

Schedule
Fairmont State University Board of Governors
May 21, 2009

Falcon Center Board Room
Fairmont State University

12:30 p.m. Luncheon..... Room 301-302

1:30 p.m. Full Board Meeting.....Board Room

Fairmont State University Board of Governors
Meeting of May 21, 2009
Falcon Center Board Room
1:30 p.m.

AGENDA

Call to Order

1. Opening Comments
2. Last Call for Public Comment Sign-up
3. Approval of Minutes (4/9/09)

Tab 1 Action Item

Operations Reports

1. Faculty Senate Report (*Chuck Shields*)
2. Classified Staff Report (*Harriet Bower*)
3. Student Government Report (*Kelley Bronson*)
4. Foundation Report (*Jean Ahwesh*)
5. Alumni Association Report (*Devanna Corley*)
6. Athletic Association Report (*Rusty Elliott*)
7. President's Report (*Charles J. McClain*)
8. Chairman's Report (*Andy Kniceley*)

Committee of the Whole

1. Financial Report (*Rick Porto*)
2. 2010 Budget Update (*Rick Porto*)
3. Folklife Center Bid (*Jim Decker*)
4. Capital Project Updates (*Jim Decker*)
5. Proposed Revision of Policy 12, Phased Retirement (*Sarah Hensley*)
6. Approval of the Following Program Reviews (*Maria Rose*)
 1. Bachelor of Arts in Political Science
 2. Bachelor of Arts in National Security and Intelligence
 3. Bachelor of Arts in History
 4. Bachelor of Science in History
 5. Bachelor of Arts in Sociology
 6. Bachelor of Science in Mathematics
 7. Bachelor of Science in Business Administration

Tab 2 FYI

Tab 3 FYI

Tab 4 Action Item

Tab 5 FYI

Tab 6 FYI

Tab 7 Action Item

Old Business

New Business

Public Comment

Possible Executive Session

_____ moved pursuant to 6-9A-4(b)2A of the WV Code that the Board shall go to into Executive Session to discuss personnel and personnel matters, which if discussed in public might adversely affect the reputation of any person.

Next meeting date is Thursday, June 18, 2009 in the Board Room – Falcon Center

Fairmont State University
BOARD OF GOVERNORS
MINUTES
April 9, 2009

1. Call to Order

A meeting of the Fairmont State University Board of Governors was held on April 9, 2009 beginning at 1:30 p.m. in the Board Room of the Falcon Center. Present at the meeting were Board Members: Jeffery Barr, Galen Hansen, James Kettering, Bob Kittle, Andy Kniceley, Rocco Muriale, Mark Pallotta, Shirley Stanton, Skip Tarasuk, Donna Trickett and Ron Tucker. Board member Janet Crescenzi was unable to attend. Also in attendance were: FSU Interim President Charles J. McClain, Michael Belmear, Jim Decker, Sarah Hensley, Rick Porto and Maria Rose.

2. Approval of Minutes

Jim Kettering moved the minutes of February 12, 2009 and March 27, 2009 meetings be approved. Skip Tarasuk seconded. Motion carried.

3. Operation Reports

- 1) Tony Morris reported for Faculty Senate
- 2) Harriet Bower reported for Classified Staff Council
- 3) Kelley Bronson reported for Student Government
- 4) Keith Foster reported for Foundation
- 5) Devanna Corley reported for Alumni Association
- 6) Rusty Elliott reported for Athletic Association
- 7) Charles J. McClain gave the President's Report
- 8) Andy Kniceley gave the Chairman's Report

4. Committee of the Whole

1. Feaster Center Elevator, Steps, HVAC & Women's Locker Room Project

Bob Kittle moved to approve spending \$5,000, from excess funds, previously approved for another project. Mark Pallotta seconded. Motion carried.

Bob Kittle moved to transfer of \$50,000 from the Locust Avenue budget as a contingency cost overrun up to \$50,000 and if the project did not take place than return the amount to the Locust Avenue fund. Any change orders must be approved by the Executive Committee. Galen Hansen seconded. Motion carried.

2. Folklife Center Project

Mark Pallotta moved to approve payment of the bill. Ron Tucker seconded. Motion carried.

3. Approval of Fee Proposal

Mark Pallotta moved to approve the fee proposal. Bob Kittle seconded. Motion carried.

5. Executive Session

Rocco Muriale moved pursuant to 6-9A-4(b)2A of the WV Code that the Board shall go into Executive Session to discuss personnel and personal matters, which if discussed in public might adversely affect the reputation of any person. Donna Trickett seconded. Motion carried.

Donna Trickett moved we return to regular session. Rocco Muriale seconded. Motion carried.

There being no further business, meeting was adjourned.

A handwritten signature in black ink that reads "Andy Knicalay". The signature is written in a cursive, flowing style.

Chairman

**Fairmont State University
Financial Report
Board of Governors
Unrestricted Fund
for the period through April 17, 2009**

The Unrestricted Fund budget balance projected through June 30, 2009 is a negative \$-337,310. This deficit includes \$-535,875 of the Board of Governors approved fund managers spend down plan.

Fairmont State University
 Actual vs Budget Statement of Revenues and Expenses
 Current Year 2009 April Current Unrestricted
 LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year
OPERATING REVENUES	Tuition & Fees	20,277,341.00	18,785,785.42	92.64
	Tuition and Fees Support Services Revenue	527,829.00	495,118.00	93.80
	Faculty Services Revenue	1,268,259.00	1,233,134.00	97.23
	Federal Grants and Contracts	0.00	(20.15)	-
	State/Local Grant and Contracts	0.00	0.00	-
	Private Grants and Contracts	0.00	0.00	-
	Auxiliary enterprises revenue	0.00	(24.00)	-
	Operating Costs Revenue	2,457,419.36	1,603,042.55	65.23
	Support Services Revenue	3,589,899.68	2,145,635.92	59.77
	Other Operating Revenue	475,779.00	391,767.83	15.99
Sub Total		28,596,527.04	24,654,439.57	86.21
OPERATING EXPENSES	Salaries	21,543,282.74	15,137,909.33	70.27
	Benefits	5,593,996.29	3,667,512.48	65.56
	OPEB Expense	0.00	101,913.72	-
	Student Financial Aid-Scholarships	1,333,425.00	1,240,247.43	93.01
	Utilities	1,452,600.00	1,130,132.72	77.80
	Supplies and Other Services	7,281,908.78	4,905,497.30	67.37
	Equipment Expense	907,798.50	1,050,170.10	115.68
	Loan Cancellations and write-off	0.00	0.00	-
	Fees retained by the Commission	166,151.00	125,871.75	75.76
	Assessment for Faculty Services	1,502,589.00	1,485,561.00	98.87
	Assessment for Support Services	214,281.72	123,905.14	57.82
	Assessment for Tuition, Aux, & Capital Costs	2,862,411.00	2,689,581.00	93.96
	Assessment for Operating Costs	245,834.16	177,734.37	72.30
Sub Total		43,104,278.19	31,836,036.34	73.86
NONOPERATING REVENUES (EXPENSES)	State Appropriations	13,769,754.00	13,769,754.00	100.00
	Gifts	25,000.00	25,000.00	100.00
	Investment Income	266,166.00	132,963.60	49.96
	Interest on capital asset related debt	0.00	0.00	-
Sub Total:		14,060,920.00	13,927,717.60	99.05
EXCLUDE OPERATING	Exclude - Assets	(586,306.00)	(208,692.00)	35.59
	Exclude - Construction	0.00	0.00	-
	Exclude - Transfers for Debt Service	0.00	0.00	-
	Exclude - Transfers for Fin Aid Match	(170,107.00)	(170,107.00)	100.00
	Exclude - Indirect Cost Recoveries	768,935.40	377,494.37	49.09
	Exclude - Transfers for Capital Projects	96,978.00	96,978.00	100.00
	Exclude - Transfers - Other	20.45	20.45	-
Sub Total:		109,520.85	95,693.82	87.37
OPERATING LOSS WITHOUT STATE APPROPRIATIONS		(14,507,751.15)	(7,181,596.77)	49.50
BUDGET BALANCE (Includes \$535,875 spend down of fund manager funds)		(337,310.30)	6,841,814.65	(2,028.34)
NET ASSETS - Beginning of Year		6,045,284.27		
PROJECTED NET ASSETS - End of Year		5,707,973.97		

NOTE: At the October 9, 2008 meeting, the Board of Governors approved a spend down plan of \$582,004 of fund manager net assets. This includes \$132,004 of indirect cost budget carried forward from fiscal year 2008 and \$450,000 of course fee net assets.

**Fairmont State University
Financial Report
Board of Governors
Auxiliary Fund
for the period through April 17, 2009**

The budget balance for the Auxiliary Fund is projected to be \$0.00 with a plant transfer to plant reserves of \$672,941.

Very minor changes to the Auxiliary Funds occurred since the March 2009 report.

FSU Auxiliary Support
Actual vs Budget Statement of Revenues and Expenses

Current Year 2009 April Auxiliary
Auxiliary - Bd. Of Governors

		Budgeted	Actual Current	Actual to
		Current Year	Year	Budgeted
				Current Year
OPERATING REVENUES	Tuition and Fees	0.00	0.00	-
	Tuition and Fees Support Services Revenue	0.00	0.00	-
	Auxiliary enterprises revenue	7,901,878.94	8,213,810.95	103.95
	Auxiliary Support Services Revenue	4,797,696.00	4,515,566.00	94.12
	Other Operating Revenue	302,588.60	218,881.29	72.34
Sub Total		13,002,163.54	12,948,258.24	99.59
OPERATING EXPENSES	Salaries	1,945,052.00	1,477,748.96	75.97
	Benefits	576,637.72	297,703.74	51.63
	OPEB Expense	0.00	8,938.54	-
	Student Financial Aid-Scholarships	450,400.00	342,179.54	75.97
	Utilities	754,180.94	542,422.64	71.92
	Supplies and Other Services	4,834,388.90	5,012,383.86	103.68
	Equipment Expense	82,407.00	73,538.64	89.24
	Loan Cancellations and write-off	1,131.00	0.00	-
	Assessment for Support Services	0.00	0.00	-
Sub Total		8,644,197.56	7,754,915.92	89.71
NONOPERATING REVENUES (EXPENSES)	Investment Income	0.00	7,721.40	-
	Interest on capital asset related debt	-100,472.60	-50,236.30	50.00
Sub Total:		-100,472.60	-42,514.90	42.31
EXCLUDE OPERATING	Exclude - Assets	-27,500.00	-7,210.00	26.22
	Exclude - Construction	0.00	0.00	-
	Exclude - Transfers for Debt Service	-3,553,627.29	-3,543,216.92	99.71
	Exclude - Transfers for Fin Aid Match	-3,425.00	-3,425.00	100.00
	Exclude - Transfers to Plant Reserves	-672,941.09	0.00	-
	Exclude - Transfers for Scholarships	0.00	0.00	-
	Exclude - Transfers - Other	0.00	0.00	-
Sub Total:		-4,257,493.38	-3,553,851.92	83.47
OPERATING INCOME/LOSS		4,357,965.98	5,193,342.32	119.17
BUDGET BALANCE		0.00	1,596,975.50	0.00
NET ASSETS - Beginning of Year		397,383.00		
PROJECTED NET ASSETS - End of Year		397,383.00		

**Board of Governors
Financial Report
Fairmont State University
Restricted Fund
For the period as of April 16, 2009**

Revenues:

Revenues decreased	(\$1,318.81)
POTLUCK	1,000.00
Mountain State Storytelling	1,498.75
Grant Budget Clean Up and Close Out	
IHE grant	(2,674.37)
NASA ERC 06-08	(631.06)
NIH	(3.00)
NASA Space Grant 08	(509.13)

Expenditures:

Expenditures decreased	(\$2,406.74)
POTLUCK	1,000.00
Mountain State Storytelling	1,498.75
Gear Up Adjustment	(7,614.28)
Grant Budget Clean Up and Close Out	
IHE grant	(2,674.37)
NASA ERC 06-08	(631.06)
DOH 08	14.22
Spectroscopy 08	6,000.00

The budget balance of \$-695,179.36 is covered by the restricted fund cash balance of \$722,543.34 on June 30, 2008.

Fairmont State University
Actual vs Budget Statement of Revenues and Expenses

Current Year 2009 Prior Year 2008 April Current Restricted

LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year
OPERATING REVENUES	Federal Grants and Contracts	33,496,383.76	28,330,843.38	84.58%
	State/Local Grants and Contracts	6,587,103.71	5,796,291.38	87.99%
	Private Grants and Contracts	3,405,175.00	2,207,711.76	64.83%
	Other Operating Revenue	835.00	0.00	0.00%
Sub Total		43,489,497.47	36,334,846.52	83.55%
OPERATING EXPENSES	Salaries	2,213,550.79	1,283,824.71	58.00%
	Benefits	396,307.64	231,956.55	58.53%
	Student Financial Aid-Scholarships	33,396,417.00	32,277,848.53	96.65%
	Utilities	19,082.00	12,274.60	64.33%
	Supplies and Other Services	5,505,046.07	1,356,497.88	24.64%
	Equipment Expense	1,933,207.59	985,687.12	50.99%
	Assessment for Support Services	0.00	0.00	0.00%
Sub Total		43,463,611.09	36,148,089.39	83.17%
NONOPERATING REVENUES (EXPENSES)	Investment Income	0.00	0.00	
Sub Total:		0.00	0.00	0.00%
EXCLUDE OPERATING	Exclude - Assets	-68,805.00	-19,989.99	29.05%
	Exclude - Transfers for Fin Aid Match	118,644.00	118,644.00	100.00%
	Exclude - Indirect Cost Recoveries	-768,935.37	-377,494.36	49.09%
	Exclude - Transfers - Other	-45.00	-45.00	0.00%
Sub Total:		-719,141.37	-278,885.35	38.78%
OPERATING INCOME/LOSS		25,886.38	186,757.13	721.45%
BUDGET BALANCE		-693,254.99	-92,128.22	13.29%
NET ASSETS - Beginning of Year**		722,543.34		
PROJECTED NET ASSETS- End of Year		29,288.35		

**Net Assets adjusted for year end audit entries not budgeted

**Fairmont State University
Board of Governor's
Meeting of May 21, 2009**

ITEM: 2010 Budget Update

COMMITTEE: Committee of the Whole

RECOMMENDED RESOLUTION: Information Update Only

STAFF MEMBER: Rick Porto

BACKGROUND:

The appropriation that is provided by the State Legislature and the Governor will not be complete until the last week of May; thus, any presentation to you at this time must be tentative and subject to change.

This year's Education & General and Auxiliary budget plans for the 2010 fiscal year assumes a balanced budget condition as of June 30, 2009. One-time budget additions, one-time budget reductions, and known budget challenges for FY 2010 along with new revenue potential will be included in your working document.

Final approval of the 2010 FY budget will be on the agenda for the June meeting. By that time, information about state funding will be finalized.

**Fairmont State Board of Governors
Meeting of May 21, 2009**

ITEM: Folklife Center Phase 2 funding approval and bid approval.

COMMITTEE: Committee of the Whole

WHEREAS, the budget for phase 2 was approved by the Board of Governors in December, 2008 for \$635,000.

WHEREAS, bids were received on April 28, 2009 with the following bids received:

Lombardi Development Co.	\$455,000
Huffman Corporation	\$507,000
Flint Construction	\$515,000
Veritas Construction	\$529,000
G. A. Brown	\$570,000

WHEREAS, the low bid on phase 2 and final completion cost of phase 1 is less than approved budgets plus approved adjustment from August, 2008.

WHEREAS, a letter of recommendation for award to Lombardi Developments has been received from the architect dated May 4, 2009. (Letter is attached).

NOW, therefore, be it resolved that funding be appropriated out of 2009 and 2010 budgets for phase 2 of Folklife Center, and

Therefore, be it further resolved that Lombardi Development be awarded a contract for Phase 2 of Folklife Center in the amount of \$455,000.

STAFF MEMBER: Jim Decker

BACKGROUND:

Phase 1 has been completed with a final cost of \$742,439.00. Budget of phase 1 was increased last meeting to complete this phase, with the understanding that funds would be shifted from Phase 2 in order to complete phase 1.

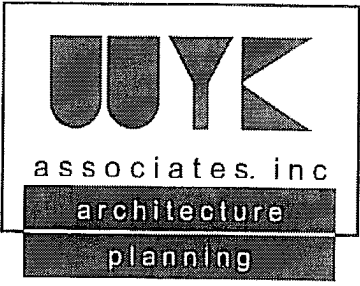
Attached sheet shows breakdown of phase 2 budget and current expected costs. Based on bids received, and after funds have been shifted between phases, available budget/contingency exists for phase 2 in the amount of \$33,789.00.

We are requesting funding approval to proceed with phase 2. As a reminder, a portion of budget is covered by 2009 capital funds and the remainder is out of 2010 capital funds.

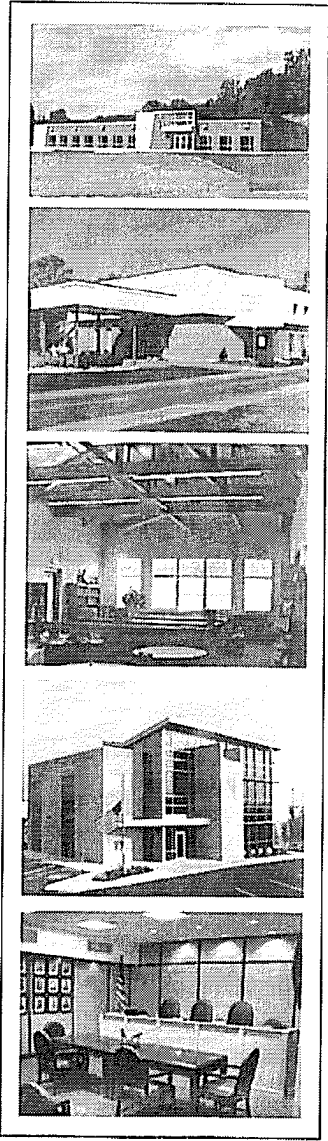
The low bidder on phase 2 is Lombardi Development Company. This is the general contractor that is currently building the addition to the Feaster Center. Other bidders on phase 2 included Huffman Corporation, Flint Construction, Veritas Contracting, and G. A. Brown.

Folklife Center Phase 1 & 2

	Original Budget	Budget Adjustments	Total Current Budget	Total Current Expected Costs	Available Budget/Contingency	Current Pending Changes	Remaining Budget After Changes
Folklife Phase 1	\$ 500,000.00		\$ 500,000.00				
Original Adjustment for change orders		\$ 176,228.00	\$ 176,228.00				
Transfer of funds from Phase 2		\$ 48,311.00	\$ 48,311.00				
Transfer of funds from Phase 2		\$ 17,900.00	\$ 17,900.00				
	\$ 500,000.00	\$ 242,439.00	\$ 742,439.00	\$ 742,439.00	\$ -		
Folklife Phase 2							
Architect Fee	\$ 25,000.00	\$ (17,900.00)	\$ 7,100.00	\$ -	\$ 7,100.00		
Construction	\$ 530,000.00	\$ (48,311.00)	\$ 481,689.00	\$ 455,000.00	\$ 26,689.00		
Utility Connections	\$ 50,000.00		\$ 50,000.00	\$ 50,000.00	\$ -		
Fix/Furn/Equip	\$ 30,000.00		\$ 30,000.00	\$ 30,000.00	\$ -		
	\$ 635,000.00	\$ (66,211.00)	\$ 568,789.00	\$ 535,000.00	\$ 33,789.00		
Combined Total	\$ 1,135,000.00	\$ 176,228.00	\$ 1,311,228.00	\$ 1,277,439.00	\$ 33,789.00	\$ -	\$ -



William E. Yoke, Jr. AIA



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May 4, 2009
Jim Decker, Facilities Director
Fairmont State University Physical Plant
1201 Locust Avenue
Fairmont, WV 26554

Re: FSU Folklife Center; Phase 2

Dear Jim:

We received bids for this project on Tuesday, April 28, 2009. A summary of those bids is attached. Lombardi Development Corporation was the low bidder at \$455,000.00. I talked to Paul Lombardi, and we reviewed the scope of work, and discussed his subcontractors. Based upon that review, we are satisfied that the low bid is in order and we are pleased to recommend that the project be awarded to Lombardi Development Corp. for the low bid amount.

Please let us know if you need any additional information or have any questions regarding this matter.

Sincerely,

WYK Associates, Inc.

William E. Yoke Jr.
William E. Yoke Jr., AIA

Cc; Lenore Montgomery; FSU
Paul Lombardi; Lombardi Development

**BID OPENING
FOLKLIFE CENTER - PHASE II**

April 28, 2009 - 2:00 pm - Physical Plant Room 20

VENDOR	Date & Time Received	Bid Bond	Affidavit	Total
Veritas Contracting	4/28/2009 13:50			\$ 529,339.00
Flint Construction	4/28/2009 13:52			\$ 515,960.00
Lombaradi Dev	4/28/2009 13:53			\$ 455,000.00
GA Brown	4/28/2009 13:53			\$ 570,000.00
Huffman Corp	4/28/2009 13:55			\$ 507,000.00

Capital Project Update: May 7, 2009

Upper Practice Field	Two sections of field have now been seeded. Remainder will be completed in the spring.
Tennis Courts	Bids have been received, low bidder is Tennis Courts Inc. Start date is tentatively set to begin May 25th. Completion time in specifications was to be 21 days. Tennis courts will be closed to public for this work to be completed.
Education Building Roof & Waterproofing	Paradigm Architecture has been selected as architect for this project. Plans are to start project in July.
Feaster Center Classroom Walls	Project is complete
Feaster Center Elevator	Masonry work is approx 75% complete. Roof work has started. Glass work is expected to start in mid-June.
Feaster Center HVAC	Submittals are into arch/engineer for approval. Installation of units is expected first of June.
Feaster Center Pool Painting	Project is complete
Feaster Center Scoreboard	Scoreboard installation is complete. Minor touch-up needs completed. Time clock reinforcement is complete.
Folk Life Center	Phase I is complete. Phase 2 bids have been received. Details explained in Agenda item.
Locust Avenue	WVDOH and all utility companies met on May 6th. Allegheny has charged routing to be along Locust Avenue. Informational item to be discussed.
College Apartments - Roof Replacement	Project is complete.
College Apartments - Wall Replacement	Upper wall installation is complete. Landscape work will proceed when weather permits.
Residence Hall furniture, boiler, egress exits, and floor covering	Furniture and floor covering are complete. Delayed egress exits are complete at Pence Hall and Prichard Hall, and Morrow Hall is started. Boiler work is complete at Morrow Hall.
Academic Fund	Hunt Haught Hall painting - project is complete
Physical Plant Small Projects	Several projects have been completed. There will be many throughout the year.

CAPITAL PROJECTS FY 2009 SUMMARY

Project	Budget		Total Budget	Expenses	Encumbrances	Available Budget
	Original Budget	Adjustments				
ATHLETIC FIELD - UPPER PRACTICE FIELD EXPANSION	\$ 20,000.00	\$ (5,000.00)	\$ 15,000.00	\$ 3,491.01	\$ -	\$ 11,508.99
ATHLETIC FIELD - TENNIS COURTS RESURFACE	\$ 60,000.00	\$ -	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00
ATHLETICS - VEHICLES	\$ 52,000.00	\$ (20,808.00)	\$ 31,192.00	\$ 31,192.00	\$ -	\$ -
EDUCATION BUILDING - EXTERIOR WATERPROOFING	\$ 185,000.00	\$ -	\$ 185,000.00	\$ -	\$ -	\$ 185,000.00
EDUCATION BUILDING - ROOF REPLACEMENT	\$ 320,000.00	\$ -	\$ 320,000.00	\$ -	\$ -	\$ 320,000.00
ENGINEERING TECHNOLOGY ADDITIONS	\$ 258,861.75	\$ 22,779.21	\$ 281,640.96	\$ 281,640.96	\$ -	\$ 0.00
FEASTER CENTER - CLASSROOM WALLS	\$ 40,000.00	\$ (28,873.40)	\$ 11,126.60	\$ 11,126.60	\$ -	\$ 0.00
FEASTER CENTER - ELEVATOR & STEPS	\$ 1,415,382.50	\$ 89,885.24	\$ 1,505,267.74	\$ 356,746.33	\$ 1,078,521.41	\$ 70,000.00
FEASTER CENTER - HVAC PHASE II	\$ 282,751.37	\$ 14,589.35	\$ 297,340.72	\$ -	\$ 297,058.00	\$ 282.72
FEASTER CENTER - POOL PAINTING	\$ 30,000.00	\$ (7,415.10)	\$ 22,584.90	\$ 22,584.90	\$ -	\$ -
FEASTER CENTER SCOREBOARD	\$ 45,000.00	\$ (15,157.30)	\$ 29,842.70	\$ 29,842.70	\$ -	\$ -
IT INFRASTRUCTURE - IT EMERGENCY BACK-UP (proj postponed - moved budget)	\$ 200,000.00	\$ (200,000.00)	\$ -	\$ -	\$ -	\$ -
KENNEDY BARN - FOLKLIFE PHASE I	\$ 500,000.00	\$ 242,439.00	\$ 742,439.00	\$ 690,012.05	\$ 52,426.95	\$ -
KENNEDY BARN - FOLKLIFE PHASE II (starts 5/2009 - \$151,689 in fy 2009; \$450,000 in fy 2010)	\$ 200,000.00	\$ 383,789.00	\$ 583,789.00	\$ -	\$ -	\$ 583,789.00
LOCUST AVENUE	\$ 429,828.00	\$ (158,114.00)	\$ 271,714.00	\$ -	\$ -	\$ 271,714.00
PUBLIC SAFETY VEHICLE	\$ 26,000.00	\$ (348.06)	\$ 25,651.94	\$ 25,651.94	\$ -	\$ (0.00)
PUBLIC SAFETY ATV	\$ 12,000.00	\$ (400.00)	\$ 11,600.00	\$ 11,600.00	\$ -	\$ -
RESIDENCE HALLS - COLLEGE APARTMENTS C/D ROOF	\$ 55,000.00	\$ 16,632.00	\$ 71,632.00	\$ 71,632.00	\$ -	\$ -
RESIDENCE HALLS - COLLEGE APARTMENTS "G" WATERPROOFING	\$ -	\$ 23,400.00	\$ 23,400.00	\$ 23,400.00	\$ -	\$ -
RESIDENCE HALLS - COLLEGE APARTMENTS RETAINING WALL	\$ 45,000.00	\$ (8,192.35)	\$ 36,807.65	\$ 36,807.65	\$ -	\$ -
RESIDENCE HALLS - FURNITURE	\$ 39,262.90	\$ -	\$ 39,262.90	\$ 39,262.90	\$ -	\$ -
RESIDENCE HALLS - MORROW HALL BOILER REPAIR	\$ 14,894.00	\$ 11,955.00	\$ 26,849.00	\$ 26,849.00	\$ -	\$ -
RESIDENCE HALLS - DELAYED EGRESS EXITS	\$ 42,000.00	\$ -	\$ 42,000.00	\$ 32,876.00	\$ 8,096.00	\$ 1,028.00
RESIDENCE HALL - PENCE HALL ASBESTOS ABATEMENT & CARPET	\$ 44,893.44	\$ 774.04	\$ 45,667.48	\$ 45,667.48	\$ -	\$ -
ACADEMIC FUND FY 2009	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 88,815.00	\$ -	\$ 11,185.00
PHYSICAL PLANT SMALL PROJECTS FY 2009	\$ 137,760.26	\$ -	\$ 137,760.26	\$ 102,884.87	\$ 6,424.66	\$ 28,450.73
LANDSCAPING FY 2009	\$ 80,000.00	\$ -	\$ 80,000.00	\$ 71,882.07	\$ 3,680.82	\$ 4,437.11
TOTALS	\$ 4,635,634.22	\$ 361,934.63	\$ 4,997,568.85	\$ 2,003,965.46	\$ 1,446,207.84	\$ 1,547,395.55

Projects Completed
CIP FY 2009

Draft revisions 5-6-09

Fairmont State University Board of Governors POLICY NO. 12

PHASED RETIREMENT

SECTION 1. GENERAL

Effective Date: July 1, 2002

A Phased Retirement Plan (PRP) shall be available for full-time employees. The Phased Retirement Plan shall include all of the following elements:

- 1) Beginning effective in the contract year immediately following an employee's 55th birthday and providing employee has 5 years of full time service or equivalent, an employee may, upon considering retirement request contract with Fairmont State University, enter its PRP. An individual may request a PRP Contract for up to three years, ~~with one year renewal after that if all parties agree.~~ At the end of the designated period of phased retirement employment, the employee will have no vested employment rights with the university.
- 2) To enter the PRP, faculty must notify in writing his or her Dean and secure the written agreement of the Provost. Non-classified and classified employees must notify in writing and secure the written approval of the immediate supervisor, the respective President's Cabinet Member, and the Human Resources Office. All requests require approval of the President. Generally, notice must be given at least 6 months in advance of the proposed effective date.
- 3) An individual who is in the PRP may, without penalty, at any time, opt to terminate his or her employment with the University as a phased retirement employee. If this option is taken, at the termination of employment in the PRP the individual will have no vested employment rights with the University.
- 4) The University will continue to provide an individual on phased retirement with all rights and privileges, which are normally extended to faculty, or staff who hold full-time status, except for benefits coverage. No employer paid benefits, other than Social Security and Worker's Compensation, will be provided under the PRP. Base Salary during the period of participation in the PRP shall be reduced to 33%, as of the effective date of the PRP contract. The employee's subsequent pay increases during the remainder of participation in the PRP will be exactly 33% of the average pay increases provided to faculty and non-classified employee's in each contract year. The classified employee's subsequent pay increases during the remainder of participation in the PRP will be exactly 33% of the raise the employee would have been paid according to the Mercer Classification and funding made available for progress toward the mercer scale.
- 5) A faculty member who opts for entry into the PRP, after notifying his/her Dean, and receiving the approval of the Provost, may either (a) teach 1/3 time in the fall semester and 1/3 time in the spring semester of a given academic year, or (b) teach 2/3 time in either the fall semester or the spring semester of a given academic year; provided that if an individual chooses to teach 2/3 time in the spring semester, all pay will be received during the spring semester.
- 6) It is the responsibility of the individual who enters the Phased Retirement Plan to contact the Benefits Office, the appropriate retirement company TIAA/CREF and other appropriate agencies to assure that the appropriate health and life insurance and other retirement benefit options are properly maintained.

ITEM: Approval of Program Review Recommendations

RECOMMENDED RESOLUTION: *Resolved*, That the Fairmont State University Board of Governors approve the degree program reviews for the Bachelor of Arts in Political Science, Bachelor of Arts in National Security and Intelligence, Bachelor of Arts in History, Bachelor of Science in History, Bachelor of Arts in Sociology, Bachelor of Science in Mathematics, and Bachelor of Science in Business Administration.

STAFF MEMBERS: Maria Rose, Provost and Vice President for Academic Affairs, Academic Deans, Department Chairs

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

Bachelor of Arts in Political Science

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

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

Bachelor of Arts in National Security and Intelligence

Recommendation: *Identification of the program for further development.*

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

Bachelor of Arts in History

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

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

Bachelor of Science in History

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

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

Bachelor of Arts in Sociology

Recommendation: *Identification of the program for further development.*

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

Bachelor of Science in Mathematics

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

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

Bachelor of Science in Business Administration

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

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

PROGRAM REVIEW
Fairmont State Board of Governors
 Format for Programs Without Specialized Accreditation

Date Submitted May 01, 2009

Program Bachelor of Arts Degree in Political Science
 Degree and Title

INSTITUTIONAL RECOMMENDATION

The institution is obligated to recommend continuance or discontinuance of a program and to provide a brief rationale for its recommendation:

- 1. Continuation of the program at the current level of activity;
- 2. Continuation of program with corrective action (for example, reducing the range of optional tracks or merging programs);
- 3. Identification of the program for further development (for example, providing additional institutional commitment);
- 4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
- 5. Discontinuation of the Program

Rationale for Recommendation:

The Political Science program is a growing and valuable program at Fairmont State University. The program has been revised in recent years to increase enrollment and to increase upper level course offerings. The program has grown significantly because of the curriculum changes and the recent hire of a nationally recognized political scientist. The number of majors over the past two years has increased from 30 to 54. The enrollment number of incoming freshman for the fall 2009 who have declared political science as their major is 20. This is the largest number in ten years. The program also continues to offer important service courses. The program continues to make strides in assessment. A review of the program outcomes and assessments along with all course outcomes and assessments have occurred over the past two years. Unfortunately, the program lost one full time faculty member when the faculty member retired and was not replaced. There are only two full-time faculty members for a program that provides numerous service courses and has 54 majors. Additional, faculty support is needed.

Diana C. Nune
 Signature of person preparing report:

May 10, 2009
 Date

Deanna Shields
 Signature of Dean or School Head

May 10, 2009
 Date

Navia C. Rose
 Signature of Provost and Vice President for Academic Affairs:

5/10/09
 Date

Mark J. W. Lewis
 Signature of President:

5/11/09
 Date

 Signature of Chair, Board of Governors:

 Date

EXECUTIVE SUMMARY

A brief summary of the political science program review report.

- The Bachelor of Arts degree in Political Science is a degree that is designed to provide students with an understanding of the political process in its many manifestations, including the structure of government institutions, the political behavior of individuals and groups, the study of political problems characteristic of modern societies, and a consideration of the interrelationships of institutions at different levels of government.
- The program of study has been revised in recent years to increase enrollment and to increase upper level course offerings. The program no longer requires a foreign language requirement. Many students were primarily interested in applying to law schools and the foreign language requirement deterred some students from choosing political science as a major. Nevertheless, political science majors are strongly encouraged to take foreign languages. The curriculum was also revised to add upper level courses in Global Affairs, Public Administration, and State & Local Government.
- The political science program has made some important hires. The program hired a nationally recognized political scientist as a tenured track faculty member in 2007. The program also recently hired an adjunct faculty member to teach Farsi language and Persian culture. Fairmont is the only institution in the State of West Virginia or within 300 miles that provides Farsi language and Persian culture as a course option.
- The political science program has grown significantly because of the curriculum and staff additions. The number of majors over the past two years has increased from 30 to 54. The enrollment number of incoming freshman for the fall of 2009 who have declared political science as their major is 20. This is the largest number in ten years.
- With the growth of the program there are some concerns. The program lost one full time faculty member when the faculty member retired and was not replaced. There are only two full time faculty members for a program that provides numerous service courses and has 54 majors. Additional faculty support may be necessary in the near future.
- The political science program has made and continues to make great strides in the assessment area. The political science program and Fairmont State University now document assessment materials on a computer program known as TaskStream. This program provides an archive for program documentation, and a database for program analysis and improvement. A review of the program outcomes and assessments and a review of all course outcomes and assessments have occurred over the past two years.
- The political science program will begin using a major field test developed by Educational Testing Service starting fall 2009. This measure will help determine whether the program outcomes have been met.

- ◊ The political science program is also developing a database documenting job placement of graduates.
- ◊ The political science program has been more successful over the past two years in retaining majors because of the advisor database that provides concise information concerning students' grade point averages, course schedules, and registration status.
- A political science advisory committee consists of: the Honorable Alan B. Mollohan, State Delegate Mike Caputo, Manager Bruce McDaniel, Attorney Patrick Wilson and two political science students.

Program Bachelor of Arts Degree in National Security and Intelligence
Degree and Title

INSTITUTIONAL RECOMMENDATION

The institution is obligated to recommend continuance or discontinuance of a program and to provide a brief rationale for its recommendation:

- 1. Continuation of the program at the current level of activity;
- 2. Continuation of program with corrective action (for example, reducing the range of optional tracks or merging programs);
- 3. Identification of the program for further development (for example, providing additional institutional commitment);
- 4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
- 5. Discontinuation of the Program

Rationale for Recommendation:

Fairmont State University is the only institution in the state of West Virginia that offers this major. Other institutions have a concentration within another program but not a specific major. The National Security and Intelligence program is one of the fastest growing programs at Fairmont State University. During the short five year period since it began, the program has 31 majors and 15 new incoming freshmen for academic year 2009/2010. It is important to note that there has been minimal advertisement for the program because of fiscal constraints. It is believed that the program could easily double the number of majors in just two years with advertisement. Unfortunately, despite the growth of the program the major does not have a single faculty member. The national security and intelligence courses have been taught by a qualified political science tenure track professor, however, considering there are only two full-time tenured track political science professors, this has put a strain on the political science program. The program is making strides in assessment and program development. A review of program outcomes and assessments along with all course outcomes and assessments have occurred over the past two years. In sum, the program needs additional institutional commitment with the hire of at least one faculty member for the program.

Diana C. Moore
Signature of person preparing report:

May 10, 2009
Date

Deanna Shields
Signature of Dean or School Head

May 10, 2009
Date

Marion C. Roe
Signature of Provost and Vice President for Academic Affairs:

5/10/09
Date

Charles F. McLean
Signature of President:

5/11/09
Date

Signature of Chair, Board of Governors:

Date

EXECUTIVE SUMMARY

A brief executive summary of the national security and intelligence program review report.

- The Bachelor of Arts Degree in National Security and Intelligence is a degree designed to provide students with the necessary background to pursue careers as research and/or intelligence analysts in government agencies and private enterprise. The work of these analysts, whether relating to national security or criminal investigative activities, involves the preparation of assessment based on the collection, correlation, and analysis of intelligence data.
- The program of study was initially named Intelligence Research Analysis. The program was renamed in January 2008 to National Security and Intelligence to more accurately reflect the program and attract more students. The name change has yielded immediate results with the largest incoming freshman class ever. As a result in the short five year period since it began, the program has 31 majors and 15 new incoming freshmen for the academic year 2009-2010. It is one of the fastest growing majors on campus. It is important to note that there has been minimal advertisement for the program because of fiscal constraints. The program could easily double the number of its majors in just two years with advertisement.
- Students are admitted to the national security and intelligence program on a provisional basis. Students must submit an application to the program advisor and successfully complete an interview. Students must also pass a general background test. The program advisor conducts an annual review of the academic progress of all students enrolled in the program. Students whose grade point average falls below 2.5 or who might otherwise exhibit behavior that is not conducive to ensuring employment in this field will be placed on probation or dropped from the program, depending on the outcome of the review.
- In addition to the intelligence courses, the program incorporates many political science and history courses into the curriculum. Students receive a broad array of courses to prepare them for positions following graduation.
- Students who successfully complete the program have many career opportunities. These opportunities will only increase because of the increased emphasis on national security and the technological advancements that are continually evolving. In fact, the federal government generally lists at least 2,700 intelligence analyst positions available on its website, www.usajobs.gov.
- Fairmont State University is the only institution in the state of West Virginia that has a National Security and Intelligence major. Other programs have a concentration within another program but not a specific major. As a result, Fairmont State University has numerous individuals both in and out of the state of West Virginia who are interested in the program.
- Despite the growth of the program there are some concerns. The primary concern is that one of the fastest growing majors on campus does not have a single faculty member. The intelligence

courses have been taught by a qualified political science tenure track professor; however, considering there are only two full-time tenure track political science professors at Fairmont State University, this puts a strain on the political science program. Fortunately, Fairmont State University has employed a nationally recognized expert and leader in the intelligence field as a lecturer and contract employee. However, his primary responsibility is to secure grants and contracts. He also is self-supporting through these grants and contracts.

- The national security and intelligence program is making great strides in the assessment area. The program documents assessment materials on a computer program known as TaskStream. This program provides an archive for program documentation, and a database for program analysis and improvement. A review of program outcomes and assessments, along with all course outcomes and assessment have occurred over the past two years.
- The national security and intelligence program is developing a database documenting job placement of graduates. This is an exciting time because our students are beginning to hit the job market. There has been great success, including placements with the Federal Bureau of Investigation, Defense Intelligence Agency, and private enterprise. The database will reflect this information so current graduates can reach out to alumni employed by the various agencies and enterprises.

PROGRAM REVIEW
Fairmont State Board of Governors
Format for Programs Without Specialized Accreditation

Date Submitted May 1st, 2009

Program Bachelor of Arts/Bachelor of Science in History
Degree and Title

INSTITUTIONAL RECOMMENDATION

The institution is obligated to recommend continuance or discontinuance of a program and to provide a brief rationale for its recommendation:

1. Continuation of the program at the current level of activity;
2. Continuation of program with corrective action (for example, reducing the range of optional tracks or merging programs);
3. Identification of the program for further development (for example, providing additional institutional commitment);
4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
5. Discontinuation of the Program

Rationale for Recommendation:

The History Program draws upon a broad curriculum that encompasses regional, national and international history, as well as special topics such as the revolutions in history and diplomatic history. The History Program now offers both the B.A. and B.S. degrees, providing students with both a traditional and modern history approach. This choice has led to program growth over the past five years. The number of majors has increased from 39 to 65, while the number of graduates has increased from 7 to 13 over the past five years. Additionally, the History Program continues to be a heavy general studies service area for the University. Progress has been made in the area of assessment, and continues to be a priority. Although the program is operating with only one tenured faculty member, it is planned that the two temporary positions will be advertised and filled during the next academic year. It is also possible that the Pierpont faculty position in history could become a university position.

Marie C. Rome
Signature of person preparing report:

May 10, 2009
Date

Deanna Shields
Signature of Dean or School Head

May 10, 2009
Date

Marie C. Rome
Signature of Provost and Vice President for Academic Affairs:

5/10/09
Date

Ward J. McLean
Signature of President:

5/11/09
Date

Signature of Chair, Board of Governors:

Date

EXECUTIVE SUMMARY

A brief executive summary of the history program reviews (B.A. and B.S.).

- The history program draws upon a broad curriculum that encompasses regional, national, and international history, as well as special topics such as the revolutions in history and diplomatic history. The history program offers two types of majors. The Bachelor of Arts Degree has the traditional emphasis on language skills, especially through study of a foreign language. It is a good choice for students thinking about postgraduate study. The Bachelor of Science degree develops basic capabilities in statistics and computer science. It is a good choice for students interested in the modern science approach to historical understanding.
- Students completing a baccalaureate degree in history may enter professional practice in academic history (teaching and writing), public history (archives and special research, consultancy) or publishing (print, electronic, film and television documentary). The history major also provides excellent preparation for careers in law, government, politics, foreign service, historical preservation, and journalism.
- The history program has grown over the past five years. The number of majors has increased from 39 to 65. The number of graduates has increased from 7 to 13 over the past five years.
- The history program serves the bachelor's of arts and the bachelor's of science curriculum by offering service courses. The National Security and Intelligence requires five history classes. Plus, a number of history courses are required or recommended as electives in a number of other programs, such as Education, Nursing, Criminal Justice, and National Security and Intelligence.
- The history program is considering the adoption of a history major field test developed by Educational Testing Service. This is a nationally developed test that will provide objective evidence that students majoring in history are meeting the learning outcomes for the program. This test will assist the history program in measuring and demonstrating the educational quality of the program.
- There are some concerns in the history program. The program has two faculty members who are classified as temporary. Another faculty member is employed by Pierpont Community College even though he teaches ten courses for the university per academic year. Therefore, there is only one full-time tenured faculty member for a program that provides numerous service courses and has 65 majors. It is planned that the two temporary positions will be advertised and filled as tenure-track positions next academic year.
- Another area of concern is about the off-campus courses offered. Even though Fairmont State University shares four of the history courses with Pierpont Community and Technical College, Pierpont hires instructors to teach courses in the off-campus branches.
- The program is working to establish an advisory board, which should be in place for Fall 2009.

- The history program has made and continues to make great strides in the assessment area. The history program and Fairmont State University now document assessment materials on a computer program known as TaskStream. The program provides an archive for program documentation, and a database for program analysis and improvement. A review of the programs' outcomes and assessments, along with all course outcomes and assessments has occurred over the past two years.
- The last five year program review resulted in a recommendation to continue with corrective action. The corrective measure specifically focused on assessment. The program now has documented program and individual course outcomes, assessment methods, and successful completion criteria identified and stored in TaskStream.

PROGRAM REVIEW
Fairmont State Board of Governors
Format for Programs Without Specialized Accreditation

Date Submitted April 25, 2009

Program Bachelor of Science in Sociology with new emphasis in Population Studies
Degree and Title

INSTITUTIONAL RECOMMENDATION

The institution is obligated to recommend continuance or discontinuance of a program and to provide a brief rationale for its recommendation:

- 1. Continuation of the program at the current level of activity;
- 2. Continuation of program with corrective action (for example, reducing the range of optional tracks or merging programs);
- 3. Identification of the program for further development (for example, providing additional institutional commitment);
- 4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
- 5. Discontinuation of the Program

Rationale for Recommendation: The program for the Bachelor of Science in Sociology is currently understaffed with only one PhD level instructor, one other full time instructor, and one half time instructor. This program has initiated a new emphasis integrating the application of Global Positioning Systems in a sociological world view and has grown considerably since the previous five year review was completed. Off campus offerings of lower level courses have increased from 18 per year in the 2004 review to 30 per year in the 2009 review. The on-campus majors has increased from an average 47 a year to 53 a year and the number of graduates has increased from 7 a year to 17 a year. The student numbers indicate growth and increased student retention.

Clarence Robinson
Signature of person preparing report:

May 10, 2009
Date

Deanna Shields
Signature of Dean or School Head

May 10, 2009
Date

Maria C. Roe
Signature of Provost and Vice President for Academic Affairs:

5/10/09
Date

Mark J. McCain
Signature of President:

5/11/09
Date

Signature of Chair, Board of Governors:

Date

EXECUTIVE SUMMARY

A brief executive summary of the sociology program review report.

- The Bachelor of Science degree in Sociology is designed to enhance the student's ability to understand various forms of social and cultural interaction. With an emphasis on both sociological and anthropological theory and research, the sociology degree is a useful preparation for advanced graduate study, as well as entry level employment.
- Students with a Bachelor of Science degree in Sociology frequently find employment in entry-level positions within public administration, advertising, business, social service agencies, health services, community planning and teaching. Many sociology majors pursue graduate study in such areas as sociology, social work, public administration, anthropology, and law.
- The General Emphasis Program expands a student's ability to question and understand various forms of interaction in social and cultural systems. The course of study will provide knowledge of the theories and constructs in sociology and anthropology, the use of concepts and research techniques in sociological investigation, and background in sociological theory.
- The Populations Studies Program provides students with the knowledge to identify and predict population movements and its potential effect on economics, crime rate, geography, and other demographic concerns. Topics will cover applications of Geographic Information Systems (GIS), applied research techniques, data mining, and other areas relevant to population studies.
- The number of graduates has increased from a total of 35 in the previous five years to a total of 93 for the current review.
- Students often complete a minor in sociology.
- Sociology courses are required in Education (Social Studies concentration), Criminal Justice, and Health Science programs.
- Outcomes and assessments have been identified for the sociology program and have been placed into TaskStream.
- Adjunct use has decreased over the five year reporting period and is currently less than half of what it was at the beginning of the reporting period. This has occurred without an increase in full-time faculty but with an increase in total students served.
- The last program review recommendation was for continuation of program with corrective action. That review determined that the program met the four required program characteristics of adequacy, viability, necessity, and consistency with the mission of Fairmont State University; however, the program lacked a comprehensive assessment program that ensures student learning.

- The retention rate for students in the sociology major is 79.5%.
- The new population studies emphasis that integrates sociology and geography is expected to attract many new students through application and exposure to the growing technical area of Geographic Information Systems (GIS). The use of GIS technology in the classroom provides students with techniques to discover the value of community and global information and its application to numerous fields including sociology, geography, political science, criminal justice, biology, health science, and many others.

PROGRAM REVIEW
Fairmont State Board of Governors
Format for Programs Without Specialized Accreditation

Institution: Fairmont State University

Date Submitted: 4/24/09

Program: Bachelor of Science in Mathematics

Degree and Title

INSTITUTIONAL RECOMMENDATION

The institution is obligated to recommend continuance or discontinuance of a program and to provide a brief rationale for its recommendation:

1. Continuation of the program at the current level of activity;
2. Continuation of program with corrective action (for example, reducing the range of optional tracks or merging programs);
3. Identification of the program for further development (for example, providing additional institutional commitment);
4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
5. Discontinuation of the Program

Rationale for Recommendation:

The math program at Fairmont State University (FSU) provides students with a quality educational experience that prepares them for a variety of careers upon graduation. The curriculum supports numerous academic programs on the campus of FSU, and the faculty provides a supportive environment in assisting students to master course content and program outcomes. The efforts extended by the faculty in helping students to be successful are beyond what is normally expected of the faculty, and the faculty is commended for these efforts.

The faculty needs to address student recruitment and retention. Further, the faculty must continue the collection and analysis of assessment data on a yearly basis. Program improvements in the future should be based on this assessment data being collected. It is necessary for the faculty to adjust course sequencing to reduce the number of low enrolled courses and the number of electives offered each semester. The faculty must also reduce the number of independent studies they undertake so that they can devote more time to student recruitment, retention, new curriculum development, and their own professional development. The faculty should also have discussions with other program areas on campus to address the duplication of Calculus based courses.

Lastly, the institution must address the need for more faculty to support the math program. While the numbers of majors in the program are low, the math program is clearly understaffed, and we are utilizing far too many adjuncts to meet programmatic needs. This is detrimental to fostering new initiatives, increasing the number of majors, and improving student success. The Dean of the College of Science and Technology highly recommends the continuation of this program.

Signature of person preparing report:

Date

Signature of Dean or School Head

Date

Monica C. R.

Signature of Provost and Vice President for Academic Affairs:

5-8-09

Date

Thomas J. McKeen

Signature of President:

5-11-09

Date

Signature of Chair, Board of Governors:

Date

EXECUTIVE SUMMARY

A brief executive summary of the mathematics program review report.

- The Bachelor of Science degree in Mathematics provides students with critical thinking, logical reasoning, paying attention to detail, using precise language, and problem solving skills. These are skills that make one successful as a scientist, a systems analyst, a statistician, a market analyst, an industrial consultant, a cryptologist, an economist, a physician, a manager, a lawyer, and a host of other careers.
- The math program at Fairmont State University provides students with a quality educational experience that prepares them for a variety of careers upon graduation. Students are employed at public schools, banks, local industry, and others. Several graduates choose to pursue a graduate degree.
- The curriculum supports numerous academic programs on the campus of Fairmont State University, and the faculty provides a supportive environment in assisting students to master course content and program outcomes.
- State requirements for education degrees changed so that all candidates for secondary education degree must complete the equivalent of a major in their field. Thus, math education majors must complete the requirements for a B. S. in Mathematics. Students interested in teaching at the secondary level are able to complete the requirements for both the mathematics and education degree as the minor required for the B.S. degree.
- The faculty needs to address student recruitment and retention in order to improve the number of majors and the number of graduates in the program. Faculty will not offer as many independent studies as they have in the past so that they may focus on recruitment and retention initiatives.
- The mathematics department consists of five full-time faculty members who teach only mathematics courses, one member who teaches half mathematics and half physics, and one member whose position is 25 percent mathematics and 75 percent physics.
- Each term there are from nine to eighteen part-time faculty members teaching classes at the main campus, at the Caperton Center, or off-campus.
- Students are requested, but not required to sit for the Educational Testing Service major exam in mathematics; the mean score of students who have taken the exam from 2003 to 2008 is 152.1 and the national mean is 155.9.
- Over the same time period, thirteen of fourteen candidates for the B.A. in Education with 5-adult Math specialization passed the PRAXIS exam, as did twenty-five of the twenty-eight candidates for the B.A. in Education with 5-9 Math specialization.

- The collection and analysis of assessment data on a yearly basis must be continued. Outcomes and assessments have been completed for 1100 and 2200 level courses.
- An advisory board has been formed and is comprised of three mathematics faculty members from local public schools, two faculty members from higher education outside Fairmont State University, one NASA engineer, one professional with mathematics background, and one recent graduate from Fairmont State University with several years experience in industry.
- The Bachelor of Science degree program was recently cited as a low productivity program by the West Virginia Higher Education Policy Commission because of the number of graduates and majors in the field; however, an exemption was approved by the Higher Education Policy Commission based on the critical need for mathematics teachers and mathematicians, because of the negative impact the elimination of the B.S. in Mathematics would have on other degree programs, and because of the ongoing efforts to recruit and retain students.
- The previous program review recommended continuation of the Bachelor of Science in Mathematics program.
- Math education programs are fully accredited by NCATE.

PROGRAM REVIEW
Fairmont State Board of Governors

Date Submitted: May 2009

Program: B.S. Degree - Business Administration


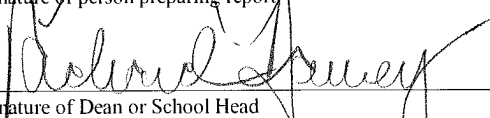

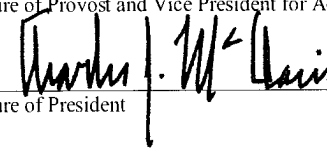
INSTITUTIONAL RECOMMENDATION

The institution is obligated to recommend continuance or discontinuance of a program and to provide a brief rationale for its recommendation:

- 1. Continuation of the program at the current level of activity;
- 2. Continuation of the program with corrective action (for example, reducing the range of optional tracks or merging programs);
- 3. Identification of the program for further development (for example, providing additional institutional commitment);
- 4. Development of a cooperative program with another institution, or sharing courses, facilities, faculty, and the like;
- 5. Discontinuation of the Program

Rationale for Recommendation:

Based on current enrollment data, numbers of graduates, service courses that support numerous other programs across campus, and consistency with the institutional mission, the program should continue at its current level of activity.

 _____ Signature of person preparing report	5/11/2009 _____ Date
 _____ Signature of Dean or School Head	5/11/2009 _____ Date
 _____ Signature of Provost and Vice President for Academic Affairs	5/11/2009 _____ Date
 _____ Signature of President	5/11/09 _____ Date
_____ Signature of Chair, Board of Governors	_____ Date

EXECUTIVE SUMMARY

A brief executive summary of the business administration program review report.

- The School of Business offers Bachelor of Science degrees in Accounting, Information Systems, and Business Administration. Concentrations with the Business Administration degree include: Business Management, Entrepreneurial Studies, Finance, General Business, Hospitality Management, Human Resource Management, Marketing and Sport Management. Students may also obtain a Bachelor of Arts in Education, specializing in Business Education – Comprehensive.
- Total enrollments range from a low of 623 in Spring 2009 (preliminary data) to a high of 825 in Fall 2005. The average enrollment from 2003 to the present is 746 students.
- Data for the periods from Fall 2004 through Fall 2008 for full-time, first-time cohorts reflect an average high school grade point average of 3.21, an average ACT composite score of 20.77, and an average SAT composite score of 959.83.
- Graduation data for the last five years indicate that rates have ranged from a low of 117 to a high of 162 graduates. The average for the five year period is 140 graduates. The concentration with the largest number of graduates is General Business, with 214 total graduates for the five year period. The second highest concentration is Business Management, with 143 graduates for the five year period.
- Many graduates plan to pursue a graduate degree. In a recent graduate survey, over half of the respondents indicated that they planned to attend a graduate school.
- Students completing this major can expect to find employment in retailing, banking, insurance, manufacturing, health service, government, technology, and other industries.
- There are thirteen business courses that have been offered through the Virtual Online Campus.
- During 2007-2008 the assessment plan for the Business Administration degree program was revised to reflect changes in program outcomes and updated course learning outcomes along with performance measures. Currently, there are outcomes for all Business Core courses.
- The School of Business was granted full accreditation by the Association of Collegiate Business Schools and Programs (ACBSP) in 2004; this accreditation is valid until 2015.
- The School of Business was granted full accreditation by the International Assembly for Collegiate Business Education (IACBE) in 2004; this accreditation is valid until 2013.
- The School of Business has established the capacity for students to complete all of the business course requirements for a business administration degree at the Caperton Center in Clarksburg, West Virginia, as well as on the main campus.

- Business administration courses support the Fairmont state University general studies curriculum as well as numerous other degree programs at Fairmont state University and Pierpont Community and Technical College. These programs include Occupational Safety (BS), Information Systems (BS), Accounting (BS), Business Education (BA), Aviation Technology (BS), Health Science (BS), Allied Health Administration (BS), Nursing (BS), National Security & Intelligence (BA), Political Science (BA), Social Studies (BA), Civil Engineering Technology (BS), and many other programs.
- The last program review was performed in 2004 with no corrective actions mandated.

Fairmont State University Board of Governors
Meeting of May 21, 2009
Falcon Center Board Room
1:30 p.m.

AGENDA

Call to Order

1. Opening Comments
2. Last Call for Public Comment Sign-up
3. Approval of Minutes (4/9/09)

Tab 1 Action Item

Operations Reports

1. Faculty Senate Report (*Chuck Shields*)
2. Classified Staff Report (*Harriet Bower*)
3. Student Government Report (*Kelley Bronson*)
4. Foundation Report (*Jean Ahwesh*)
5. Alumni Association Report (*Devanna Corley*)
6. Athletic Association Report (*Rusty Elliott*)
7. President's Report (*Charles J. McClain*)
8. Chairman's Report (*Andy Kniceley*)

Committee of the Whole

1. Financial Report (*Rick Porto*)
2. 2010 Budget Update (*Rick Porto*)
3. Folklife Center Bid (*Jim Decker*)
4. Capital Project Updates (*Jim Decker*)
5. Proposed Revision of Policy 12, Phased Retirement (*Sarah Hensley*)
6. Approval of the Following Program Reviews (*Maria Rose*)
 1. Bachelor of Arts in Political Science
 2. Bachelor of Arts in National Security and Intelligence
 3. Bachelor of Arts in History
 4. Bachelor of Science in History
 5. Bachelor of Arts in Sociology
 6. Bachelor of Science in Mathematics
 7. Bachelor of Science in Business Administration

Tab 2 FYI

Tab 3 FYI

Tab 4 Action Item

Tab 5 FYI

Tab 6 FYI

Tab 7 Action Item

Old Business

New Business

Public Comment

Possible Executive Session

_____ moved pursuant to 6-9A-4(b)2A of the WV Code that the Board shall go to into Executive Session to discuss personnel and personnel matters, which if discussed in public might adversely affect the reputation of any person.

Next meeting date is Thursday, June 18, 2009 in the Board Room – Falcon Center

Notes