

August 20, 2019

# Board of Governors



FAIRMONT STATE  
UNIVERSITY™

**AGENDA**  
BOARD OF GOVERNORS' MEETING  
AUGUST 20, 2019, 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 JUNE 6, 2019.....** *Tab 1, Action Item*
  
- III. CHAIRMAN’S REPORT**
  
- IV. PRESIDENT’S REPORT**
  
- V. REPORTS AND PRESENTATIONS**
  - A. Constituent Report (Amanda Stinemetz)
  - B. Foundation (Julie Cryser)
  - C. Construction Project Updates (Stephanie DeGroot)
  
- VI. ACADEMIC AFFAIRS COMMITTEE (Deborah Prezioso, Chair)**
  - A. Graduate Studies Report..... *Tab 2, Info Only*
  - B. Focused Program Review: Communciation Arts..... *Tab 3, Action Item*
  
- VII. ATHLETIC AFFAIRS COMMITTEE (Jay Puccio, Chair)**
  
- VIII. BYLAWS COMMITTEE (Dixie Yann, Chair)**
  
- IX. ENROLLMENT/HOUSING-STUDENT LIFE COMMITTEE (Kevin Rogers, Chair)**
  
- X. FINANCE COMMITTEE (John Schirripa, Chair)**
  - A. Financial Reports  
(Months Ending: May 31, 2019 and June 30, 2019)..... *Tab 4, Action Item*
  
- XI. EXECUTIVE COMMITTEE (Dixie Yann, Chair)**
  
- XII. NEW BUSINESS**
  
- XIII. POSSIBLE EXECUTIVE SESSION - Under the Authority of West Virginia Code §6-9A-4 to  
Discuss Personnel and Property Issues**
  
- XIV. ADJOURNMENT**

STAFF COUNCIL MEET AND GREET  
FOLLOWING BOARD MEETING – FALCON CENTER CONFERENCE ROOMS

**NEXT MEETING: OCTOBER 17, 2019, 9:00 A.M.**  
**LOCATION: BOARD ROOM, 3<sup>RD</sup> FLOOR FALCON CENTER**  
**1201 LOCUST AVENUE, FAIRMONT, WV**

# Tab 1



FAIRMONT STATE UNIVERSITY  
BOARD OF GOVERNORS  
**MEETING MINUTES**  
**JUNE 6, 2019**  
**BOARD ROOM, 3<sup>RD</sup> 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 June 6, 2019, beginning at approximately 9:00 a.m. in the Board Room, 3<sup>rd</sup> Floor Falcon Center, at 1201 Locust Avenue, Fairmont, West Virginia.

At the request of Chair Yann, Serena Scully, Chief of Staff, conducted a roll call of the Board of Governors. Present for the meeting were board members Holly Fluharty, Deborah Prezioso, Jay Puccio, Kevin Rogers, Dr. Budd Sapp, and Dixie Yann. Dr. Mark Hart participated by conference call. Dr. Chris Courtney, Bailey McInturff, John Schirripa and Frank Washenitz were absent.

Others present were President Martin and President's Executive Leadership Team members Cindy Curry, Richard Harvey, Joy Hatch, Christa Kwiatkowski, Tim McNeely, and Jacqueline Sikora. Tom Tucker, Asst. VP of Facilities; Stephanie DeGroot, Construction Manager; Julie Cryser, President of the Fairmont State Foundation; Chad Fowler, Director of Athletics; Pat Snively, Associate Athletic Director; Ryan Courtney, Director of Internal Operations; Bryan Spitzer, Coordinator of Athletic Compliance; Jessica Sharps, Executive Director of University Relations and Marketing; Victoria Cann, Social Media and Digital Content Specialist; Monica Cochran, Director of Procurement; Debbie Stiles, Budget Director; Susan Ross, Executive Director of Academic Programs; Amanda Metcalf, Interim Associate Dean of the School of Education; Tim Oxley, Interim Dean of the School of Business; Laura Clayton, Associate Dean of the School of Nursing; Ashley Tasker, Director of Career Services & Economic Development; Jon Dodds, future BOG staff representative; Dillon Bradley, presidential student worker; Tyler Keller, University Relations student worker; Zachary Fancher, student worker; and Alyssa Welling, Legislative and Presidential Scholar. Members of local media were in attendance as well.

B. Public Comment

Kevin Rogers reported that no one had signed up for public comment.

C. Approval of Agenda

Deborah Prezioso made a motion to approve the agenda. Jay Puccio seconded. The motion passed.

D. Approval of 2019-2020 Meeting Dates

Dr. Budd Sapp made a motion to approve the 2019-2020 meeting dates. Jay Puccio seconded. The motion passed.

**II. APPROVAL OF MINUTES OF MAY 9, 2019**

Kevin Rogers made a motion to approve the minutes of May 9, 2019. Deborah Prezioso seconded. The motion passed.

**III. CHAIRMAN'S REPORT**

- A. Chair Yann recognized Holly Fluharty for her years of service to the board and presented her with a certificate of appreciation.
- B. Chair Yann mentioned the recent commencement ceremonies and how nice they were. The ceremonies were great events that included the inauguration of President Martin as well as the commissioning of three ROTC officers.
- C. Chair Yann reminded the board of the first day of the board retreat – Tuesday, July 2<sup>nd</sup>.

**IV. PRESIDENT'S REPORT**

- A. President Martin took a few minutes to discuss the 150<sup>th</sup> commencement ceremony. There were 51 graduate degrees and 526 undergraduate degrees conferred. We also celebrated the inaugural commissioning of three ROTC Officers as well as the unveiling of a lost president of Fairmont State University. Dr. Martin offered her gratitude to Dr. Raymond Alvarez, professor of healthcare management who uncovered the lost jewel of our past – Margaret Elizabeth Dickey. Ms. Dickey was appointed acting principal of Fairmont Normal. In 1879, she was officially named as Principal (or president). In 1884, she had to resign due to her forthcoming pregnancy. Mrs. Dickey had the distinction of being the only woman principal of a state normal school in the United States. Dr. Martin also recognized Joel Dugan, art professor, for the incredible rendering

- he created of Mrs. Dickey so that she could be brought home and finally and proudly join the 'Hall of Presidents' at Fairmont State University.
- B. President Martin also provided two recent updates, highlighting also uncommon and remarkable events in the history of our University. On May 29, RNCareers.org advised us and announced that in their annual nursing school rankings, Fairmont State University ranked #1 in West Virginia and that it is also ranked as one of the best nursing schools in the nation with a grade of 91.48%. Dr. Martin also publically recognized and expressed her gratitude to Dr. Laura Clayton, Dr. Sharon Boni and all of our School of Nursing faculty, staff and students for setting the bar of excellence.
  - C. President Martin also recognized Lyndsey Dugan and the University Relations team. Early Monday morning, we received a call from the WV Public Relations Society of America's president who advised us that Fairmont State University's University Relations department had won the 2019 Award of Excellence. The Public Relations Society of America is the largest professional organization serving the US public relations community and has a mission to 'advance the profession and the professional.'
  - D. President Martin also recognized Dr. Amanda Metcalf and the faculty and staff of the School of Education. On May 28, we were advised that at their recent meeting, the Accreditation Council of the Council for the Accreditation of Educator Preparation (CAEP) considered Fairmont State University's application for accreditation. The School of Education was granted Accreditation at the initial-licensure level and at the advanced-level until 2026.
  - E. Dr. Martin also mentioned that Charleston interns Dillon Bradley, Tyler Keller and Zachary Fancher have returned to Fairmont State and will be working together this summer in conjunction with Alyssa Welling before Alyssa leaves Fairmont State at the end of the year to attend law school.
  - F. Finally, President Martin recognized Tom Tucker. After 31 years of serving Fairmont State University, Tom will be retiring at the end of June.

## **V. REPORTS AND PRESENTATIONS**

### **A. Introductions**

President Martin introduced Dr. Joy Hatch, Vice President for Information Technology.

Dr. Joy Hatch provided insight on the technology at Fairmont State.

Overall the technology and the infrastructure are in pretty good shape, especially considering the budget situation over the last few years. The average age of computers on campus is currently pushing 6 years; therefore there are many that need replaced. The department is constantly fighting fires, but there are very few repeated procedures, which leaves little time for training for backup personnel and employee training and development.

Dr. Hatch advised that the most important thing she has learned here is that people do not trust the data. She discussed the data on campus and the importance of being able to provide accurate data to ensure President Martin and the leadership team are able to be more strategic with leadership decisions. Security and communication are other areas of concern.

Dr. Hatch shared some ideas she and President Martin have discussed on what the IT department needs to be doing. The mission, vision and valued on the handout provided is a start, and Dr. Hatch walked the board through the focus for the next year to improve technology governance, communication, processes, planning and communication.

- B. Mrs. Julie Cryser, President of the Fairmont State Foundation, reported that as of May 31<sup>st</sup>, the Every Gift Matters campaign has raised \$1,954,811 and in the next two weeks will be able to announce that they have reached \$2 million in cash and endowed gifts for scholarships.

The Face to Face Planned Giving Event is scheduled for June 19<sup>th</sup> at 5:30. The event will take place at Muriale's.

The Foundation will be having a Day of Giving on November 7<sup>th</sup> and is hoping the Board of Governors will do a match or a challenge for faculty and staff. The Foundation will also be asking for individual donations.

A new record for number of donors in a fiscal year has been reached this past year. There were 1,483 donors (previously in 2017 the number of donors was 1,477). Also, a new record for first time donors was reached as well with 657 donors (previously 598 in 2017).

Mrs. Cryser advised that the Foundation has an aggressive calendar of events that they have worked in cooperation with the University to develop that include a Scholarship and Stewardship banquet in the fall to introduce scholarship students to their donors.

- C. Construction Project Updates (Stephanie DeGroot)

Stephanie DeGroot, Construction Manager, advised that the turf project is currently underway. All of the old turf has been removed and the new turf is scheduled to be put down next week.

Mrs. DeGroot advised that they are beginning to plan for the upcoming FY 2020 projects.

The permit for the MS4 program expires this August. Fairmont State will be applying for a reissued permit soon for a permit for the next five years.

**VI. ACADEMIC AFFAIRS COMMITTEE (Deborah Prezioso, Chair)**

Mrs. Deborah Prezioso, Chair of the Academic Affairs Committee asked that Dr. Richard Harvey, Provost and Vice President for Academic Affairs, give an update.

Dr. Harvey asked Dr. Amanda Metcalf to provide more information regarding the on-campus accreditation visit. Dr. Metcalf advised that the accrediting body asked Fairmont State University to provide the information they submitted for the accreditation to be used as an example of exemplary schools.

Dr. Harvey presented the curriculum proposal for a new area of emphasis for Cybersecurity Management in the Master of Business Administration program. There are currently no schools in West Virginia that offer this area of emphasis.

Dr. Budd Sapp commented that some of the outcomes included in the syllabi in the proposals are not measurable. Dr. Harvey advised that those would be addressed.

Dr. Budd Sapp made a motion to accept the following:

- A. Curriculum Proposal for Master of Business Administration Area of Emphasis in Cybersecurity Management

Deborah Prezioso seconded. The motion passed.

**VII. ATHLETIC AFFAIRS COMMITTEE (Jay Puccio, Chair)**

Jay Puccio, Chair of the Athletic Affairs Committee asked that Chad Fowler, Athletic Director, give an update for the Athletic Affairs Committee.

Mr. Fowler recognized President Martin for traveling to Beckley to graduate 15 seniors on the baseball team. The players and families were very appreciative.

Mr. Fowler also mentioned the turf project. The new football field is currently underway and the hope is for the project to be completed by July 4<sup>th</sup>.

Mr. Fowler also mentioned that the basketball court will soon be under construction. The court is being redone in July and the process should take about two weeks.

The Annual Mountain East Conference Summer Meetings and Retreat took place earlier this week. It was announced that Fairmont State finished 3<sup>rd</sup> place in the MEC Commissioner's Cup standing among all MEC schools.

Dr. Sapp mentioned that the three point line is being moved back to be in line with the NBA. For Division II, this change will be effective in 2021.



**VIII. BYLAWS COMMITTEE (Dixie Yann, Chair)**

Dixie Yann advised that the Bylaws Committee had not met.

**IX. ENROLLMENT, HOUSING & STUDENT LIFE COMMITTEE (Kevin Rogers, Chair)**

Kevin Rogers, Chair of the Enrollment, Housing & Student Life Committee asked that Tim McNeely, VP of Student Affairs and Athletics, give an update.

Mr. McNeely gave an update on enrollment on behalf of Mrs. Lyndsey Dugan.

Applications are 20% up from this time last year as well as admissions being up 9% compared to this time last year.

Enrollment is currently at 577 for the incoming class. This number is down from last year due to changes in the orientation schedule and programming changes made for this year. We have had fewer and smaller orientations so far this spring compared to last year in an effort to provide a more personal touch to our incoming students.

We have added more than 20 orientation sessions and nine open registration dates compared to programming set for last year. Meeting the scheduling needs of our incoming students with open registration dates last summer was a large factor in achieving our record breaking freshman enrollment last fall.

With all numbers continuing to project positive, we are hoping for another freshmen enrollment increase this fall.

Mr. McNeely discussed that the housing assignments are also a bit down. Again, that is reflective of the changes mentioned above regarding orientations.

**X. FINANCE COMMITTEE (John Schirripa, Chair)**

John Schirripa, Chair of the Finance Committee was absent. Christa Kwiatkowski, CFO, provided a brief update.

The Finance Committee met on May 22<sup>nd</sup> and reviewed the financial statements from April, along with other budgets and topics.

Christa advised the April financials have been provided in the board packet. In addition, a financial summary document that summarizes the detailed information in the board packet was provided.

Deborah Prezioso made a motion to accept the following:

A. Financial Reports for the period ending April 30, 2019

Kevin Rogers seconded. The motion passed.

Chair Yann asked to hold the approval of the E&G budget for Executive Session.

Christa provided a brief overview of the changes to the FY20 fund manager budgets.

Jay Puccio made a motion to accept the following:

C. FY 2020 Fund Manager Budgets

Holly Fluharty seconded. The motion passed.

Christa provided a brief overview of the changes to the FY20 auxiliary budgets.

Dr. Budd Sapp made a motion to accept the following:

D. FY 2020 Auxiliary Budgets

Kevin Rogers seconded. The motion passed.

**XI. EXECUTIVE COMMITTEE (Dixie Yann, Chair)**

Chair Yann advised that the Executive Committee had not meet.

**XII. NOMINATING COMMITTEE (Kevin Rogers, Chair)**

Kevin Rogers made a motion to accept the below Board of Governors' Officers:

Dixie Yann – Chair  
Kevin Rogers – Vice-Chair  
Deborah Prezioso - Secretary

Dr. Budd Sapp seconded. The motion passed.

**XIII. NEW BUSINESS**

Deborah Prezioso made a motion to accept the following:

A. Bookstore Policy (Policy #54)

Kevin Rogers seconded. The motion passed.

Chair Yann inquired regarding whether the proposed bookstore policy needed revision to require the posting of the textbooks list in three locations. Dr. Sapp also noted that per HEPC the policies should be posted prominently in multiple locations.

Mrs. Jacqueline Sikora noted that Fairmont State's policy cannot circumvent the HEPC policy and Fairmont State would be required to follow the HEPC guidance if it was more stringent than the Fairmont State policy.

Holly Fluharty made a motion to accept the following:

B. Salary Policy (Policy #25)

Dr. Mark Hart seconded. The motion did not pass.

Dr. Sapp discussed some of the concerns shared with him regarding the policy. The faculty would like to have it added in the policy that the Chief Academic Officer be involved in the salary process for all faculty. Dr. Sapp also mentioned that some of the faculty feel that recent policies have been approved that give a sole individual on the executive leadership team authority to make final decisions.

President Martin advised along with HR, the Provost and CFO have been, and will continue to be, included in all salary discussions.

Dr. Budd Sapp made a motion to refer the Salary Policy (Policy #25) to the Bylaws Committee for their review and update.

Deborah Prezioso seconded. The motion passed.

Dr. Sapp inquired about the DFW rates that were included in the original board packet. Mrs. Scully advised that the information was originally included in the packet because the program sheets were provided at the last meeting in open session. Because there were faculty names included in the sheets, that table was removed from all sheets included in the current board book posted online.

#### **XIV. POSSIBLE EXECUTIVE SESSION**

Deborah Prezioso 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."

Jay Puccio seconded. The motion passed.



# Meeting Handouts



## Information Technology Services

### VISION

Information Technology Services supports and cultivates innovation.

### MISSION

Information technology services will be recognized as a high performing team, providing accurate information, reliable technology, quality services, support and training. We strive to advance technology, enable research, enrich the student experience, empower staff to provide exceptional service, and protect institutional data. In this capacity we will advance the University's mission to educate global leaders.

### VALUES

**Entrepreneurship** – supporting creative and innovative initiatives

**Trust** - inspiring confidence in a person in whom responsibility or authority is placed

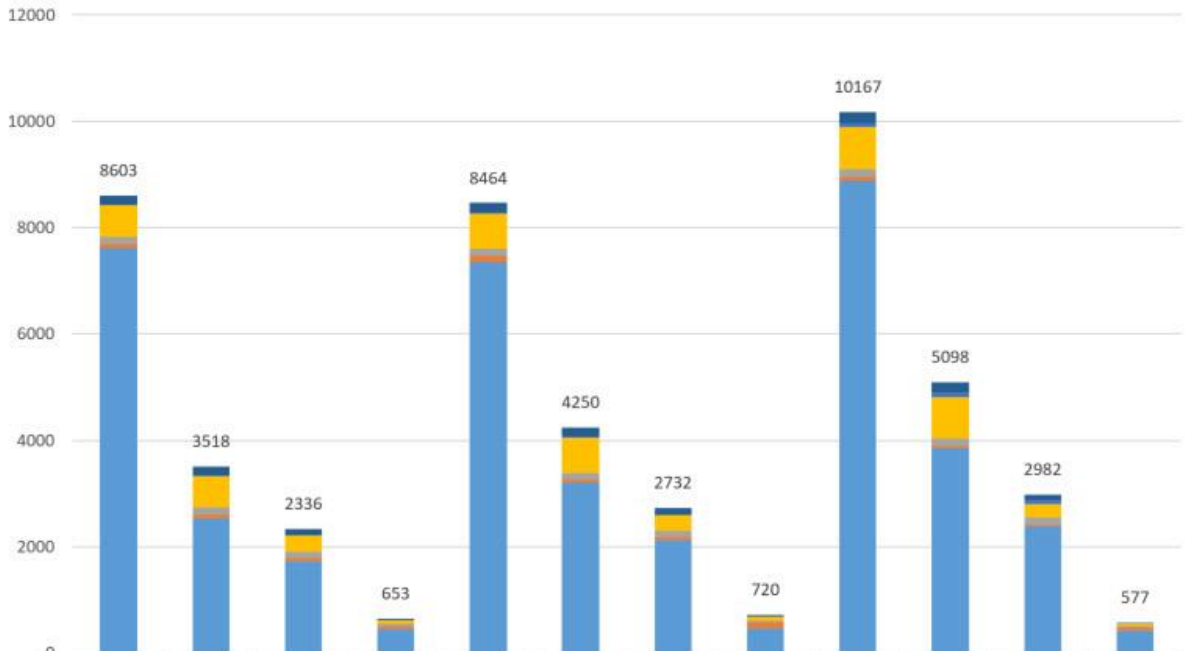
**Respect** - having esteem for the worth, value, and excellence of our people

**Integrity** - adhering to the highest standards

**Transparency** - establishing visible foundations for decisions and plans

**Collaboration** – working together to enhance services across campus and beyond

**Customer-focused solution** – focusing on providing solutions that meet the needs of all stakeholders

**Funnel Data, by Student Type  
May 26, 2019**


	2017 Inq	2017 Apps	2017 Adm	2017 Enrl	2018 Inq	2018 App	2018 Adm	2018 Enr	2019 Inq	2019 App	2019 Adm	2019 Enr
Other	178	178	118	25	188	188	128	31	195	194	98	20
Dual Enrollment	0	0	0	0	0	0	0	0	0	0	0	0
HS Student Taking College Crs	5	5	4	0	9	9	2	1	81	81	77	0
Transfer Student	602	593	299	73	669	659	301	74	793	777	248	44
Readmitted Student	131	129	117	30	123	120	110	29	149	144	127	24
Returning Student	66	64	58	66	115	58	54	115	61	43	38	61
First-time Freshman	7621	2549	1740	459	7360	3216	2137	470	8888	3859	2394	428
	8603	3518	2336	653	8464	4250	2732	720	10167	5098	2982	577

Undergraduate	5/21/2017	5/20/2018	5/26/2019
Conversion Rate	<b>41%</b>	<b>50%</b>	<b>50%</b>
Admit Rate	<b>66%</b>	<b>64%</b>	<b>58%</b>
Yield Rate*	<b>39%</b>	<b>36%</b>	<b>NYA</b>

**Inquiries**

- Up 20% from last year
- Up 18% from two years ago

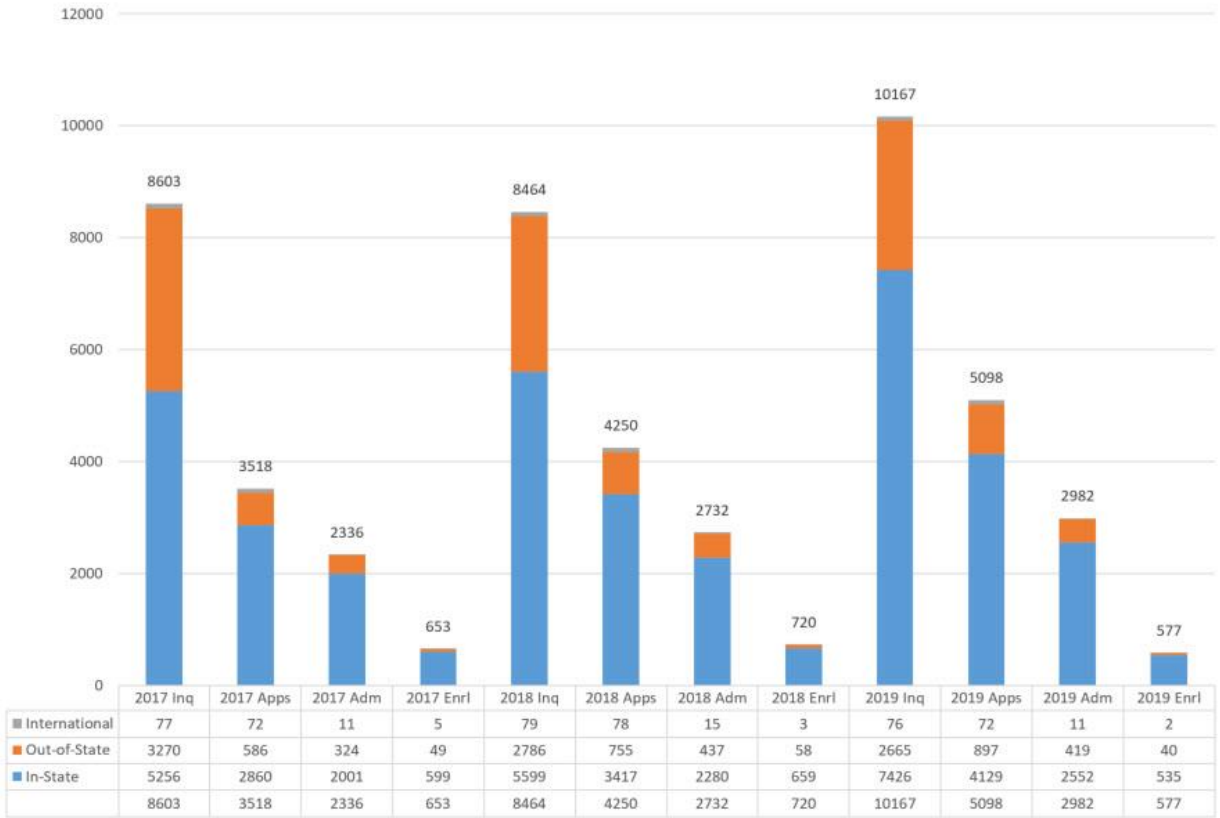
**Applications**

- Up 20% from last year
- Up 45% from two years ago

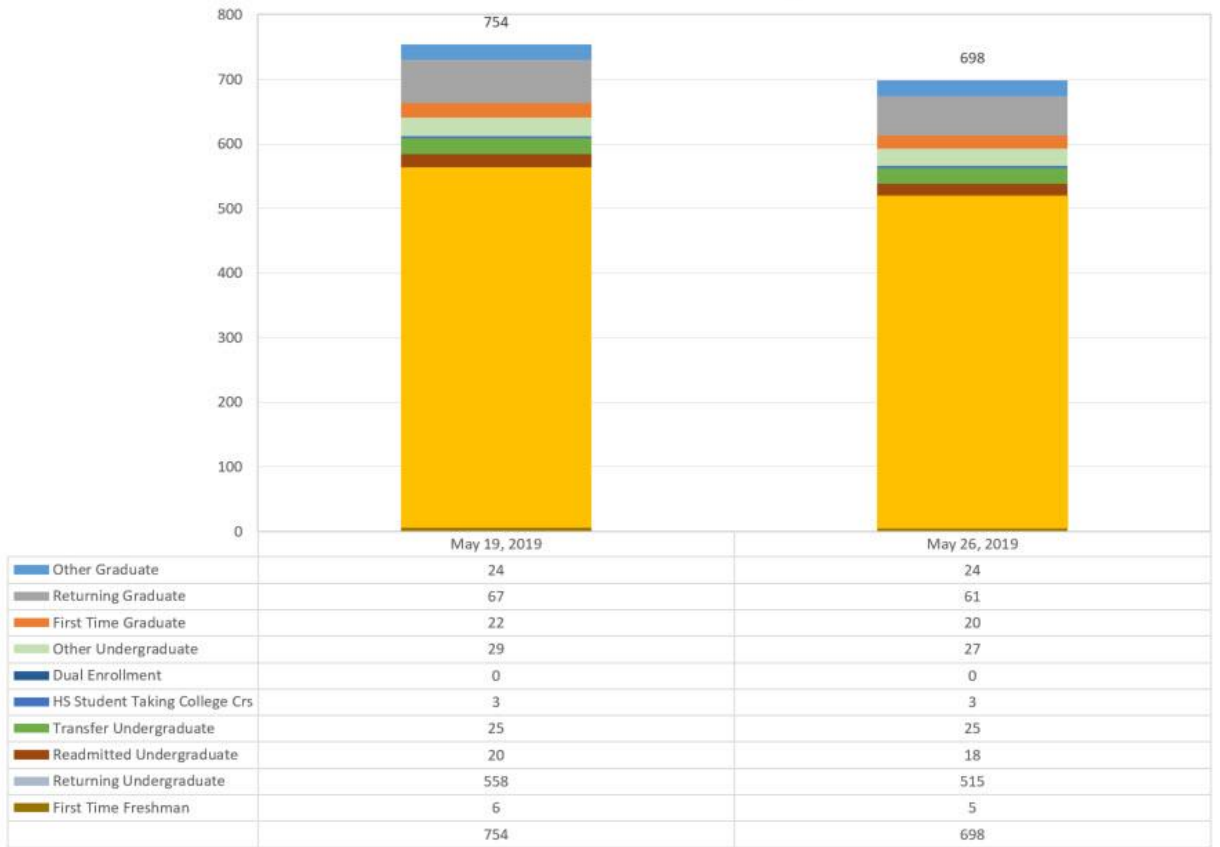
**Admissions**

- Up 9% from last year
- Up 28% from two years ago

**Funnel Data, by Residency**  
May 26, 2019



**Summer 2019 Enrollment Monitoring**





### Housing and Residence Life Summary

June 3, 2019

Future assignments are down for FY20:

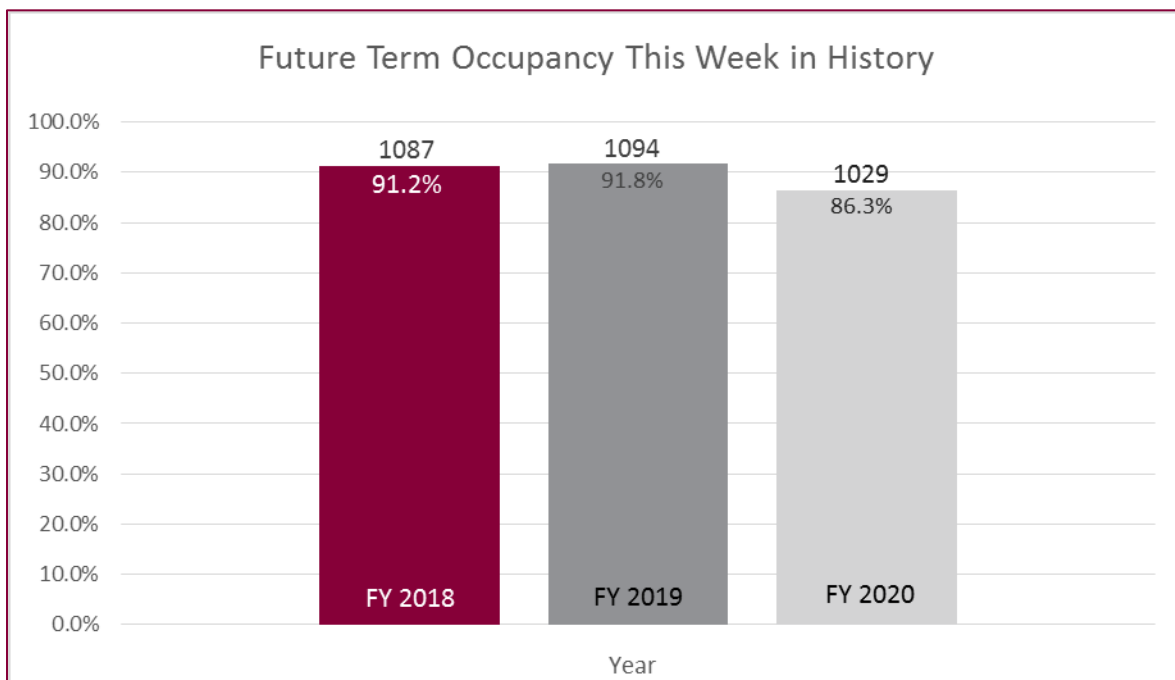
- 86.3% occupied based on 1192 capacity (-5.5% compared to FY19)
- 15 Pierpont New Admits and 2 Fairmont State females are unassigned
  - Adjusted percentage 87.7%; -4.1% compared to FY19

#### Future Term Occupancy This Week in History

Year	Bryant Place	Morrow Hall	Pence Hall	Prichard Hall	University Terrace/ College Park	Total Occupancy	Total Capacity	Capacity Percentage
<b>FY18</b>	395	154	81	123	334	1087	1192	91.2%
<b>FY19</b>	392	151	85	128	338	1094	1192	91.8%
<b>FY20</b>	385	134	85	124	301	1029	1192	86.3%

#### Fairmont VS Pierpont Future Term Occupancy This Week in History

Year	Fairmont State	Pierpont	Total
<b>FY18</b>	938	149	1087
<b>FY19</b>	945	149	1094
<b>FY20</b>	932	97	1029





**Financial Summary – As of April 30, 2019**

With 83% of the year completed, below is a summary of the Statement of Revenues, Expenses and Net Position for the Unrestricted (E&G and Fund Manager), Auxiliary and Restricted Funds:

<u>Unrestricted (Central E&amp;G and Fund Manager)</u>	<u>Budget</u>	<u>Actual</u>	<u>% Budget to Actual</u>
Operating Revenues	32,276,906	30,760,658	95.30%
Operating Expenses	46,718,771	33,031,267	70.70%
Other Rev/Exp/Transfers and Budget Adjustments	13,664,570	12,883,438	94.28%
Net Income	(777,295)	10,612,829	

Negative budget balance will be covered by vacancy savings and approved use of carryover reserves. YTD Unrestricted balance is \$10,612,829, compared to the balance this time last year of \$7,411,915. We ended last year with a positive balance of \$686,807.

<u>Auxiliary</u>	<u>Budget</u>	<u>Actual</u>	<u>% Budget to Actual</u>
Operating Revenues	14,330,187	12,878,515	89.87%
Operating Expenses	8,683,173	7,000,094	80.62%
Other Rev/Exp/Transfers and Budget Adjustments	(5,647,014)	(4,964,189)	87.91%
Net Income	0	914,232	

YTD Auxiliary balance is \$914,232, compared to the balance this time last year of \$829,208. Current budgeted reserve transfers is \$701,269. FY18 Actual reserve transfers were \$590,301.

<u>Restricted</u>	<u>Budget</u>	<u>Actual</u>	<u>% Budget to Actual</u>
Operating Revenues	32,288,532	26,987,367	83.58%
Operating Expenses	39,291,177	33,853,893	86.16%
Other Rev/Exp/Transfers and Budget Adjustments	6,971,701	6,632,487	95.13%
Net Income	(30,944)	(234,039)	

We received new awards in April of \$27,000 for the MSP Cohort and \$5,000 from HEPC to support training for the new CRM (Customer Relationship Management) software.

# Tab 2

**Fairmont State University  
Board of Governors  
August 20, 2019**

**Item:** Annual Graduate Studies Report

**Committee:** Academic Affairs

**Information Item Only:** Graduate Studies Report submitted to the HEPC in June 2019.

**Staff Member:** Richard Harvey, Provost and Vice President for Academic Affairs  
Susan Ross, Director of Graduate Studies

**Background:** The Graduate Studies report was submitted to HEPC in June 2019, by the Executive Director of Academic Programs & Support Services and Director of Graduate Studies, Dr. Susan Ross. The report is a yearly requirement of HEPC and is being submitted to the BOG for information only.



# Annual Report on Graduate Programs

*2018-2019*



**FAIRMONT STATE  
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## Graduate Academic Affairs

### Academic Policy and Curriculum Processing

Through the collaborative efforts of the Office of Graduate Studies and the Graduate Council, the following academic policies were reviewed and updated:

#### *Academic Policies*

Concurrent Enrollment Credit Hours	Policy revision - undergraduate student can now enroll in up to 12 credit hours of graduate coursework with approval.	04/10/2019
Non-degree Transfer of Credit	Policy revision - If a non-degree student is later accepted into a degree program, 12 credit hours earned while in non-degree status may be applied to the proposed degree program with the approval of the Graduate Program Director.	04/10/2019
Concurrent Enrollment Conditions	Policy revision – A student may be granted concurrent admission if they need no more than 24 credit hours of undergraduate work to complete their baccalaureate degree.	05/01/2019
M.Ed. and M.A.T. Admissions Policy	Removal of Graduate Record Exam and Millers Analogies Test as a requirement for admissions into five M.Ed. programs and the M.A.T program.	05/02/2019
Admissions Policy	Addition of the Praxis Core exam as an additional test option requirement for M.Ed. in Special Education	05/02/2019

#### *Academic Curriculum*

The Office of Graduate Studies also works with the Graduate Council in the review and approval of graduate curricula, including establishing, revising, or terminating of degree programs, majors, concentrations, graduate certificates, graduate courses, and non-degree professional development courses. A total of 9 curricular actions were reviewed between August 22, 2018 and May 1, 2019. These include:

- 3 new graduate degree programs
  - M.S. degree in Healthcare Management – WVHEPC approval on 03/28/2019; pending HLC approval
  - M.S. degree in Engineering Management – WVHEPC approval on 03/28/2019; pending HLC approval
  - M.A. degree in National Security and Intelligence – WVHEPC approval on 03/28/2019; pending HLC approval

- 1 new Post-Master's Certificate
  - Educational Leadership Post-Master's Certification (principalship and superintendency) – WVHEPC approval on 03/07/2019; WV Department of Education approval pending revisions.
- 1 new concentration
  - M.B.A Concentration in Cybersecurity Management – GC approval on 05/01/2019; Board of Governor's approval on 06/06/2019
- 1 new Professional Development course
  - SPTP 5099: Advanced Strategies for Mentor Teachers – GC approval on 04/10/2019
- 2 Professional Development graduate course reviews
- 1 credit hour change to major (M.Ed. in Professional Studies) – GC approval on 3/20/2019

*Statement of Compliance: The Office of Graduate Studies takes an extensive role in working with faculty in the development and revision of curriculum and policy to ensure compliance with West Virginia Higher Education Policy Commission and Higher Learning Commission regulations and accreditation requirements.*

### **Graduate Studies Staff**

Susan Ross, Ph.D.

Executive Director of Academic Programs & Support Services; Director of Graduate Studies

#### ***Administration***

Robert Kelly, Ph.D.

Director of M.Arch. program

Amanda Metcalf, Ph.D.

Associate Dean; Graduate Director of M.Ed. and M.A.T. programs

Timothy Oxley, Ed.D.

Dean, School of Business; Graduate Director of M.B.A. program

Amanda Sanchez, Ph.D.

Graduate Director of M.S.C.J. program

#### ***Staff***

Serena Scully

Chief of Staff; Graduate Assistantship Coordinator

Tami Winston

Assistant to the Provost

## Graduate Program Offerings

Fairmont State University currently offers five (5) graduate degrees:

- Master of Education (M.Ed.) Degree
  - M.Ed. in Digital Media, New Literacies and Learning (online)
  - M.Ed. in Exercise Science/Fitness and Wellness (on-campus)
  - M.Ed. in Professional Studies (online)
  - M.Ed. in Reading (online)
  - M.Ed. in Multidisciplinary Special Education (online)
- Master of Arts in Teaching (online)
- Master of Science in Criminal Justice (online)
- Master of Business Administration (on-campus)
- Master of Architecture (on-campus)

## New Graduate Education Initiatives

### Master of Education (M.Ed.) and Master of Arts in Teaching (M.A.T.)

#### *Leadership*

Prior to the start of the 2018-2019 academic year, Dr. Amanda Metcalf, was appointed Interim Associate Dean of the School of Education, Health and Human Performance. With current staffing and human resource needs to cover undergraduate and graduate teaching loads, it was decided that Dr. Metcalf would also assume the role of Graduate Program Director for the M.Ed. and M.A.T. graduate programs.

#### *Faculty Professional Development and Accomplishments*

Four graduate faculty members (Drs. Amanda Metcalf, Jason Noland, Pam Pittman, Julie Reneau) participated in the Council for the Accreditation of Educator Preparation (CAEP) reviewer/site visitor training from October 29-31, 2018 in Charleston, West Virginia. Each faculty member noted above are now national recognized CAEP reviewers/site visitors.

Dr. Gerald Sapp completed several peer reviews and is a certified Quality Matters Peer Reviewer. He is also participated in a site-visit in Spring 2019 as a CAEP reviewer/site visitor. Dr. Jason Noland also served as a CAEP reviewer and completed a site-visits in the Fall, 2018 and Spring, 2019 semesters.

Three graduate faculty members from the School of Education, Health and Human Performance (Drs. Janie Leary, Pam Pittman, and Julie Reneau) participated in Quality Matters training “Applying the Quality Matters Rubric” from May 21-June 4, 2019.

Assistant Professor of Exercise Science and graduate faculty, Dr. Julia dos Santos, published two articles:

dos Santos, J. M., Tewari, S., and Mendes, M. H. (2019). The Role of Oxidative Stress in the Development of Diabetes Mellitus and Its Complications. *Journal of Diabetes Research*, <https://doi.org/10.1155/2019/4189813>.



Joiakim A., Kaplan D., Putt D. A., dos Santos J. M., Friedrich K, Kim S. H., Kim H. (2019). Bisphenol A (BPA) in liquid portions of canned foods obtained from domestic and Asian markets in the United States. *Environmental Disease*, 4(1) 6-11.

In March, 2019, the Institutional Review Board granted approval for a collaborative study by Drs. Julie Reneau, Bonnie Henning, and Catherine Price on the AIMSS program at Fairmont State University. The study will examine the effectiveness of the program based on the experiences of students, parents, and staff within the program. Graduate faculty will work with the Program Coordinator, Taylor Masters, and graduate assistants in the M.Ed. Multi-categorical Special Education program to administer online surveys and conduct interviews of study participants during the 2019-20 academic year.

Multi-categorical Special Education Faculty member, Dr. Catherine Price presented at *The Association for the Severely Handicapped (TASH) Conference* in November, 2018 in Portland Oregon on teaching basic reading skills to young adults using the Constant Time Delay tactic. Multi-categorical Special Education faculty members, Drs. Julie Reneau and Catherine Price presented at the *American Council on Rural Special Education* in March, 2019 in Washington D.C. In their first presentation, they discussed the video case studies that they are creating to help pre-service and novice teachers learn to adapt to a variety of classroom situations and individual needs. In their second presentation, Drs. Reneau and Price discussed tips for starting and supporting college support program for students with autism. In this presentation, the faculty shared how graduate assistants in the M.Ed. Multi-Categorical Special Education with Autism program play a key role in supporting students in the AIMSS (Autism Individualized Mentoring and Support Services) program at Fairmont State University.

Three graduate faculty members (Drs. Pam Pittman, Julie Reneau, and Barb Wierzbicki) attended the *Leaders of Literacy Higher Education Symposium* sponsored by the West Virginia Department of Education (WVDE) in April, 2019. The focus was on the WVDE's K-3 push for higher literacy achievement throughout West Virginia. As a result of this meeting, Drs. Reneau, Pittman, and Wierzbicki are currently working toward establishing Dolly Parton's Imagination Library in Marion County. The State goal is to establish an Imagination Library in every county in West Virginia.

Reading and Special Education faculty members, Drs. Pam Pittman and Julie Reneau, were invited to present at the *American Association of Colleges for Teacher Education (AACTE) Conference* in Louisville, KY in February, 2019 to discuss how both graduate programs have used and applied video observations using the Edthena video tool in the clinical courses. Drs. Pittman and Reneau also presented at the West Virginia English Language Arts (WVELA) conference at West Virginia University in March, 2019 to discuss how teachers can use picture book literature to teach the West Virginia Next Generation Standards for English Language Arts in middle and high school classrooms.

Dr. Jason Nolan, graduate faculty member in the M.Ed. program, was the recipient of the Fairmont State Excellence in Academic Advising Award. The award acknowledges the significant impact Dr. Nolan has made on the education, personal development, and success of his advisees.

### *Graduate Program Accreditation*

The initial (undergraduate Education programs) and advanced programs (Masters of Arts in Teaching, and M.Ed. in Multi-categorical Special Education and Reading Specialist) received CAEP national accreditation through the next site-visit in 2026. The Vice President of CAEP asked permission to use the initial and advanced program materials in future CAEP reviewer/site visitor trainings across the nation as they were reviewed by the CAEP Council as being exemplary. These programs were among the first advanced programs in the nation to be evaluated by CAEP.

### *Advisory Board Meetings*

The Reading Specialist Advisory Board met in September, 2018. New faculty member, Dr. Barb Wierzbicki, was added to this Board as two other members asked to step down from the Board. The Multi-categorical Special Education Advisory Board met in September, 2018. New faculty members, Drs. Bonnie Henning and Catherine Price, were added to Board at this meeting. Preston County teacher and recent graduate of the M.Ed. Multi-categorical Special Education program, Todd Goblinger, was added to the Board in March, 2019 to increase Board representation from rural areas. Because topics for discussion were similar for both the Reading Specialist and Multi-categorical Special Education programs, a joint meeting of all board members was held in March, 2019.

### *Student Engagement*

An M.Ed. in Exercise Science/Fitness & Wellness graduate student, Jacob Whitmore, successfully defended his Thesis (May, 2019), “The Effects of Wearing Compression Pants During a 24 Minute Submaximal Run on a NCAA Division II Baseball Team”.

### *Programmatic Initiatives*

A new post-master’s Educational Leadership Certification was passed by the Graduate Council and the Higher Education Policy Commission (HEPC) in Spring 2019. The program is currently under review with the West Virginia Department of Education Policy Review Board. This Board will meet in July 2019. The anticipated start date for this program is Fall 2019. The Educational Leadership Certification program seeks to prepare district and school leaders who are capable (a) optimizing student achievement and wellbeing by creating safe, equitable and culturally responsive school environment and support systems; (b) supporting an intellectually rigorous academic curriculum; and (c) working collaboratively with staff, school community, political leaders, and the community at large to promote student success. Fairmont State University will be the only regional public institution in this area that will have the distinction of offering West Virginia licensure for an Administrative Leadership certification for principals and superintendents. With West Virginia University no longer offering the administrative leadership certification, Fairmont State University has a prime opportunity to train future principals and superintendents for our schools.

A proposal was passed by the Graduate Council in Spring 2019 to remove the Graduate Record Exam (GRE) and Miller Analogies Test (MAT) requirement for admission into the M.Ed. emphasis areas (Exercise Science, Fitness and Wellness; Professional Studies; Digital Media, New Literacies, and Learning; and Reading Specialist) and Master of Arts in Teaching program. Graduate program faculty are in the process of seeking alternative means to measure applicant attributes when making admissions decisions.

The Graduate Council passed a curriculum change in Spring 2019 for the M.Ed. in Professional Studies to reduce the number of required total credit hours from 36 to 30. This change is expected to be helpful to students pursuing this concentration in terms of time and expense, and allows the concentration to be a natural fit to implement an accelerated bachelors to masters (4+1) degree program.

Modifications were made to courses in the M.Ed. in Digital Media, New Literacies, and Learning based on assessment data, student feedback, and societal changes. Students pursuing this concentration were enrolled in a Blackboard Graduate Advisor/Advisee course space. The space was used to communicate with and advise advisees. Although not required by the institution, the program space appears to have been helpful to both the advisees and advisor. It is worth noting that 5 faculty taught courses to students in the Digital Media, New Literacies, and Learning concentration. Each brought their

own areas of expertise and backgrounds to the courses they taught, providing students with a diverse variety of learning experiences. Program faculty met to discuss curricular changes for the 2019-2020 academic year. This included discussion regarding reduction in total credit hours; other curricular changes are being considered.

### **Master of Criminal Justice (MSCJ)**

The Master of Science in Criminal Justice (MSCJ) Graduate Program underwent a change of leadership during the 2018-2019 academic year. Dr. Jennifer Myers, CJ Graduate Program Director through Fall 2018, stepped down from the Director role and assumed graduate faculty teaching responsibilities as Dr. Amanda Hall-Sanchez assumed the Director position in Spring 2019.

The formal option for earning a combined BS/MS in criminal justice (approved by Graduate Council last year) continues to provide a clear model for how prospective students and incoming freshmen may work toward earning both degrees in five years. At least 10 current Fairmont State University students have indicated a desire for a track and that, along with another five students who have concurrently enrolled in the graduate program this semester, indicates the need for the development of a 4+1 degree program for criminal justice. The CJ Graduate Program Director is in the process of developing a proposal for a 4+1 (Five-Year) Program for approval of the Graduate Council. This will be the only 4+1 program in the state and marketing will yield valuable recruitment gains for both the undergraduate and graduate criminal justice programs at Fairmont State University.

In Spring 2019, the CJ graduate faculty examined and implemented program assessment initiatives (e.g., revision of program goals, revision of program outcomes). A review of the CJ graduate program in early Spring revealed a need to develop a rubric to evaluate student performance on key assignments aligned with program outcomes. The review also found the need to implement a standardized rubric to evaluate the writing samples of CJ program applicants, as well as for an audit form to be completed per semester. Both the standardized rubric and the audit form were developed and implemented by the CJ Graduate Program Director during the Spring 2019 semester. A critical goal of the CJ program is on collecting, analyzing, and mapping program data as part of a continuous improvement and quality assurance cycle. An annual meeting with our Community Advisory Board, who provides ongoing input regarding the needs of those who support or interns and employ our graduates, is anticipated in the upcoming Fall 2019 semester and is expected to provide additional areas for improvement within the program.

CJ Graduate faculty had over ten scholarly publications among the faculty this year, including the publication of Dr. Amanda Hall-Sanchez's co-edited book, *The Routledge International Handbook of Violence Studies* in the Spring 2019. All CJ graduate faculty presented papers at local, state, national, and international criminological and criminal justice conferences this year. Drs. Jeri Kirby and John McLaughlin advised students in Alpha Phi Sigma National Criminal Justice Honor Society Quiz Bowl and crime scene competitions, during the Academy of Criminal Justice Sciences Annual (ACJS) Meetings. Current CJ Graduate Director, Dr. Amanda Hall-Sanchez, was awarded the Outstanding Faculty Award in the Department of Social Sciences at Fairmont State University, an award voted on by Fairmont State University students. Drs. Amanda Hall-Sanchez and Jeri Kirby submitted a proposal to create a Center for Social Justice Advocacy and Research, which has been supported by the Chair of the Department of Social Sciences and CJ graduate faculty, Dr. Josh Smallridge, and approved by the University Administration. The Center will play a key role in recruiting outstanding undergraduate and graduate students and will be a source of funding for those interested in studying and advocating for social justice. Additionally, having a major research center will make the University, College, and all graduate programs more competitive in the external grant arena.

During the 2018-2019 academic year, the CJ program had four graduate assistants who attended and presented at state and national conferences, one whom competed in the Alpha Phi Sigma National Criminal Justice Honor Society Quiz Bowl and crime scene competitions during the ACJS Annual Meetings this Spring. One of our graduate students attended the Region 3 NACADA Conference, focusing on academic advising in institutions of higher education, in Charleston in the Spring. From the sessions she attended, we are developing a new graduate student online orientation and enhanced resource guide for our new and transfer graduate students and an exit survey/interview for our graduating students. We are also developing a new Graduate Assistant orientation and training and exit interview for incoming and outgoing GA/RAs in the program.

### **Master of Science in Healthcare Management**

The Master of Science in Healthcare Management complete curriculum proposal was developed and submitted to the Fairmont State University Graduate Council for approval in early Fall 2018. The program is a 36-hour, low-residency, online hybrid program targeting mid-level to senior level leadership executives, administrators, directors, and managers in the healthcare industry who wish to augment or improve their career or career opportunities.

On September 12, 2018, the Graduate Council approved the proposal referring it to the Fairmont State Board of Governor's Academic Affairs Committee which approved moving the policy to the full board at its October 1, 2018 meeting. Full consideration and approval was made by the Fairmont State University Board of Governors on October 18, 2018. Subsequently, the West Virginia Higher Education Policy Committee approved the proposal at its November, 16, 2018 meeting. The institution is currently waiting on approval by the Higher Learning Commission (HLC) of its substantive change application for new programs. Official marketing and publicity of this new program cannot commence until HLC approval is received.

Due to a personnel change, the School of Business was able to retain Dr. Raymond Alvarez as a Visiting Professor and Program Coordinator of the Healthcare Management program. Dr. Alvarez has over 40 years of progressive leadership experience in professional experience in acute care hospital and healthcare administration as well as significant teaching experience in low-residency and online programs. Dr. Alvarez holds a doctorate in Health Administration from Central Michigan University and is a Fellow in the American College of Healthcare Executives. Dr. Alvarez is teaching in, and coordinating, the undergraduate programs in healthcare management for the School of Business. Upon approval from HLC, Dr. Alvarez will begin teaching graduate courses as part of this full-time load. He has been instrumental in identifying professionally and academically qualified adjuncts to teach in the graduate program once it launches.

### **Master of Business Administration (M.B.A.)**

#### *Leadership*

Prior to the start of the 2018-2020 academic year, Dr. Timothy Oxley, Director of the MBA program, was appointed Interim Dean of the School of Business. With current staffing and human resource needs to cover undergraduate and graduate teaching loads, it was decided that Dr. Oxley would retain the role of MBA program director in addition to the new interim dean duties.

#### *Status of Programmatic Changes*

As reported last year, it was anticipated that several programmatic changes in admissions, program requirements, and courses would be recommended to be submitted to the faculty and graduate council for

approval to commence in the fall of 2019. However, due to a potential collaboration with Academic Partnerships, Inc. – a third party Online Program Management (OPM) provider – to take the MBA program to a fully online, eight-week intensive, model for which they have several programmatic requirements, the changes being proposed initially were placed on hold in consideration of the negotiations with Academic Partnerships. Initial discussion for the MBA program would reduce the number of total hours required in the program with, eventually, offering up to five concentrations that are considered high demand – accounting, finance, healthcare administration, human resources, and marketing.

### *Program Expansion*

Negotiations also continued into this academic year regarding a proposal to offer the MBA program through The American Campus (TAC) in Mauritius, Africa. The proposal is for Fairmont State University to offer its MBA through TAC. Fairmont State University will remain in control of admission requirements, faculty credentialing, courses and course learning outcomes. TAC will be responsible for recruitment, and administration, of students in the program. This proposal also required an HLC substantive change application. Currently, university officials are working to address concerns raised by the HLC and attempting to develop a revised approach to roll out this program for the Fall 2019 term.

### *New Area of Emphasis in Cybersecurity Management*

Another major accomplishment this academic year included the development and approval of a four-course area of emphasis in Cybersecurity Management to add to the current Human Resource Management and Project Management “tracks,” or areas of emphasis in the MBA program. The Cybersecurity Management proposal was approved by the Fairmont State University Graduate Council on April 10, 2019, with the proposal being considered by the Fairmont State University Board of Governors Academic Affairs Committee via a virtual meeting on May 22, 2019, with approval by the full Board of Governors at its June 6, 2019 meeting.

A major cornerstone to the Cybersecurity Management program is the applied approach in which students will engage through two major virtual laboratory components: (1) The Cyber Range and Digital Forensics Laboratory is a computing infrastructure mainly consisting of computer servers which will host a number of virtual machines, some of which will contain known vulnerabilities, in order for students to come to know how to manage several different security control configurations and how to recognize vulnerabilities for which steps are to implement security control configurations; and, (2) Security Operations Center (SOC) laboratory which will contain a server with multiple desktop computers simulating industry standards in security operations, assessments, and what it takes to monitor and secure an organization’s digital infrastructure.

### *Professional Development*

Three graduate faculty members from the School of Business (Dr. Gina Fantasia, Dr. Rebecca Giorcelli, and Professor Marcus Fisher) participated in Quality Matters training “Improving Your Online Course” on November 30, 2018.

### *Student Project-based and Work-based Learning*

Managerial Practicum students engaged in projects which had real world implications or impact. For the 2018-2019 academic year, these include:

1. Development of a training module utilizing “The Escape Room Express” for management of United BioSource Corporation (UBC) focusing on communication, teamwork, problem-

- solving, time-management, and critical thinking. Four team with a total of 17 senior and mid-level managers participated in the training program.
2. Facilitation and development of a strategic plan for the PACE (Program Advancing Community Employment) Inc. transforming a former United Methodist Church in Monongah, West Virginia in to a multipurpose community center with educational and community development foci.
  3. Finalization of a Skill Gap Survey research instrument and design project utilizing area Chamber of Commerce membership as the target population for execution of the survey. This research would be utilized by the School of Business in curricula and program analysis.
  4. Assisted in the development, coordination, actuation, and analysis of an International Women's Day Celebration on the campus of Fairmont State University. The event was a *town and gown* event with participants primarily from local high school students, university students, faculty & staff, and community members.

Students in the Project Management area of emphasis engaged in several projects which also had real world implications. These include:

1. School of Business Learning Hub – a student-led project to develop a portal on the School's website for business and industry inquiries for internship, practicum, and course-based project engagement.
2. Learning Options, Inc. – a student-led project which helped to plan and implement the First Annual Egg Drop Competition at Fairmont State University
3. Wings of Hope – a student-led fundraising project for an area non-profit organization.

As part of student engagement and outreach efforts, students in MSBA 6000: Strategic Management, worked with two organizations over the 10-week summer term. Students did an in-depth analysis of the organizations using a SWOT analysis and some benchmarking techniques. The students were required to meet with representatives of the organization or their board of directors to identify strategic directions that had to be met in the near future. Team One (6 students) developed a strategic plan for Green Hills Country Club in Fairmont, West Virginia. Team Two (6 students) developed a strategic plan for ITrend Technology (computer networking, programing, and repair company) in Morgantown, West Virginia.

Both plans contained:

- An Overview of the Organization
- A Vision Statement
- Mission Statement
- Core Values
- SWOT Analysis
- Objectives to be met
- Timeline for meeting the objectives
- Evaluation plan
- References

### **Master of Architecture (MArch)**

The Master of Architecture (MArch) degree (West Virginia's only professional degree program in Architecture) enrolled its fifth cohort in August 2018 and graduated one member of its fourth cohort in May 2019.

The program achieved *Candidate for Accreditation* status from the National Architectural Accrediting Board (NAAB) in late summer 2018. The Visiting Team Report (VTR) was highly complementary of all aspects of the program including student work, the commitment of the faculty, and the program's relation

to the university and surrounding community. The Team noted that three of the Student Performance Criteria along with one of the Defining Perspectives of the program were “Met with Distinction.” In January 2019, the faculty began work on its next Architecture Program Report (APR) which will be submitted in September 2019 for a Spring 2020 Continuing Candidacy visit by NAAB representatives. This report documents all aspects of the 4 + 1 ½ year professional degree program, including human and physical resources, how Student Performance Criteria (SPC) is met in the curriculum, assessment procedures, and university and program strategic plans.

The combined 4 + 1 ½ year professional degree program anticipates continued growth in enrollment, both from the program’s own undergraduates continuing into the graduate program and from transfers from other institutions, as the program proceeds toward full accreditation in 2022.

The Director of the Master of Architecture Program, Robert Kelly, attended the Association of Collegiate Schools of Architecture (ACSA) Administrators Conference to engage in dialog regarding common concerns and best practices among Architecture Programs in North America and abroad. The Architecture Program hosted its 5<sup>th</sup> annual Mayfield Lecture in September 2018. This time presenting, Matthew Clarke, Director of Creative Placemaking at the Trust for Public Land. Graduate students and faculty traveled to the nearby architectural sites of Fallingwater and Kentucky Knob; to lectures at Carnegie Mellon University, and to Italy for a study/travel program during spring break in March 2019. Graduate students helped guide and mentor undergraduates during these off-campus activities.

In the fall semester, the program hosted a visiting student from the University of Calabria (Italy) who was pursuing a written thesis on the use of ceramic cladding materials in architecture. In the spring semester, the program hosted a visiting student from Tokyo Denki University who participated in the graduate design studio. Both students were mentored and advised by the graduate program faculty. The Fairmont State students greatly benefited from this cultural exchange.

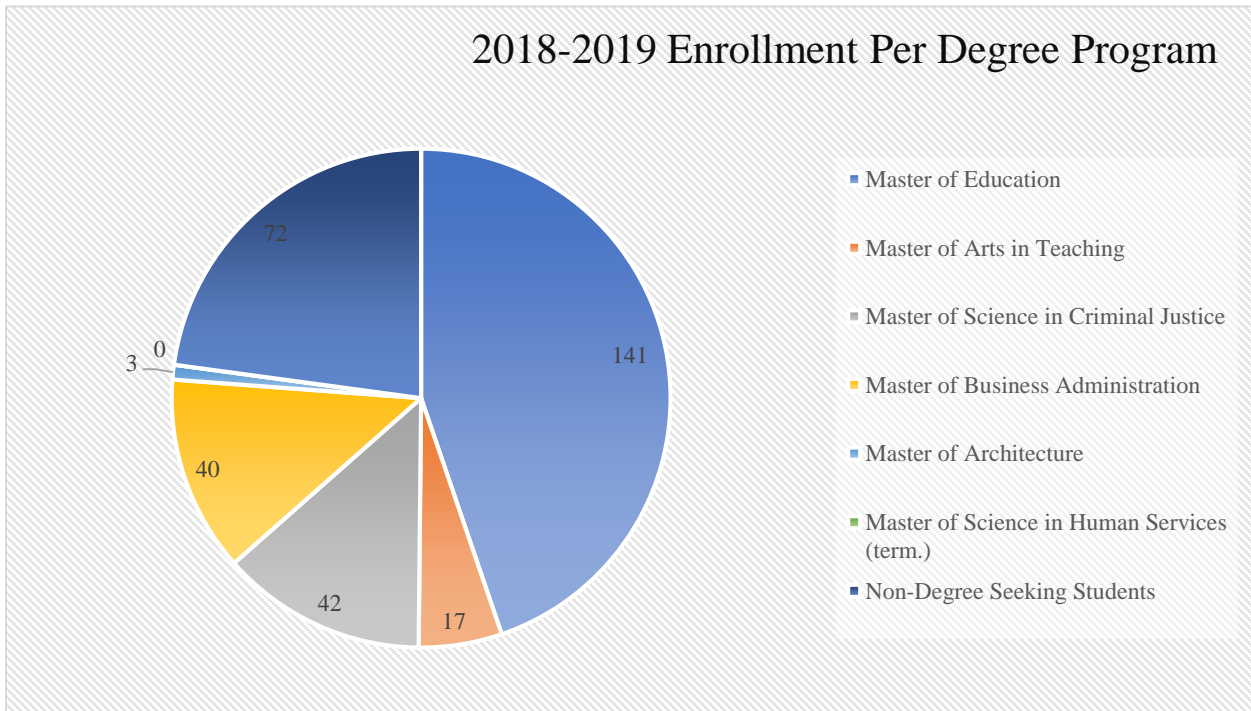
The Architecture Program also continues to regularly contribute to the betterment of West Virginia through the scholarship of engagement in the form of design assistance and design proposals for schools, non-profits, other institutions, and community redevelopment. Graduate students often provide leadership to the undergraduates in these efforts.

## Graduate Enrollment Report

*Chart: 2018-2019 Enrollment Report by Degree Program*

	<u>2018-2019</u>	<u>To Date</u>
Master of Education	141	1431 students enrolled
Master of Arts in Teaching	17	233 students enrolled
Master of Science in Criminal Justice	42	225 students enrolled
Master of Business Administration	40	348 students enrolled
Master of Architecture	3	11 students enrolled
Master of Science in Human Services (terminated)	0	19 students enrolled
Non-Degree Seeking Students	<u>72</u>	<u>751 students enrolled</u>
<b>TOTAL</b>	<b>315</b>	<b>2,999 students enrolled</b>

*Figure: 2018-2019 Enrollment by Degree Program*



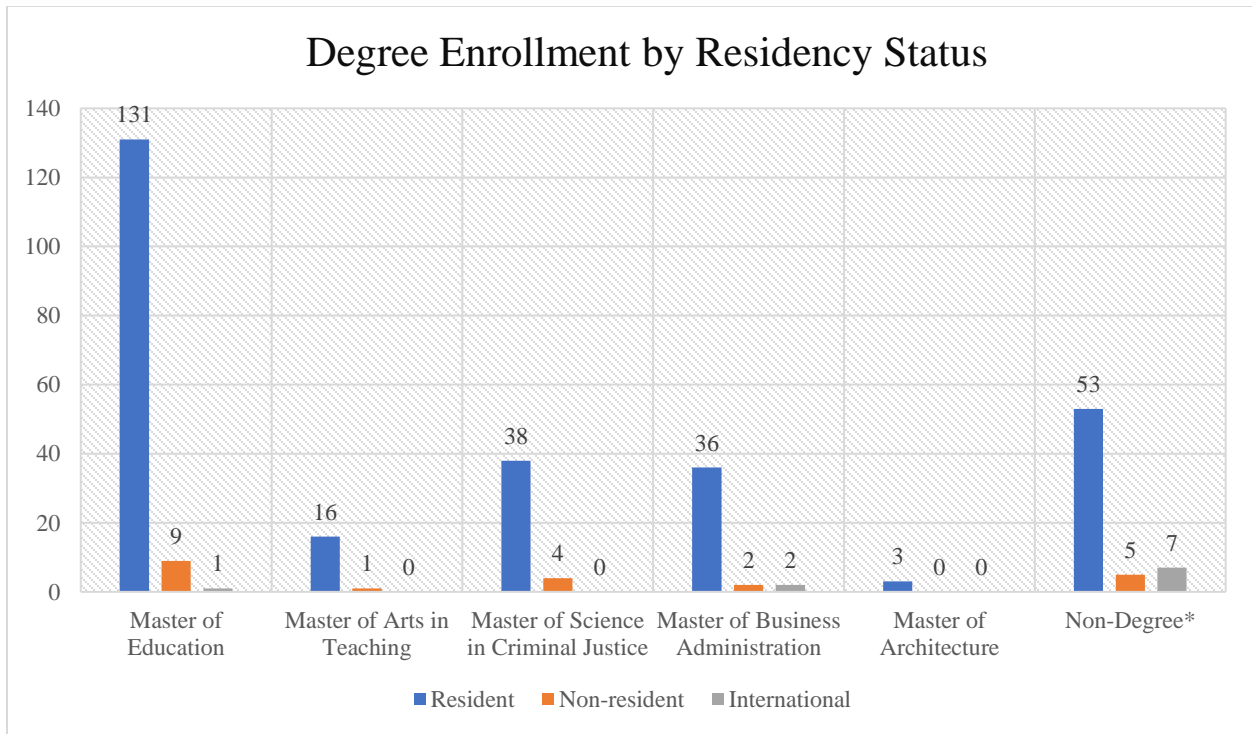


**Chart: 2018-2019 Graduate Degree Enrollment 2018-2019 by Residency Status**

<u>Degree Program</u>	<u>Resident</u>	<u>Non-resident</u>	<u>International</u>
Master of Education	131	9	1
Master of Arts in Teaching	16	1	0
Master of Science in Criminal Justice	38	4	0
Master of Business Administration	36	2	2
Master of Architecture	3	0	0
Non-Degree*	53	5	7

\* Note: Excludes 7 students with an undeclared residency status.

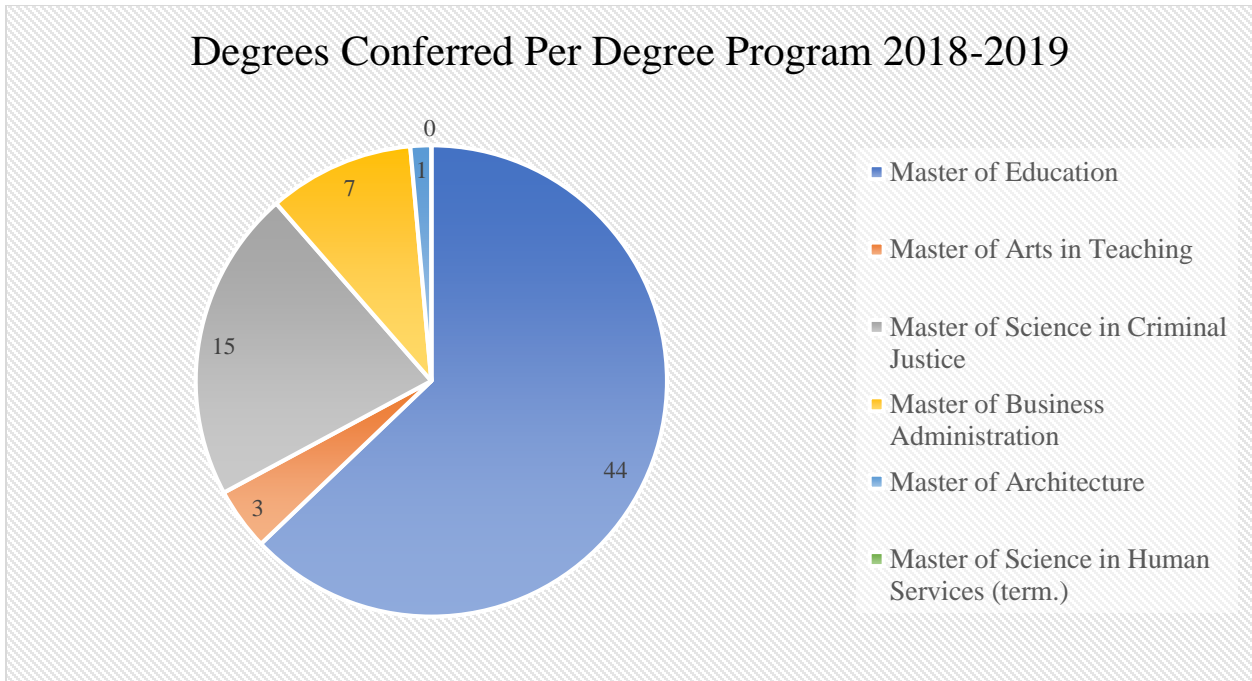
**Figure: 2018-2019 Graduate Degree Enrollment by Residency Status**



**Chart: 2018-2019 Graduate Degree Conferment Report per Degree Program**

	<u>2018-2019</u>	<u>To Date</u>
Master of Education	44	700 graduates
Master of Arts in Teaching	3	114 graduates
Master of Science in Criminal Justice	15	130 graduates
Master of Business Administration	7	209 graduates
Master of Architecture	1	6 graduates
Master of Science in Human Services (terminated)	<u>0</u>	<u>3 graduates</u>
<b>TOTAL</b>	<b>70</b>	<b>1,159 graduates</b>

**Figure: 2018-2019 Graduate Degree Conferment Report per Degree Program**



## Graduate Course Offerings

Fairmont State University offered the following graduate courses in 2018-2019:

***Master of Education:*** (concentrations in *Digital Media, New Literacies and Learning; Exercise Science/Fitness and Wellness; Professional Studies; Reading Specialist; and Multi-categorical Special Education*)

<b>Course Number</b>	<b>Course Title</b>	<b>Location/Time</b>
EDUC 5580	<i>Instructional Design</i>	Online
EDUC 5581	<i>Foundational Concepts</i>	Online
EDUC 5582	<i>SPED: Connect Policy &amp; Practice</i>	Online
EDUC 5583	<i>SPED: Behavior Intervention</i>	Online
EDUC 5584	<i>SPED: Differentiated Instruction</i>	Online
EDUC 5599	<i>ST: Independent Study</i>	Online
EDUC 6300	<i>Foundations of American Education</i>	Online
EDUC 6301	<i>Research in Education</i>	Online
EDUC 6302	<i>Advanced Studies in Human Development</i>	Online
EDUC 6303	<i>Advanced Studies in Educational Psychology</i>	Online
EDUC 6304	<i>Diversity and Disability</i>	Online
EDUC 6305	<i>Advanced Educational Technology and Media</i>	Online
EDUC 6306	<i>Instructional Design I – Education Evaluation</i>	Online
EDUC 6307	<i>Instructional Design II - Methods</i>	Online
EDUC 6395	<i>Action Research in Education</i>	Online
EDUC 6494	<i>Action Research &amp; Portfolio Development</i>	Online
EDUC 6495	<i>Clinical – Student Teaching</i>	Online
EDUC 6805	<i>Rights and Resp. in the New Media Age</i>	Online
EDUC 6806	<i>Assessment in the New Media Age</i>	Online
EDUC 6809	<i>Teaching in the New Media Age</i>	Online
EDUC 6810	<i>Critical Media, Lit &amp; Digital Story</i>	Online
EDUC 6811	<i>Learning Communities in the Digital Age</i>	Online
EDUC 6812	<i>Tech, Leadership, &amp; Change</i>	Online
EDUC 6813	<i>Blended and Online Learning Environments</i>	Online
EDUC 6814	<i>Game Design and Learning</i>	Online
EDUC 6815	<i>Programming for Learning</i>	Online

EDUC 6816	<i>Curriculum in the New Media Age</i>	Online
EDUC 6817	<i>Tech Tools in Learning</i>	Online
EDUC 6818	<i>Practicum</i>	Online
GRST 5099	<i>ST: Grant Writing for Teachers</i>	Fairmont/MTWRF 8-5
GRST 5099	<i>SPTP: Adv Strat Mentor Teacher</i>	Fairmont/MTWRF 8-5
PHED 6405	<i>Lab Techniques in Hlth Prom/Ex Science</i>	Fairmont/M 7-10
PHED 6406	<i>Statistics in Hlth Prom/Exercise Science</i>	Fairmont/M 4-7
PHED 6412	<i>Cardio/Pulmonary Exer Phys I</i>	Fairmont/M 4-7
PHED 6413	<i>Neuromuscular Exercise Phys II</i>	Fairmont/M 7-10
PHED 6416	<i>Advanced Strength &amp; Conditioning</i>	Fairmont/T 7-10
PHED 6417	<i>Impact of Exercise on Health &amp; Disease</i>	Fairmont/T 4-7
PHED 6418	<i>Health Promotion &amp; Wellness Programming</i>	Fairmont/T 4-7
PHED 6480	<i>Seminar in Exercise Science</i>	Fairmont/T 7-10
PHED 6490	<i>Internship in Exercise Science</i>	Arranged
PHED 6499	<i>Thesis Research</i>	Arranged
PHSC 5499	<i>SPTP: WV NxGen Science Pedagogy</i>	Arranged
PHSC 5499	<i>SPTP: ESS &amp; Engineering Design</i>	Arranged
PHSC 5499	<i>SPTP: Earth &amp; Space Science</i>	Arranged
READ 6300	<i>Foundations in Read &amp; Writing</i>	Online
READ 6310	<i>Teaching Reading to Special Learners</i>	Online
READ 6315	<i>Teach Con Area Literacy</i>	Online
READ 6320	<i>Psyc, Socy, &amp; Ling Factors</i>	Online
READ 6325	<i>Technology &amp; Instruction Designed to Support Struggling Readers</i>	Online
READ 6330	<i>Diagnosis &amp; Correction Prac I</i>	Online
READ 6340	<i>Literacy Coaching &amp; Prof Dev Prac II</i>	Online
READ 6360	<i>Literature and Response</i>	Online
READ 6370	<i>Admin &amp; Supv of Reading/Writing Prog</i>	Online
SPED 5099	<i>Positive Behavior Support</i>	Online
SPED 5323	<i>Math Strategies for Except Learners</i>	Online
SPED 6317	<i>Instructional Design I for Special Educators</i>	Online
SPED 6318	<i>Schoolwide Positive Behavior Interventions &amp; Supports</i>	Online

SPED 6319	<i>Introduction to Learning Exceptionalities</i>	Online
SPED 6322	<i>Evaluation in Special Education</i>	Online
SPED 6323	<i>Behavioral Support for Special Students</i>	Online
SPED 6324	<i>Instructional Techniques in Special Education</i>	Online
SPED 6330	<i>Introduction to Autism</i>	Online
SPED 6331	<i>Strategies for Autism</i>	Online
SPED 6390	<i>Special Education Practicum</i>	Online

***Master of Arts in Teaching:***

<b>Course Number</b>	<b>Course Title</b>	<b>Location/Time</b>
EDUC 6195	<i>Clinical Experience I</i>	Online
EDUC 6195	<i>Clinical Experience I</i>	Fairmont/Arranged
EDUC 6295	<i>Clinical Experience II</i>	Online
EDUC 6295	<i>Clinical Experience II</i>	Fairmont/Arranged
EDUC 6300	<i>Foundations of American Education</i>	Online
EDUC 6301	<i>Research in Education</i>	Online
EDUC 6302	<i>Advanced Studies in Human Growth &amp; Dev.</i>	Online
EDUC 6303	<i>Advanced Studies in Educational Psychology</i>	Online
EDUC 6304	<i>Diversity and Disabilities</i>	Online
EDUC 6305	<i>Advanced Educational Technology</i>	Online
EDUC 6306	<i>Instructional Design I - Education Evaluation</i>	Online
EDUC 6307	<i>Instructional Design II – Classroom Org</i>	Online
EDUC 6494	<i>Action Research &amp; Portfolio Dev</i>	Online
EDUC 6495	<i>Clinical Experience III</i>	Fairmont/Arranged
READ 6315	<i>Teaching Content in Reading Literacy</i>	Online
SPED 6319	<i>Introduction to Learning Exceptionalities and Behavior Disorders</i>	Online
SPED 6320	<i>Students with Special Learning Problems</i>	Online
SPED 6321	<i>Students with Special Behavior Problems</i>	Online

**Master of Science in Criminal Justice:**

<b>Course Number</b>	<b>Course Title</b>	<b>Location/Time</b>
CRIM 5504	<i>Constitutional Law</i>	Online
CRIM 5505	<i>Terrorism</i>	Online
CRIM 5599	<i>ST: Advanced Issues in CJ</i>	Online
CRIM 5599	<i>ST: Inside-Out Prison Exchange Program</i>	Online
CRIM 5599	<i>ST: Domestic Violence</i>	Online
CRIM 5599	<i>ST: Police Administration</i>	Online
CRIM 5599	<i>ST: Homeland Security</i>	Online
CRIM 5599	<i>ST: War on Drugs</i>	Online
CRIM 6601	<i>Advanced Criminal Justice Studies</i>	Online
CRIM 6602	<i>Advanced Criminal Law</i>	Online
CRIM 6611	<i>Internship</i>	Online
CRIM 6620	<i>Advanced Theoretical Criminology</i>	Online
CRIM 6625	<i>Victimology</i>	Online
CRIM 6635	<i>Seminar in Offender Rehabilitation</i>	Online
CRIM 6640	<i>Seminar in Corrections</i>	Online
CRIM 6645	<i>Independent Study</i>	Online
CRIM 6650	<i>Seminar in CJ Planning and Evaluation</i>	Online
CRIM 6656	<i>Applied Statistics</i>	Online
CRIM 6695	<i>Capstone</i>	Online
CRIM 6696	<i>Thesis I / Thesis I-Online</i>	Fairmont/Online
CRIM 6697	<i>Thesis II / Thesis II-Online</i>	Fairmont/Online

**Master of Business Administration:**

<b>Course Number</b>	<b>Course Title</b>	<b>Location/Time</b>
MSBA 5000	<i>MBA Essentials</i>	Online
MSBA 5100	<i>Personal Development Workshop</i>	Online
MSBA 5110	<i>Leadership Workshop</i>	Fairmont/R 6-9
MSBA 5120	<i>Tactical HR Practices</i>	Fairmont/W 6-9
MSBA 5130	<i>Labor Relations &amp; Dispute Res</i>	Fairmont/M 6-9
MSBA 5140	<i>Strategic HRM &amp; Emp Advocacy</i>	Fairmont/M 6-9

MSBA 5200	<i>Management Information Systems</i>	Fairmont/T 6-9
MSBA 5300	<i>Managerial Economics</i>	Fairmont/T 6-9
MSBA 5400	<i>Business Environments</i>	Fairmont/M 6-9
MSBA 5550	<i>Financial Reporting &amp; Analysis</i>	Fairmont/T 6-9
MSBA 5599	<i>Special Topics in Business Administration</i>	Fairmont/Arranged
MSBA 5600	<i>Marketing for Managers</i>	Online
MSBA 5710	<i>Operations Management</i>	Fairmont/ R 6-9
MSBA 5800	<i>Knowledge Management</i>	Online
MSBA 5810	<i>Project Management</i>	Fairmont/W 6-9
MSBA 5820	<i>Advanced Project Management</i>	Fairmont/W 6-9
MSBA 5850	<i>Project Management Capstone</i>	Fairmont/Online
MSBA 6000	<i>Strategic Management</i>	Fairmont/W 6-9
MSBA 6010	<i>Managerial Practicum</i>	Fairmont/Arranged
MSBA 6020	<i>Global Experience</i>	Fairmont/Arranged

***Master of Architecture:***

<b>Course Number</b>	<b>Course Title</b>	<b>Location/Time</b>
ARCH 5500	<i>Arch Design Studio – Community Design</i>	Fairmont/MWF 1-4
ARCH 5501	<i>Com. Design Assist. Ctr. (CDAC) – Leadership I</i>	Fairmont/MW 1-2:15
ARCH 5502	<i>Com. Design Assist. Ctr. (CDAC) – Leadership II</i>	Fairmont/MW 1-2
ARCH 5510	<i>Arch Seminar I – Community Design</i>	Fairmont/T 1:30 -4
ARCH 5540	<i>Professional Practice</i>	Fairmont/TR 4:30-5:45
ARCH 5550	<i>Comprehensive Design Studio</i>	Fairmont/MWF 1 - 4
ARCH 5560	<i>Arch Design Seminar II – Sustainability</i>	Fairmont/R 4-6:30
ARCH 5585	<i>Arch Study + Travel</i>	Fairmont/T 4-6:30
ARCH 5599	<i>ST: Arch History Research</i>	Fairmont/W 4-6:30
ARCH 6601	<i>Com. Design Assist. Ctr. (CDAC) – Leadership II</i>	Fairmont/MW 1-2:15
ARCH 6610	<i>Advanced Study Seminar</i>	Fairmont/W 4:30-7
ARCH 6650	<i>Advanced Arch. Design Studio</i>	Fairmont/T 1:30-4

# Tab 3



**Fairmont State University  
Board of Governors  
August 20, 2019**

**Item:** Approval of Focused Program Review of Communication Arts

**Committee:** Academic Affairs

**Recommended Resolution:** Resolved, that the Fairmont State University Board of Governors approve a Focused Program Review for Communication Arts.

**Staff Member:** Richard Harvey, Provost and Vice President of Academic Affairs

**Background:** HEPC Title 133, Series 10, *Policy Regarding Program Review*, §5.6 permits each Governing Board to request a Focused Program review. The review should address the viability, adequacy, necessity, and consistency with mission of the program at the institution.

# Tab 4

**Fairmont State University  
Board of Governors  
August 20, 2019**

**Item:** May and June Financial Reports

**Committee:** Committee of the Whole

**Recommended Resolution:** Be it resolved, that the Finance Committee of the Board of Governors recommend for approval the May and June Unrestricted and Restricted reports.

**Staff Member:** Christa Kwiatkowski

**Background:** Summary of the reports submitted is attached.

**Fairmont State University**  
**Board of Governors**  
**June 2019**

**Unrestricted Central E&G and Unrestricted Fund Manager**

The unrestricted funds are 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.

Central E&G funds are the main operating budget of the institution. The sources of these revenues include tuition and fees, state appropriations, chargeback revenues from Pierpont, and other miscellaneous income. The funding supports academic units, student services, support services, information technology, library services, administration, and physical plant.

Fund Manager funds represent the funds assessed or earned by the academic schools or other departments that support costs specific to that department such as equipment and laboratory supplies.

**June 2019**

With 100% of the fiscal year completed, the Unrestricted Central E&G year to date operating revenues of \$28,373,324 represents 97.00% of the projected current budget. The year to date operating expenses of \$36,339,438 represents 83.72% of the projected current budget. The year to date non-operating revenues of \$13,836,077 represents 102.01% of the projected current budget. After adjusting for debt service, financial aid match and other transfers, the actual YTD balance at the end of June, excluding audit entries, is a positive \$5,371,626. This balance is prior to various audit entries, such as accounts receivable and payables, fixed assets adjustments, depreciation and various expenses related to payroll, pension and OPEB liabilities. Last year at this time, the actual YTD balance was \$3,016,816. Last year, we ended with a positive balance of \$383,447.

Fund Manager funds year to date operating revenues of \$3,644,948 represents 120.04% of the projected current budget. The year to date operating expenses of \$2,768,335 represents 81.66% of the projected current budget. After non-operating revenues and other transfers, the actual YTD balance at the end of June is a positive \$178,439. Last year at this time, the actual YTD balance was \$412,774. The lower ending balance in FY19 is due to the increase in purchases of capital assets of about \$350,000. Last year, we ended with a positive balance of \$303,360.

**Auxiliary Funds**

Auxiliary enterprises are self-supporting activities conducted to primarily to provide facilities or services to students, faculty, and staff. Auxiliary activities include: operation of residence halls, public safety, Falcon Center, bookstore, dining, and intercollegiate athletics.

**June 2019**

With 100% of the fiscal year completed, the Auxiliary year to date operating revenues of \$13,957,635 represents 97.42% of the projected current budget. The year to date operating expenses of \$7,836,864 represents 90.37% of the projected current budget. After non-operating revenues, the debt service payments and other transfers, the actual YTD balance at the end of June is a positive \$420,572. Actual

transfers to reserves for FY19 were \$785,000 (\$375,000 to Housing, \$375,000 to Falcon Center and \$35,000 to Facilities). Actual transfers to reserves for FY18 were \$590,301.

### **Restricted Funds**

The Restricted Fund group consists of those funds that are expendable for operating purposes by the University but are limited by grantors or an outside agency as to the specific purpose for which they may be expended. Restricted funds at FSU consist primarily of contracts and grants received from federal or state governments for financial aid, research, public service, or other restricted purpose.

#### **June 2019**

With 100% of the fiscal year completed, the Restricted year to date operating revenues of \$28,104,053 represents 86.62% of the projected current budget. The year to date operating expenses of \$35,119,911 represents 88.92% of the projected current budget. After adjusting for Pell Grant revenues and other transfers, the actual YTD balance is a negative (\$163,416). The negative balance is due to federal expenses not able to be reimbursed by month end and will be recognized as receivables at year end.

We received several new awards in May and June listed below:

INBRE Equipment Award	50,000
WVHEPC - Behavioral Health Workforce Initiative	23,678
Mon Health Nursing Partnership	100,000
NASA Space Course Development Grant	5,000
NASA Space Undergraduate Research Fellowship	5,000
First LEGO League	75,000

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

As of May 31, 2019

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
<b>OPERATING REVENUE</b>					
	Tuition and Fees	26,718,598	25,667,999	25,172,535	98.07
	Student Activity Support Revenue	463,228	393,334	361,358	91.87
	Faculty Services Revenue	0	0	9,955	
	State/Local Grants and Contracts	0	0	1,630	
	Operating Costs Revenue	1,588,279	1,587,181	1,197,162	75.43
	Support Services Revenue	1,555,255	1,525,545	1,086,846	71.24
	Other Operating Revenues	123,293	73,121	91,831	125.59
	<b>Total:</b>	<b>30,448,652</b>	<b>29,247,180</b>	<b>27,921,318</b>	<b>95.47</b>
<b>OPERATING EXPENSE</b>					
	Salaries	24,390,327	23,996,730	17,858,312	74.42
	Benefits	6,112,416	6,143,332	4,428,147	72.08
	Student financial aid-scholarships	3,783,802	3,783,802	4,065,021	107.43
	Utilities	1,360,676	1,360,676	1,333,884	98.03
	Supplies and Other Services	7,309,150	6,904,578	5,464,584	79.14
	Equipment Expense	686,102	605,759	371,591	61.34
	Fees retained by the Commission	185,560	185,560	0	0.00
	Assessment for Faculty Services	0	0	21,084	#DIV/0!
	Assessment for Student Activity Costs	366,227	366,227	338,996	92.56
	<b>Total:</b>	<b>44,194,260</b>	<b>43,346,664</b>	<b>33,881,619</b>	<b>78.16</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>(13,745,608)</b>	<b>(14,099,484)</b>	<b>(5,960,301)</b>	<b>42.27</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>					
	State Appropriations	15,111,777	15,111,777	15,111,777	100.00
	Gifts	377,220	377,220	375,025	99.42
	E&G Capital & Debt Service Support Revenue	0	0	0	#DIV/0!
	Investment Income	69,245	69,245	329,890	476.41
	Assessment for E&G Capital & Debt Service Costs	(1,994,319)	(1,994,319)	(1,972,817)	98.92
	<b>Total:</b>	<b>13,563,923</b>	<b>13,563,923</b>	<b>13,843,875</b>	<b>102.06</b>
<b>TRANSFERS &amp; OTHER</b>					
	Capital Expenditures	(47,400)	(197,864)	(368,894)	186.44
	Construction Expenditures	(584,500)	(584,500)	(392,878)	67.22
	Transfers for Debt Service	(64,863)	(64,933)	(64,637)	99.54
	Transfers for Financial Aid Match	(40,413)	(40,811)	(37,387)	91.61
	Indirect Cost Recoveries	602	602	0	0.00
	Transfers - Other	(7,550)	312,850	250,363	80.03
	<b>Total:</b>	<b>(744,124)</b>	<b>(574,656)</b>	<b>(613,434)</b>	<b>106.75</b>
<b>BUDGET BALANCE</b>		<b>(925,809)</b>	<b>(1,110,217)</b>	<b>7,270,140</b>	<b>(654.84)</b>
<b>Add: Estimated Unfilled Position Savings:</b>		<b>400,000</b>	<b>500,000</b>		
<b>Capitalized Expenses</b>		<b>584,500</b>	<b>584,500</b>		
<b>ADJUSTED BUDGET BALANCE</b>		<b>58,691</b>	<b>(25,717)</b>		
<b>* Add: UNRESTRICTED NET ASSETS - Beginning of Year</b>		<b>6,961,393</b>	<b>7,610,679</b>		
<b>Less: USE OF RESERVE</b>		<b>0</b>	<b>0</b>		
<b>Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year</b>		<b><u>7,020,084</u></b>	<b><u>7,584,962</u></b>		

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

As of May 31, 2019

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
<b>OPERATING REVENUE</b>	Tuition and Fees	2,490,635	2,879,955	3,434,875	119.27
	Other Operating Revenues	84,975	156,391	156,092	99.81
	<b>Total:</b>	<b>2,575,610</b>	<b>3,036,346</b>	<b>3,590,967</b>	<b>118.27</b>
<b>OPERATING EXPENSE</b>	Salaries	1,150,456	1,679,259	1,344,522	80.07
	Benefits	214,271	273,349	228,242	83.50
	Student financial aid-scholarships	27,440	27,940	15,177	54.32
	Utilities	4,500	4,500	1,495	33.22
	Supplies and Other Services	1,085,807	1,265,550	819,802	64.78
	Equipment Expense	152,329	139,056	89,771	64.56
	<b>Total:</b>	<b>2,634,803</b>	<b>3,389,656</b>	<b>2,499,009</b>	<b>73.72</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>(59,193)</b>	<b>(353,310)</b>	<b>1,091,958</b>	<b>(309.07)</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	Gifts	500	17,083	17,151	100.40
	Interest on capital asset related debt	0	0	(98,884)	
	<b>Total:</b>	<b>500</b>	<b>17,083</b>	<b>(81,732)</b>	<b>(478.44)</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(20,000)	(190,472)	(273,250)	143.46
	Construction Expenditures	0	(12,400)	0	0.00
	Indirect Cost Recoveries	65,643	70,587	40,778	57.77
	Transfers - Other	13,050	(310,994)	(278,768)	89.64
	<b>Total:</b>	<b>58,693</b>	<b>(443,280)</b>	<b>(511,241)</b>	115.33
<b>BUDGET BALANCE</b>		<b>0</b>	<b>(779,507)</b>	<b>498,985</b>	(64.01)
<b>Add: Estimated Unfilled Position Savings:</b>		<b>0</b>	<b>0</b>		
<b>ADJUSTED BUDGET BALANCE</b>		<b>0</b>	<b>(779,507)</b>		
<b>Add: UNRESTRICTED NET ASSETS - Beginning of Year</b>		<b>1,928,034</b>	<b>1,976,577</b>		
<b>Less: USE OF RESERVE</b>		<b>0</b>	<b>0</b>		
<b>Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year</b>		<b><u>1,928,034</u></b>	<b><u>1,197,070</u></b>		

Auxiliary  
Actual vs Budget Statement of Revenues and Expenses  
Board of Governors  
As of May 31, 2019

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
<b>OPERATING REVENUE</b>	Auxiliary Enterprise Revenue	8,927,583	8,948,172	8,009,104	89.51
	Auxiliary Fees & Debt Service Support Revenue	5,179,480	5,139,480	4,982,749	96.95
	Other Operating Revenues	242,535	242,535	172,738	71.22
	<b>Total:</b>	<b>14,349,598</b>	<b>14,330,187</b>	<b>13,164,591</b>	<b>91.87</b>
<b>OPERATING EXPENSE</b>	Salaries	2,847,427	2,831,471	2,338,656	82.60
	Benefits	635,676	636,621	399,364	62.73
	Student financial aid-scholarships	851,077	830,019	842,723	101.53
	Utilities	908,406	908,606	872,498	96.03
	Supplies and Other Services	3,340,610	3,388,091	2,803,935	82.76
	Equipment Expense	79,675	76,476	29,560	38.65
	Assessment for Auxiliary Fees & Debt Service	0	0	0	#DIV/0!
	<b>Total:</b>	<b>8,662,871</b>	<b>8,671,284</b>	<b>7,286,736</b>	<b>84.03</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	Gifts	0	0	0	#DIV/0!
	Interest on capital asset related debt	0	0	0	#DIV/0!
	<b>Total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(59,600)	(47,246)	(66,008)	139.71
	Transfers for Debt Service	(4,890,274)	(4,890,274)	(4,869,401)	99.57
	Transfers for Financial Aid Match	(3,425)	(3,425)	(3,425)	100.00
	Transfers for Capital Projects	0	0	(39,164)	#DIV/0!
	Transfers to Plant Reserves	(733,428)	(717,958)	0	0.00
	Transfers - Other	0	0	(794)	#DIV/0!
	<b>Total:</b>	<b>(5,686,727)</b>	<b>(5,658,903)</b>	<b>(4,978,793)</b>	<b>87.98</b>
<b>BUDGET BALANCE - Projected Transfer to Reserves</b>		<b>0</b>	<b>0</b>	<b>899,063</b>	
* <b>Add: NET ASSETS - Beginning of Year</b>		<b><u>7,542,464</u></b>	<b><u>7,530,263</u></b>		
<b>Equals: PROJECTED NET ASSETS - End of Year</b>		<b><u>7,542,464</u></b>	<b><u>7,530,263</u></b>		

\* Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2017 in the amount of \$1,081,994

\* 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.



**FAIRMONT STATE UNIVERSITY**  
**Actual vs Budget Statement of Revenues and Expenses**  
**Current Restricted**  
For Period Ending May 31, 2019

	<b>Approved Budget*</b>	<b>Current Budget</b>	<b>YTD Actual</b>	<b>YTD Actual to Current Budget</b>
<b>OPERATING REVENUE</b>				
Federal Grants and Contracts	22,976,687	23,859,779	17,919,068	75.10
State/Local Grants and Contracts	6,659,740	6,693,415	6,738,470	100.67
Private Grants and Contracts	1,722,871	1,788,944	3,011,571	168.34
Other Operating Revenue	5,075	18,122	17,153	94.65
<b>Total:</b>	<b>31,364,373</b>	<b>32,360,260</b>	<b>27,686,262</b>	<b>85.56</b>
<b>OPERATING EXPENSE</b>				
Salaries	178,196	653,371	398,665	61.02
Benefits	36,463	116,111	47,223	40.67
Student financial aid - scholarships	40,238,109	37,068,536	33,751,131	91.05
Supplies and Other Services	814,665	1,448,378	544,792	37.61
Equipment Expense	(6,634)	26,509	62,561	236.00
<b>Total:</b>	<b>41,260,799</b>	<b>39,312,905</b>	<b>34,804,371</b>	<b>88.53</b>
<b>OPERATING INCOME/ (LOSS)</b>	<b>(9,896,426)</b>	<b>(6,952,646)</b>	<b>(7,118,109)</b>	<b>102.38</b>
<b>NONOPERATING REVENUE</b>				
Federal Pell Grant Revenues	10,000,000	7,000,000	6,883,882	98.34
Gifts	2,497	17,358	5,573	32.10
Investment Income	0	-	-	0.00
<b>Total:</b>	<b>10,002,497</b>	<b>7,017,358</b>	<b>6,889,454</b>	<b>98.18</b>
<b>TRANSFERS &amp; OTHER</b>				
Capital Expenditures	(43,343)	(113,343)	(55,000)	48.53
Construction Expenditures	0	-	-	
Transfers for Fin Aid Match	33,431	40,811	53,812	131.86
Indirect Cost Recoveries	(20,095)	(85,427)	(40,778)	47.73
Transfers - Other	62,301	62,301	-	0.00
<b>Total:</b>	<b>32,295</b>	<b>(95,657)</b>	<b>(41,966)</b>	<b>43.87</b>
<b>BUDGET BALANCE</b>	<b>138,366</b>	<b>(30,945)</b>	<b>(270,621)</b>	<b>874.52</b>
<b>Add: PROJECTED RESTRICTED NET ASSETS - Beginning of Year</b>	<b>18,551</b>	<b>18,551</b>		
<b>PROJECTED RESTRICTED NET ASSETS - End of Year</b>	<b><u>156,917</u></b>	<b><u>(12,394)</u></b>		

\*Approved budget is listed at the July budget due to no approvals being required for restricted funds.

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

As of June 30, 2019

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
<b>OPERATING REVENUE</b>					
	Tuition and Fees	26,718,598	25,667,999	25,200,479	98.18
	Student Activity Support Revenue	463,228	393,334	313,706	79.76
	Faculty Services Revenue	0	0	9,955	
	State/Local Grants and Contracts	0	0	1,630	
	Operating Costs Revenue	1,588,279	1,587,181	1,449,280	91.31
	Support Services Revenue	1,555,255	1,529,106	1,307,529	85.51
	Other Operating Revenues	123,293	73,121	90,745	124.10
	<b>Total:</b>	<b>30,448,652</b>	<b>29,250,741</b>	<b>28,373,324</b>	<b>97.00</b>
<b>OPERATING EXPENSE</b>					
	Salaries	24,390,327	23,997,911	19,546,613	81.45
	Benefits	6,112,416	6,202,642	4,834,744	77.95
	Student financial aid-scholarships	3,783,802	3,783,802	3,582,740	94.69
	Utilities	1,360,676	1,360,676	1,524,768	112.06
	Supplies and Other Services	7,309,150	6,902,954	5,997,248	86.88
	Equipment Expense	686,102	605,759	490,757	81.02
	Fees retained by the Commission	185,560	185,560	0	0.00
	Assessment for Faculty Services	0	0	21,084	#DIV/0!
	Assessment for Student Activity Costs	366,227	366,227	341,483	93.24
	<b>Total:</b>	<b>44,194,260</b>	<b>43,405,531</b>	<b>36,339,438</b>	<b>83.72</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>(13,745,608)</b>	<b>(14,154,790)</b>	<b>(7,966,114)</b>	<b>56.28</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>					
	State Appropriations	15,111,777	15,111,777	15,111,777	100.00
	Gifts	377,220	377,220	375,055	99.43
	E&G Capital & Debt Service Support Revenue	0	0	0	#DIV/0!
	Investment Income	69,245	69,245	335,452	484.44
	Assessment for E&G Capital & Debt Service Costs	(1,994,319)	(1,994,319)	(1,986,207)	99.59
	<b>Total:</b>	<b>13,563,923</b>	<b>13,563,923</b>	<b>13,836,077</b>	<b>102.01</b>
<b>TRANSFERS &amp; OTHER</b>					
	Capital Expenditures	(47,400)	(197,864)	(230,254)	116.37
	Construction Expenditures	(584,500)	(584,500)	(392,878)	67.22
	Transfers for Debt Service	(64,863)	(64,933)	(64,637)	99.54
	Transfers for Financial Aid Match	(40,413)	(40,811)	(37,387)	91.61
	Indirect Cost Recoveries	602	602	0	0.00
	Transfers - Other	(7,550)	318,072	226,819	71.31
	<b>Total:</b>	<b>(744,124)</b>	<b>(569,434)</b>	<b>(498,337)</b>	<b>87.51</b>
<b>BUDGET BALANCE</b>		<b>(925,809)</b>	<b>(1,160,301)</b>	<b>5,371,626</b>	<b>(462.95)</b>
<b>Add: Estimated Unfilled Position Savings:</b>		<b>400,000</b>	<b>500,000</b>		
<b>Capitalized Expenses</b>		<b>584,500</b>	<b>584,500</b>		
<b>ADJUSTED BUDGET BALANCE</b>		<b>58,691</b>	<b>(75,801)</b>		
<b>* Add: UNRESTRICTED NET ASSETS - Beginning of Year</b>		<b>6,961,393</b>	<b>7,610,679</b>		
<b>Less: USE OF RESERVE</b>		<b>0</b>	<b>0</b>		
<b>Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year</b>		<b><u>7,020,084</u></b>	<b><u>7,534,878</u></b>		

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

As of June 30, 2019

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
<b>OPERATING REVENUE</b>	Tuition and Fees	2,490,635	2,879,955	3,462,256	120.22
	Other Operating Revenues	84,975	156,391	182,692	116.82
	<b>Total:</b>	<b>2,575,610</b>	<b>3,036,346</b>	<b>3,644,948</b>	<b>120.04</b>
<b>OPERATING EXPENSE</b>	Salaries	1,150,456	1,689,350	1,422,976	84.23
	Benefits	214,271	285,225	256,523	89.94
	Student financial aid-scholarships	27,440	27,940	15,177	54.32
	Utilities	4,500	4,500	1,631	36.25
	Supplies and Other Services	1,085,807	1,244,066	949,778	76.34
	Equipment Expense	152,329	139,056	122,249	87.91
	<b>Total:</b>	<b>2,634,803</b>	<b>3,390,138</b>	<b>2,768,335</b>	<b>81.66</b>
<b>OPERATING INCOME / (LOSS)</b>		<b>(59,193)</b>	<b>(353,792)</b>	<b>876,613</b>	<b>(247.78)</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	Gifts	500	17,083	17,151	100.40
	Interest on capital asset related debt	0	0	(98,884)	
	<b>Total:</b>	<b>500</b>	<b>17,083</b>	<b>(81,732)</b>	<b>(478.44)</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(20,000)	(204,931)	(385,474)	188.10
	Construction Expenditures	0	(12,400)	0	0.00
	Indirect Cost Recoveries	65,643	74,753	45,036	60.25
	Transfers - Other	13,050	(310,994)	(276,003)	88.75
	<b>Total:</b>	<b>58,693</b>	<b>(453,572)</b>	<b>(616,442)</b>	135.91
<b>BUDGET BALANCE</b>		<b>0</b>	<b>(790,282)</b>	<b>178,439</b>	(22.58)
<b>Add: Estimated Unfilled Position Savings:</b>		<b>0</b>	<b>0</b>		
<b>ADJUSTED BUDGET BALANCE</b>		<b>0</b>	<b>(790,282)</b>		
<b>Add: UNRESTRICTED NET ASSETS - Beginning of Year</b>		<b>1,928,034</b>	<b>1,976,577</b>		
<b>Less: USE OF RESERVE</b>		<b>0</b>	<b>0</b>		
<b>Equals: PROJECTED UNRESTRICTED NET ASSETS - End of Year</b>		<b><u>1,928,034</u></b>	<b><u>1,186,295</u></b>		

Auxiliary  
Actual vs Budget Statement of Revenues and Expenses  
Board of Governors  
As of June 30, 2019

		Approved Budget	Current Budget	YTD Actual	YTD Actual to Current Budget
<b>OPERATING REVENUE</b>	Auxiliary Enterprise Revenue	8,927,583	8,945,672	8,733,050	97.62
	Auxiliary Fees & Debt Service Support Revenue	5,179,480	5,139,480	5,041,764	98.10
	Other Operating Revenues	242,535	242,535	182,820	75.38
	<b>Total:</b>	<b>14,349,598</b>	<b>14,327,687</b>	<b>13,957,635</b>	<b>97.42</b>
<b>OPERATING EXPENSE</b>	Salaries	2,847,427	2,831,471	2,520,895	89.03
	Benefits	635,676	639,751	441,132	68.95
	Student financial aid-scholarships	851,077	830,019	866,264	104.37
	Utilities	908,406	908,606	953,897	104.98
	Supplies and Other Services	3,340,610	3,385,591	3,004,432	88.74
	Equipment Expense	79,675	76,476	50,244	65.70
	Assessment for Auxiliary Fees & Debt Service	0	0	0	#DIV/0!
	<b>Total:</b>	<b>8,662,871</b>	<b>8,671,914</b>	<b>7,836,864</b>	<b>90.37</b>
<b>NONOPERATING REVENUE (EXPENSE)</b>	Gifts	0	0	20,000	#DIV/0!
	Interest on capital asset related debt	0	0	0	#DIV/0!
	<b>Total:</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>#DIV/0!</b>
<b>TRANSFERS &amp; OTHER</b>	Capital Expenditures	(59,600)	(47,246)	(13,219)	27.98
	Transfers for Debt Service	(4,890,274)	(4,890,274)	(4,869,401)	99.57
	Transfers for Financial Aid Match	(3,425)	(3,425)	(3,425)	100.00
	Transfers for Capital Projects	0	(59,174)	(98,338)	166.18
	Transfers to Plant Reserves	(733,428)	(714,828)	(785,000)	109.82
	Transfers - Other	0	0	49,184	#DIV/0!
	<b>Total:</b>	<b>(5,686,727)</b>	<b>(5,714,947)</b>	<b>(5,720,199)</b>	<b>100.09</b>
<b>BUDGET BALANCE - Projected Transfer to Reserves</b>		<b>0</b>	<b>(59,174)</b>	<b>420,572</b>	
* <b>Add: NET ASSETS - Beginning of Year</b>		<b><u>7,542,464</u></b>	<b><u>7,530,263</u></b>		
<b>Equals: PROJECTED NET ASSETS - End of Year</b>		<b><u>7,542,464</u></b>	<b><u>7,471,089</u></b>		

\* Net Assets - Beginning of Year is after adding back the projected OPEB liability at June 30, 2017 in the amount of \$1,081,994

\* 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.

**FAIRMONT STATE UNIVERSITY**  
**Actual vs Budget Statement of Revenues and Expenses**  
**Current Restricted**  
For Period Ending June 29, 2019

	<b>Approved Budget*</b>	<b>Current Budget</b>	<b>YTD Actual</b>	<b>YTD Actual to Current Budget</b>
<b>OPERATING REVENUE</b>				
Federal Grants and Contracts	22,976,687	23,859,779	18,239,119	76.44
State/Local Grants and Contracts	6,659,740	6,702,946	6,750,282	100.71
Private Grants and Contracts	1,722,871	1,788,944	3,092,172	172.85
Other Operating Revenue	5,075	93,122	22,480	24.14
<b>Total:</b>	<b>31,364,373</b>	<b>32,444,790</b>	<b>28,104,053</b>	<b>86.62</b>
<b>OPERATING EXPENSE</b>				
Salaries	178,196	735,094	421,346	57.32
Benefits	36,463	140,339	50,806	36.20
Student financial aid - scholarships	40,238,109	37,068,536	33,925,512	91.52
Supplies and Other Services	814,665	1,525,959	659,641	43.23
Equipment Expense	(6,634)	27,509	62,606	227.59
<b>Total:</b>	<b>41,260,799</b>	<b>39,497,436</b>	<b>35,119,911</b>	<b>88.92</b>
<b>OPERATING INCOME/ (LOSS)</b>	<b>(9,896,426)</b>	<b>(7,052,646)</b>	<b>(7,015,857)</b>	<b>99.48</b>
<b>NONOPERATING REVENUE</b>				
Federal Pell Grant Revenues	10,000,000	7,000,000	6,889,801	98.43
Gifts	2,497	117,358	8,863	7.55
Investment Income	0	0	0	0.00
<b>Total:</b>	<b>10,002,497</b>	<b>7,117,358</b>	<b>6,898,665</b>	<b>96.93</b>
<b>TRANSFERS &amp; OTHER</b>				
Capital Expenditures	(43,343)	(113,343)	(55,000)	48.53
Construction Expenditures	0	0	0	
Transfers for Fin Aid Match	33,431	40,811	53,812	131.86
Indirect Cost Recoveries	(20,095)	(85,427)	(45,036)	52.72
Transfers - Other	62,301	62,301	0	0.00
<b>Total:</b>	<b>32,295</b>	<b>(95,657)</b>	<b>(46,224)</b>	<b>48.32</b>
<b>BUDGET BALANCE</b>	<b>138,366</b>	<b>(30,945)</b>	<b>(163,416)</b>	<b>528.08</b>
<b>Add: PROJECTED RESTRICTED NET ASSETS - Beginning of Year</b>	<b>18,551</b>	<b>18,551</b>		
<b>PROJECTED RESTRICTED NET ASSETS - End of Year</b>	<b><u>156,917</u></b>	<b><u>(12,394)</u></b>		

\*Approved budget is listed at the July budget due to no approvals being required for restricted funds.