	15	15	15	0	5,380			5,380
- Art Painting/Drawing Materials Fee	7	7	7	7	0	43,200			43,200
- Debate - Materials Fee	15	15	15	15	0	300			300
- Music Lessons Fee	10	10	10	10	0	4,364			4,364
- Theatre Materials Fee	15	15	15	15	0	3,000			3,000
Foreign Languages Course Fee (per credit hour)	8	8	8	8	0	8,288			8,288
Graduation Processing Fee - Graduate (formerly Graduation Fee)	70	70	70	70	0	3,850			3,850
Graduation Processing Fee - Undergraduate (formerly Graduation Fee)	50	50	50	50	0	41,530			41,530
Graduation Application Late Fee	50	50	50	50	0	5,650			5,650
ID Card Replacement Fee	15	15	20	20	5	12,600			17,000
Late Registration	50	50	50	50	0	0			0
Late Payment Fee	50	50	50	50	0	120,400			120,400
MBA Course Fee (per credit hour)	25	25	25	25	0	12,000			12,000
New Student Fee	120	120	120	120	0	236,160			236,160
Nursing Lab Fee (per credit hour)	12	12	12	12	0	42,247			42,247
Nursing Testing Fee (per semester)	166	166	166	166	0	59,280			59,280
Nursing Uniform Fee (once per program)	155	155	155	155	0	21,851			21,851
Occupational Develop/Tech Studies Degree Evaluation	150	150	150	150	0	0			0
Off-Campus Instruction (per credit hour up to 12 hours max)	15	15	15	15	0	84,527			84,527
Regents' BA Degree Evaluation	300	300	300	300	0	0			0
Reinstatement Fee	25	25	25	25	0	3,775			3,775
Returned Check Fee	15	15	15	15	0	270			270
Senior Citizens Audit Fee (per credit hour)	22	22	22	22	0	0			0
Teacher Education - Clinical Experiences Fee	150	150	150	150	0	22,350			22,350

Fee Planning Schedule- Per Semester
Academic Year 2017-18
Institution: Fairmont State University

	Rate Per Semester/ Occurrence 2014-15	Rate Per Semester/ Occurrence 2015-16	Rate Per Semester/ Occurrence 2016-17	Requested Rate Per Semester/ Occurrence 2017-18	Increase (Decrease)	Estimated Revenue 2016-17	Estimated Revenue Increase 2017-18	Estimated Number of Students	Estimated Revenue 2017-18
II. Special Fees and Charges (continued)									
Transcript Fee			10	10	0				0
Priority Transcript Fee			15	15	0				0
University/Graduate Enhancement Fee (per credit hour)					0				
Resident	115	116	116	116	0	5,520			5,520
Non-Resident	255	257	257	257	0	0			0
HHP Outdoor Course Fee (per credit hour)	30	30	30	30	0	17,600			17,600
Fine Arts Major Course Fee (per credit hour)	50	50	50	50	0	0			0
School of Education Portfolio Fee (one-time)	130	130	130	130	0	0			0
Storytelling Course Fee (per credit hour)	40	40	40	40	0	1,092			1,092
Tobacco Free Fine (2nd offense)	New	50	50	50	0	0			0
Tobacco Free Fine (3rd offense)	New	100	100	100	0	0			0
Supplemental Math Course Fee	New	75	75	75	0	75,000			75,000
SCIE Course Fee	New	75	75	75	0	60,000			60,000
On-line/Hybrid Course Fee (per 3 hour course)	New	75	75	75	0	19,500			19,500
Program Fees:									
School of Nursing	250	250	250	250	0	126,687			126,687
School of Business	150	150	150	150	0	134,404			134,404
Masters of Architecture	400	400	400	400	0	800			800
College of Science & Technology	0	200	200	200	0	320,000			320,000
Architecture Program Fee	0	200	200	200	0	32,000			32,000
Criminal Justice Program	0	150	150	150	0	90,000			90,000
Master of Criminal justice	0	150	150	150	0	10,500			10,500
Flight School Rates (FSU 141):									
Private Pilot License	0	9,108	9,108	9,108	0	218,592			218,592
Instrument Rating License	0	11,555	11,555	11,555	0	138,660			138,660
Commercial License	0	33,653	33,653	33,653	0	269,224			269,224
Flight School Rates (HOVA 141):									
Private Pilot License	0	7,928	7,928	7,928	0	190,272			190,272
Instrument Rating License	0	8,600	8,600	8,600	0	103,200			103,200
Commercial License	0	29,493	29,493	29,493	0	235,944			235,944
FY 2015-16 Note: Flight school was previously operated by Pierpont. The cost indicated is total cost to obtain license if students training schedule is met. See attached details for flight school cost breakdown.									
We are in conversation with the Veterans Administration to be able to use our contracted service's part 141 program to offer our students significant savings to obtain their license in these three flight programs.									

Fee Planning Schedule- Per Semester
Academic Year 2017-18

Institution: Fairmont State University

	Rate Per Semester 2014-15	Rate Per Semester 2015-16	Rate Per Semester 2016-17	Rate Per Semester 2017-18	Increase (Decrease)	Estimated Revenue 2016-17	Estimated Revenue Increase 2017-18	Estimated Number of Students 2017-18	Estimated Revenue 2017-18
III. Room and Board Charges									
<u>Price per bed:</u>									
Bryant Place - Singles	2,714	2,888	3,015	3,136	121	1,403,653	56,146		1,459,799
Bryant Place - Doubles	2,291	2,439	2,548	2,650	102	790,980	31,639		822,619
Bryant Place - Triples	2,234	2,371	N/A		-	0	0		0
Prichard - Double	2,013	2,145	2,242	2,332	90	652,362	26,094		678,456
Morrow - Double	2,013	2,145	2,242	2,332	90	708,899	28,356		737,255
Pence - Double	2,013	2,145	2,242	2,332	90	98,648	(492,196)		98,648
Pence - Single				3,562			313,456		313,456
University Terrace - Semi-Suite			2,790	2,902	112	757,764	30,311		788,075
Note: Damage Deposit Dorms \$200.00									
<u>Board:</u>									
12 Meal Bronze Plan with \$225 Flex (5 day)	1,748	1,800	1,854	1,910	56	1,116,108	33,483		1,149,591
12 Meal Silver Plan with \$325 Flex (5 day)		1,890	1,944	2,002	58				
12 Meal Gold Plan with \$425 Flex (5 day)		1,980	2,034	2,095	61				
12 Meal Platinum Plan with \$525 Flex (5 day)		2,070	2,124	2,188	64				
15 Meal Bronze Plan with \$65 Flex (5 day)	1,722	1,774	1,827	1,882	55	133,387	4,002		137,389
15 Meal Silver Plan with \$165 Flex (5 day)		1,864	1,917	1,975	58				
15 Meal Gold Plan with \$265 Flex (5 day)		1,954	2,007	2,067	60				
15 Meal Platinum Plan with \$365 Flex (5 day)		2,044	2,097	2,160	63				
15 Meal Bronze Plan with \$150 Flex (7 day)	1,813	1,867	1,923	1,981	58	1,599,944	47,998		1,647,942
15 Meal Silver Plan with \$250 Flex (7 day)		1,957	2,013	2,073	60				
15 Meal Gold Plan with \$350 Flex (7 day)		2,047	2,103	2,166	63				
15 Meal Platinum Plan with \$450 Flex (7 day)		2,137	2,193	2,259	66				
19 Meal Bronze Plan with \$75 Flex (7 day)	1,887	1,944	2,002	2,062	60	576,668	17,300		593,968
19 Meal Silver Plan with \$175 Flex (7 day)		2,034	2,092	2,155	63				
19 Meal Gold Plan with \$275 Flex (7 day)		2,124	2,182	2,248	65				
19 Meal Platinum Plan with \$375 Flex (7 day)		2,214	2,272	2,340	68				
University Terrace Apartments									
75 Meal Plan with \$75 Flex			488	503	15		68,359		68,359
100 Meal Plan with \$100 Flex			650	670	20		91,052		91,052
Univ Terrace Semi-Suite Units with 11.5 month contracts									
12 Meal Plan with \$225 Flex (7 day)			2,200	2,266	66				308,176

Fee Planning Schedule- Per Semester
Academic Year 20117-18

Institution: Fairmont State University

IV. Apartment and House Rental Room Rates	Rate Per Semester 2014-15	Rate Per Semester 2015-16	Rate Per Semester 2016-17	Rate Per Semester 2017-18	Increase (Decrease)	Estimated Revenue 2016-17	Estimated Revenue Increase 2017-18	Estimated Number of Students 2017-18	Estimated Revenue 2017-18
<u>Listed as Per Unit Price:</u>									
University Terrace Apartment - Single	N/A	N/A	4,286	4,457	171	95,620	13,309		108,929
University Terrace Apartment - Double	N/A	N/A	7,150	7,436	286	173,388	22,328		195,716
University Terrace Apartment - Quad	N/A	N/A	13,508	14,048	540	851,679	231,141		1,082,820
University Terrace Apartment - Semi Suite Note: Damage Deposit Apartments \$200.00	N/A	N/A	N/A	2,902	2,902	N/A	763,806		763,806
<u>Per bed price:</u>									
University Terrace Apartment - Single	N/A	N/A	4,286	4,457					
University Terrace Apartment - Double	N/A	N/A	3,575	3,718					
University Terrace Apartment - Quad	N/A	N/A	3,377	3,512					
University Terrace Apartment - Semi Suite	N/A	N/A	N/A	2,902					

Tab 12

**Fairmont State University
Board of Governors
April 20, 2017**

Item: Out-of-State Neighbors Scholarship Program

Committee: Finance Committee

Recommended Resolution: Resolved, that the Fairmont State University Board of Governors approve recommended changes to the Out-of-State Neighbors Scholarship Program:

Staff Member: Tim Oxley

Background: Since the 2012-2013 academic year, the Out-of-State Neighbors Scholarship Program has made an average of 153 awards per year, including the current academic year. Of these awards, an average of 62 students a year have accepted and enrolled in FSU. These 62 students represent 14.32% of the average annual out-of-state enrollment of 432 students over the same time period. With increased emphasis to strategically focus on increasing enrollment of out-of-state residents, review of incentives included consideration of a “metro” rate as well as the effectiveness of the Out-of-State Neighbors Scholarship Program.

It is recommended that enhancements of the Out-of-State Neighbors Scholarship program be approved in lieu of a “metro” rate in such a way as to enable the Office of Admissions and Recruitment to promote the scholarship as a pre-application incentive rather than a post-application award. The current award amount is not communicated with a prospective student until after an application has been submitted and credentials are have been analyzed. By simplifying the award criteria, and increasing the amount of the award, recruitment staff can guarantee the amount of the award a student will receive if he or she meets the minimum criteria. This approach simplifies the program not only for Recruitment staff but also for prospective students. The increased award amounts also strengthen FSU’s competitive advantage and increases its value proposition for out-of-state students.

Current Program:

Level 1 Award: \$3,000 per year.
Criteria: Range from a minimum 2.00 High School GPA with a minimum ACT score of 24, to a 4.00 High School GPA with at least a 20 ACT (Equivalent SAT scores are also accepted).

Level 2 Award: \$2,000 per year
Criteria: Range from a minimum 2.00 High School GPA with at least an ACT score of 21, to a 4.00 High School GPA with an ACT score of 18 or 19. (Equivalent SAT scores are also accepted).

Current eligibility criteria:

- Be a graduating senior who will be a first time freshman in the fall
- Be a U. S. citizen
- Live outside of West Virginia
- Complete your FSU admissions file (general application, high school transcript, test scores) by March 1, 2017 for priority consideration

Maintenance criteria:

- First year recipients must maintain an overall GPA of 2.75 at the end of their first year to continue renewal eligibility
- An overall GPA of a 3.0 is required for renewal in subsequent years.
- A minimum of 30 credit hours must be maintained per academic year of enrollment for renewal.
- The Out-of-State Scholarship can only be awarded for 8 semesters.

Proposed Program:

The program being proposed will provide three tiers:

Level I Award: \$6,000 per year
Criteria: A minimum 3.50 High School GPA with a minimum ACT score of 24 (Equivalent SAT scores are also accepted).

Level II Award: \$4,000 per year
Criteria: A minimum 3.00 High School GPA with a minimum ACT score of 22 (Equivalent SAT scores are also accepted).

Level III Award: \$2,000 per year
Criteria: A minimum 2.00 High School GPA with a minimum ACT score of 18 (Equivalent SAT scores are also accepted).

Proposed eligibility criteria:

- Be a graduating senior who will be a first time freshman in the fall

- Be a U. S. citizen
- Live outside of West Virginia
- Admission into Fairmont State University

Maintenance criteria:

- First year recipients must maintain an overall GPA of 2.75 at the end of their first year to continue renewal eligibility
- An overall GPA of a 3.0 is required for renewal in subsequent years.
- A minimum of 30 credit hours must be maintained per academic year of enrollment for renewal.
- The Out-of-State Scholarship can only be awarded for 8 semesters.
- Recipients must live in on-campus residential housing in order to receive and maintain the scholarship

Tab 13