

Schedule  
Fairmont State University Board of Governors  
June 18, 2009

Falcon Center Board Room  
Fairmont State University

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

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

Fairmont State University Board of Governors  
**Meeting of June 18, 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 (5/21/09) *Tab 1 Action Item*

**Committee of the Whole**

1. Financial Report (*Rick Porto*) *Tab 2 FYI*
2. Fund Manager Spend Down Report (*Rick Porto*) *Tab 3 FYI*
3. Approval of FY2010 Capital Projects (*Rick Porto*) *Tab 4 Action Item*
4. Approval of the FY2010 Budget (*Rick Porto*) *Tab 5 Action Item*
5. Approval of FY2010 Chargeback Agreement (*Rick Porto*) *Tab 6 Action Item*
6. Approval of Annual Graduate Degree Reports (*Maria Rose*) *Tab 7 Action Item*
7. Approval of the Phased Retirement Policy Revisions (*Sarah Hensley*) *Tab 8 Action Item*
8. Capital Project Updates (*Jim Decker*) *Tab 9 FYI*
9. Election of Officers *Action Item*
10. Discussion of dates for BOG 2009-2010 meetings

**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.

**Fairmont State University**  
**BOARD OF GOVERNORS**  
**MINUTES**  
May 21, 2009

**1. Call to Order**

A meeting of the Fairmont State University Board of Governors was held on May 21, 2009 beginning at 1:30 p.m. in the Board Room of the Falcon Center. Present at the meeting were Board Members: Jeffery Barr, Janet Crescenzi, James Kettering, Bob Kittle, Andy Kniceley, Rocco Muriale, Mark Pallotta, Shirley Stanton, Skip Tarasuk, Donna Trickett and Ron Tucker. Board member Galen Hansen was absent. Also in attendance were: FSU Interim President Charles J. McClain, President-elect Thomas L. Krepel, Jim Decker, Sarah Hensley, Rick Porto, Maria Rose and David Tamm.

**2. Approval of Minutes**

Bob Kittle moved the minutes of April 9, 2009 meeting be approved. Rocco Muriale seconded. Motion carried.

**3. Operation Reports**

- 1) Chuck Shields reported for Faculty Senate and presented a plaque in appreciation to Dr. McClain.
- 2) Harriet Bower reported for Classified Staff Council
- 3) Emily Miller reported for Student Government
- 4) Keith Foster reported for Foundation
- 5) Devanna Corley reported for Alumni Association and presented Dr. McClain with a memory collage of pictures depicting functions attended during his time here.
- 6) Rusty Elliott reported for Athletic Association
- 7) Andy Kniceley gave the Chairman's Report and presented Dr. McClain with a plaque, lifetime membership passes for him and his wife to FSU functions and facilities, and a thank you gift in appreciation for his contribution as Interim President.
- 8) Charles J. McClain gave the President's Report and gave heartfelt comments showing his appreciation to the Board of Governors, faculty, staff, students and the community for their support and friendship.

**4. Committee of the Whole**

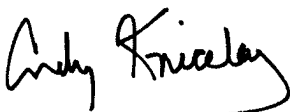
1. Shirley Stanton moved that funding be appropriated out of 2009 and 2010 budgets for phase 2 of the Folklife Center and that Lombardi Development be awarded a contract in the amount of \$455,000. Rocco Muriale seconded. Motion carried.
2. Rocco Muriale moved that the FSU BOG approve the degree program 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. Donna Trickett seconded. Motion carried.

**5. Executive Session**

Rocco Muriale moved pursuant to 6-9A-4(b)2A(9) of the WV Code that the Board shall go into Executive Session to consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision. Janet Crescenzi seconded. Motion carried.

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

There being no further business, meeting was adjourned.



Chairman

**Fairmont State University  
Financial Report  
Board of Governors  
Unrestricted Fund  
for the period through May 15, 2009**

The Unrestricted Fund budget balance projected through June 30, 2009 is a negative \$-335,022. This deficit includes \$-553,688 of the Board of Governor approved fund managers spend down plan.

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

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year
<b>OPERATING REVENUES</b>	Tuition & Fees	20,305,583.00	20,045,270.81	98.72
	Tuition and Fees Support Services Revenue	527,829.00	497,579.00	94.27
	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	(15.00)	-
	Operating Costs Revenue	2,457,204.88	1,822,553.68	74.17
	Support Services Revenue	3,594,818.12	2,414,958.31	67.18
	Other Operating Revenue	472,695.00	414,582.72	15.99
<b>Sub Total</b>		<b>28,626,389.00</b>	<b>26,428,043.37</b>	<b>92.32</b>
<b>OPERATING EXPENSES</b>	Salaries	21,567,077.18	18,019,849.07	83.55
	Benefits	5,594,189.43	4,384,003.26	78.37
	OPEB Expense	0.00	123,319.68	-
	Student Financial Aid-Scholarships	1,333,425.00	1,242,385.93	93.17
	Utilities	1,451,837.00	1,275,698.47	87.87
	Supplies and Other Services	7,091,701.65	5,417,382.02	76.39
	Equipment Expense	1,086,252.03	1,289,806.61	118.74
	Loan Cancellations and write-off	0.00	0.00	-
	Fees retained by the Commission	166,151.00	167,829.00	101.01
	Assessment for Faculty Services	1,502,589.00	1,485,561.00	98.87
	Assessment for Support Services	214,281.72	144,090.63	67.24
	Assessment for Tuition, Aux, & Capital Costs	2,862,411.00	2,700,611.00	94.35
	Assessment for Operating Costs	245,834.17	187,958.04	76.46
<b>Sub Total</b>		<b>43,115,749.18</b>	<b>36,438,494.71</b>	<b>84.51</b>
<b>NONOPERATING REVENUES (EXPENSES)</b>	State Appropriations	13,769,754.00	13,769,754.00	100.00
	Gifts	34,130.00	25,000.00	73.25
	Investment Income	266,166.00	136,205.29	51.17
	Interest on capital asset related debt	0.00	0.00	-
<b>Sub Total:</b>		<b>14,070,050.00</b>	<b>13,930,959.29</b>	<b>99.01</b>
<b>EXCLUDE OPERATING</b>	Exclude - Assets	(611,539.00)	(222,388.67)	36.37
	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	439,395.18	57.14
	Exclude - Transfers for Capital Projects	96,978.00	96,978.00	100.00
	Exclude - Transfers - Other	20.45	20.45	-
<b>Sub Total:</b>		<b>84,287.85</b>	<b>143,897.96</b>	<b>170.72</b>
<b>OPERATING LOSS WITHOUT STATE APPROPRIATIONS</b>		<b>(14,489,360.18)</b>	<b>(10,010,451.34)</b>	<b>69.09</b>
<b>BUDGET BALANCE</b> (Includes \$553,688 spend down of fund manager funds)		<b>(335,022.33)</b>	<b>4,064,405.91</b>	<b>(1,213.17)</b>
<b>NET ASSETS - Beginning of Year</b>		<b>6,045,284.27</b>		
<b>PROJECTED NET ASSETS - End of Year</b>		<b>5,710,261.94</b>		

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 May 15, 2009**

The budget balance for the Auxiliary Fund is projected to be \$0.00 with a transfer to plant reserves of \$603,341. Housing operating budget was increased to purchase beds, mattresses, and other furniture needs to the apartments and Pritchard Hall dorm prior to the end of this fiscal year. This will reduce planned transfer to housing plant reserve by \$70,000. Housing's transfer to plant reserve will still be approximately \$418,000.

FSU Auxiliary Support  
Actual vs Budget Statement of Revenues and Expenses

Current Year 2009      May      Auxiliary  
Auxiliary - Bd. Of Governors

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year
<b>OPERATING REVENUES</b>	Tuition and Fees	0.00	0.00	-
	Tuition and Fees Support Services Revenue	0.00	0.00	-
	Auxiliary enterprises revenue	7,901,878.94	8,254,271.60	104.46
	Auxiliary Support Services Revenue	4,797,696.00	4,539,749.00	94.62
	Other Operating Revenue	305,588.60	242,201.92	79.26
<b>Sub Total</b>		<b>13,005,163.54</b>	<b>13,036,222.52</b>	<b>100.24</b>
<b>OPERATING EXPENSES</b>	Salaries	1,944,825.00	1,699,315.26	87.38
	Benefits	576,864.72	347,793.08	60.29
	OPEB Expense	0.00	10,838.86	-
	Student Financial Aid-Scholarships	450,400.00	335,755.94	74.55
	Utilities	754,180.94	614,720.71	81.51
	Supplies and Other Services	4,837,988.90	5,233,096.74	108.17
	Equipment Expense	79,407.00	106,162.96	133.69
	Loan Cancellations and write-off	1,131.00	0.00	-
	Assessment for Support Services	0.00	0.00	-
<b>Sub Total</b>		<b>8,644,797.56</b>	<b>8,347,683.55</b>	<b>96.56</b>
<b>NONOPERATING REVENUES (EXPENSES)</b>	Investment income	0.00	7,721.40	-
	Interest on capital asset related debt	-100,472.60	-100,472.60	100.00
<b>Sub Total:</b>		<b>-100,472.60</b>	<b>-92,751.20</b>	<b>92.31</b>
<b>EXCLUDE OPERATING</b>	Exclude - Assets	-99,500.00	-7,210.00	7.25
	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	-603,341.09	0.00	-
	Exclude - Transfers for Scholarships	0.00	0.00	-
	Exclude - Transfers - Other	0.00	0.00	-
<b>Sub Total:</b>		<b>-4,259,893.38</b>	<b>-3,553,851.92</b>	<b>83.43</b>
<b>OPERATING INCOME/LOSS</b>		<b>4,360,365.98</b>	<b>4,688,538.97</b>	<b>107.53</b>
<b>BUDGET BALANCE</b>		<b>0.00</b>	<b>1,041,935.85</b>	<b>0.00</b>
<b>NET ASSETS - Beginning of Year</b>		<b>397,383.00</b>		
<b>PROJECTED NET ASSETS - End of Year</b>		<b>397,383.00</b>		

**Board of Governors  
Financial Report  
Fairmont State University  
Restricted Fund  
For the period as of May 15, 2009**

**Revenues:**

<b>Revenues decreased</b>	<b>(\$788.87)</b>
Close Out NIH Grant	(207.61)
Adjust Mountainstate Storytelling	821.25
Close Out Appalachian Teaching grant	(1,402.51)

**Expenditures:**

<b>Expenditures decreased</b>	<b>(\$788.87)</b>
Close Out NIH Grant	(207.61)
Adjust Mountainstate Storytelling	821.25
Close Out Appalachian Teaching grant	(1,402.51)

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 May Current Restricted

LEVEL 2

		Budgeted Current Year	Actual Current Year	Actual to Budgeted Current Year
<b>OPEATING REVENUES</b>	Federal Grants and Contracts	33,496,176.15	28,810,511.96	86.01%
	State/Local Grants and Contracts	6,584,429.34	5,873,072.34	89.20%
	Private Grants and Contracts	3,403,772.49	2,230,450.53	65.53%
	Other Operating Revenue	1,656.25	1,726.25	104.23%
<b>Sub Total</b>		<b>43,486,034.23</b>	<b>36,915,761.08</b>	<b>84.89%</b>
<b>OPERATING EXPENSES</b>	Salaries	2,230,729.22	1,463,611.69	65.61%
	Benefits	394,962.80	261,257.55	66.15%
	Student Financial Aid-Scholarships	33,396,417.00	32,343,951.98	96.85%
	Utilities	19,082.00	12,274.60	64.33%
	Supplies and Other Services	5,442,316.05	1,539,002.98	28.28%
	Equipment Expense	1,965,658.10	1,026,480.16	52.22%
	Assessment for Support Services	0.00	0.00	0.00%
<b>Sub Total</b>		<b>43,449,165.17</b>	<b>36,646,578.96</b>	<b>84.34%</b>
<b>NONOPERATING REVENUES (EXPENSES)</b>	Investment Income	0.00	0.00	
<b>Sub Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>EXCLUDE OPERATING</b>	Exclude - Assets	-81,712.05	-19,989.99	24.46%
	Exclude - Transfers for Fin Aid Match	118,644.00	118,644.00	100.00%
	Exclude - Indirect Cost Recoveries	-768,935.37	-439,395.19	57.14%
	Exclude - Transfers - Other	-45.00	-45.00	0.00%
<b>Sub Total:</b>		<b>-732,048.42</b>	<b>-340,786.18</b>	<b>46.55%</b>
<b>OPERATING INCOME/LOSS</b>		<b>36,869.06</b>	<b>269,182.12</b>	<b>730.10%</b>
<b>BUDGET BALANCE</b>		<b>-695,179.36</b>	<b>-71,604.06</b>	<b>10.30%</b>
<b>NET ASSETS - Beginning of Year**</b>		<b>722,543.34</b>		
<b>PROJECTED NET ASSETS- End of Year</b>		<b>27,363.98</b>		

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

**DRAFT**  
**Fairmont State University Board of Governors**  
**Meeting of June 18, 2009**

**Item:** Fund Manager Spend Down Plan for Fiscal Year 2009.  
Progress report information update.

**Committee:** Committee of the whole

**Staff Member:** Rick Porto

**Background:** On October 9, 2008 the Board of Governors approved a spend down of Fund Manager Funds of \$450,000 plus \$132,004 of indirect cost fund balances for a total of \$582,004. This resolution also established as a policy that no more than 15 percent of revenues received in a fiscal year can be carried forward on the Fund Manager's balance sheet. Exception to this limit must be in writing and approved by the President and these exceptions must be included in the annual budget approved by the Board of Governors.

In keeping with the above policy, we have two reports to make:

The first report is on the progress of spend down of the approved \$582,004. The attached Fund Manager Funds Spend Down Projections report shows the progress in 2009 of the spend down of the fund balance at June 30, 2008. The spend down efforts targeted spending \$566,404 of the \$1,057,899. We know that spending this target has been a focus of the Fund Managers and we believe that all of this target of \$566,404 will be spent unless merchandise on order is not received by June 30, 2009. If encumbered funds cannot be paid out due to delay in delivery of ordered goods, then a request to reduce the spend down value in 2009 and move this value to 2010's spend down plan will be made at the first Board of Governors meeting in the new (2010) fiscal year.

The same report also shows the projection for spend down of Fund Manager Funds in fiscal year 2010. In the October 9, 2008 meeting a reference was made that the Board of Governors would address additional spend down of these

reserves in subsequent fiscal years. We currently project an additional spend down need of \$453,176 if the desire of the Board of Governors is to eliminate the remaining reserve from June 30, 2008.

The second report is on the progress being made by the Fund Manager's to carry over no more than 15 percent of their current year earned revenue in fund balance. This practice limits the impact on the overall E&G budget to incur a deficit condition of no more than 15 percent of the fund manager revenues in any future fiscal year after FY 2010.

The attached Fund Manager Funds 15% Target Cash and Potential Loss Report shows the spending against the current year revenues and where the targets for 15 percent carry over cash should be, and what cash balance may be lost by the fund manager if spending does not occur by June 30, 2009, or a formal carry over request to carry over greater than 15 percent of revenue is submitted and approved by the President.

Since final reporting on the spend down of these Fund Manager Funds cannot be made until late July or early August, this can only be informational to the Board of Governors at this time.

We expect to provide complete reports at the August Board of Governors meeting proposing at that time the 2010 Fund Managers spend down plan and a final report of fund balances that were lost by the fund managers.

FUND MANAGER FUNDS AND SPEND DOWN PROJECTIONS

Code	Title	Manager	Fund Balance 06/30/08	2009		Projected 2010 SPEND DOWN
				SPEND DOWN	Unspent Encumbrance	
269908	Appalachian Workshop	Dempsey, Van	5,000	1,980	0	1,980
		<b>Sub-total</b>	<b>5,000</b>	<b>1,980</b>	<b>0</b>	<b>1,980</b>
805500	School of Nursing	Boni, Sharon	77,094	54,750		22,344
801500	School of Education	Dempsey, Van	52,325	0		52,325
361000	Technology Special Services	Gilberti, Anthony	106,777	93,213	47,355	13,564
803300	College of Science & Technology	Gilberti, Anthony	103,764	81,080	81,080	0
803000	Dept of Lang/Lit	Shields, Deanna	26,588	10,526		16,062
804000	Dept of Social Science	Shields, Deanna	104,982	60,292		44,690
		<b>Sub-total</b>	<b>472,530</b>	<b>299,861</b>	<b>128,435</b>	<b>148,985</b>
269998	Ind Cost for Dept 4 Yr State	Mason	59,317	57,271	7,462	2,046
269999	Overhead for Grants & Con 4 Yr State	Mason	35,870	14,201	0	21,669
699998	Ind Cost for Dept 4 Yr Fed	Mason	145,864	131,269	84,594	17,715
699999	Overhead for Grants & Con 4 Yr Fed	Mason	28,826	12,852	0	15,974
800010	Baccalaureate Buyout	Mason	14,468	16,118	0	(1,650)
		<b>Sub-total</b>	<b>284,345</b>	<b>231,711</b>	<b>92,056</b>	<b>38,039</b>
231104	HERF-Social Justice Allocation	Belmear, Michael	2,400			2,400
801000	School of Business	Harvey, Rick	82,349			82,349
803507	Science Enrichment Program	Hemler, Debra	19,365	1,650		17,715
807500	Online Adjunct Training Program	Humbert, Roxann	0			0
360200	Library/Borrowers Fee	Hutchins, Theilna	62,527	24,754		37,773
243800	Box Office Clearing	Lach, Peter	8,132			8,132
802000	School of Fine Arts	Lach, Peter	20,423	568	92	19,855
243300	Fine Arts Ticket Sales	Lach, Peter	(9,751)			(9,751)
806200	Community Music Program	Lach, Peter	0	741		(741)
362300	Kestrel	Rose, Maria	(2,081)	300		(2,381)
365500	Wheeling Symphony	Rose, Maria	(7,843)	2,391		(10,234)
806000	Honors Program London Trip	Baker, J.R.	(616)	1,908		(2,524)
800500	Caperton Center	Oxley, Tim	55,440			55,440
240000	BA Degree - BOR	Rose, Maria	34,634			34,634
363300	International Exchange Program	Rose, Maria	250			250
230800	Appalachian Cult III Match-L and L	Shields, Deanna	888			888
362200	Traditions WV Folklore Journal	Shields, Deanna	8,214	540		7,674
269907	National Transportation Academy	Stiigenbauer, Ted	22,693			22,693
		<b>Sub-total</b>	<b>297,024</b>	<b>32,852</b>	<b>92</b>	<b>264,172</b>
		<b>Grand Totals</b>	<b>1,057,899</b>	<b>566,404</b>	<b>220,583</b>	<b>453,176</b>
		Budget Surplus prior to Spend Down	(122,012.00)	(122,012.00)		
		Buyout Fund Surplus corrected with transfer	935,887.03	444,392.00		
			(10,000.00)			
			925,887.03			

UNSPENT ENCUMBRANCE FOR 2009 SPEND DOWN/SPECIAL EQUIPMENT NOT YET RECEIVED

FUND MANAGER FUNDS 15% TARGET CASH AND POTENTIAL LOSS

Code	Title	Manager	A		G		H		I		J	
			Revenues	Net	Net Revenues	Target	Potential	YTD	Expenditures	5/27/2009	Cash	Loss of Funds
			5/27/2009	B-E	A-G	(A*15%)	(H-I)					
269908	Appalachian Workshop	Dempsey, Van	1,000	0	1,000	150	850					
		Sub-total	1,000	0	1,000	150	850					
805500	School of Nursing	Boni, Sharon	127,478	107,362	20,116	19,122	994					
801500	School of Education	Dempsey, Van	55,264	46,003	9,261	8,290	971					
361000	Technology Special Services	Gilbert, Anthony	0	(352)	(352)	0	-					
803300	College of Science & Technology	Gilbert, Anthony	75,842	56,581	19,260	11,376	7,884					
803000	Dept of Lang/Lit	Shields, Deanna	22,224	19,701	2,523	3,334	-					
804000	Dept of Social Science	Shields, Deanna	58,839	32,128	26,712	8,826	17,886					
		Sub-total	339,646	261,423	77,519	50,947	27,735					
269998	Ind Cost for Dept 4 Yr State	Mason	31,367	19,606	11,761	4,705	7,056					
269999	Overhead for Grants & Con 4 Yr State	Mason	14,125	7,524	6,601	2,119	4,482					
699998	Ind Cost for Dept 4 Yr Fed	Mason	75,067	77,715	(2,648)	11,260	-					
699999	Overhead for Grants & Con 4 Yr Fed	Mason	67,918	52,619	15,299	10,188	5,111					
800010	Baccalaureate Buyout	Mason	57,573	37,097	20,476	8,636	11,840					
		Sub-total	246,050	194,561	51,488	36,907	28,489					
243300	Fine Arts - Ticket Sales	Lach, Peter	40,542	31,657	8,885	6,081	2,804					
806200	Community Music Program	Lach, Peter	51,000	50,391	610	7,650	-					
		Sub-total	91,542	82,048	9,495	13,731	2,804					
231104	HERF-Social Justice Allocation	Belmeier, Michael	0	0	0	0	0					
801000	School of Business	Harvey, Rick	46,434	36,500	9,933	6,965	2,968					
803507	Science Enrichment Program	Hemler, Debra	0	(522)	522	0	522					
807500	Online Adjunct Training Program	Humbert, Roxann	26,858	21,759	5,099	4,029	1,070					
360200	Library Borrowers Fee	Hutchins, Thelma	2,494	5,246	(2,752)	374	-					
241903	Course Fee - Fine Arts New York Tour	Lach, Peter	5,250	5,200	50	788	-					
802000	School of Fine Arts	Lach, Peter	50,602	48,540	2,062	7,590	-					
365500	Whelpling Symphony	Rose, Maria	10,696	20,800	(10,104)	1,604	-					
800500	Caperton Center	Oxley, Tim	40,334	23,043	17,291	6,050	11,241					
240000	BA Degree - BOR	Rose, Maria	0	213	(213)	0	-					
363300	International Exchange Program	Rose, Maria	0	0	0	0	0					
230800	Appalachian Cult III Match-L and L	Shields, Deanna	0	0	0	0	0					
362200	Traditions WV Folklore Journal	Shields, Deanna	0	736	(736)	0	0					
269907	National Transportation Academy	Stiggenbauer, Ted	7,370	2,156	5,214	1,106	4,109					
		Sub-total	190,038	163,671	26,366	28,506	19,910					
		Grand Totals	868,276	701,703	165,869	130,241	79,789					

Net Expenditures- Current Year Expenses after deducting spend down plan  
 Net Revenues - Revenues less Net Expense

Target Cash - 15% of Revenue  
 Potential Loss of Funds - Fund Balance in excess of Target Fund Balance

Fairmont State University Board of Governors  
June 18, 2009

**Item:** Capital Projects for 2010 Fiscal Year

**Committee:** Committee of the whole

**Recommended Resolution:** Be it resolved that the Fairmont State University (FSU) Board of Governors approves the Capital Project plan for FY 2010.

Be it further resolved that the FSU Board of Governors reauthorizes the unfinished FY 2009 approved projects.

**Staff Member:** Rick Porto

**Background:** Attached are the carry over project lists for FY 2009 and the new projects to be funded from capital project reserves during the 2010 FY.

All of the recommended capital projects, with the exception of the Pierpont signage at the campus entrance, are part of the five year capital project plan that has been submitted to the Higher Education Policy Commission.

Approximately \$2,713,111 are carry over projects from the 2009 FY. \$1,048,421 of these projects are funded from E&G capital and infrastructure revenues received prior to FY 2009. \$711,467 of these projects are funded by bond funds. \$825,000 of these projects are funded by the Higher Education Policy Commission match, and \$128,223 is funded by the Athletic capital fund.

The 2010 FY proposed capital projects total \$1,924,734. Of this, approximately \$1,540,734 will be funded from E&G capital and infrastructure revenues earned in fiscal year 2009. \$200,000 of these new projects will be funded by Higher Education Policy Commission Matching Funds. \$184,000 will be funded by listed Auxiliary Enterprise capital reserves.

**CAPITAL PROJECTS**

**FY 2009 - CONTINUING PROJECTS**

Building	Project	Project Budget	E&G Capital 449800	Infrastructure 449000	FS Bond - BBT 907312	HEPC Matching	Student Activities 310200	Athletics 330000	Facilities Fee 370100	Housing 290600
Education Building	Exterior Waterproofing	\$ 185,000.00	\$ 92,500.00			\$ 92,500.00				
	Expended &/or Encumbered to date	\$ 11,500.00	\$ 11,500.00							
	Available Budget for Project	\$ 173,500.00	\$ 81,000.00							
Education Building	Roof Replacement	\$ 320,000.00	\$ 170,000.00			\$ 150,000.00				
	Expended &/or Encumbered to date	\$ 11,500.00	\$ 11,500.00							
	Available Budget for Project	\$ 308,500.00	\$ 158,500.00							
Feaster Center	Elevator & Steps	\$ 1,505,267.74	\$ 130,418.28	\$ 250,000.00	\$ 561,215.71	\$ 450,000.00		\$ 113,633.75		
	Expended &/or Encumbered to date	\$ 1,505,267.74	\$ 130,418.28	\$ 250,000.00	\$ 561,215.71	\$ 450,000.00		\$ 113,633.75		
	Available Budget for Project	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -
Feaster Center	HVAC Phase II	\$ 297,340.72			\$ 150,251.37	\$ 132,500.00		\$ 14,589.35		
	Expended &/or Encumbered to date	\$ 297,058.00			\$ 150,251.37	\$ 132,500.00		\$ 14,306.63		
	Available Budget for Project	\$ 282.72	\$ -	\$ -	\$ -	\$ -		\$ 282.72		\$ -
Kennedy Barn	Folklife Phase II	\$ 133,789.00	\$ 133,789.00							
	Expended &/or Encumbered to date	\$ -	\$ -							
	Available Budget for Project	\$ 133,789.00	\$ 133,789.00							
Locust Avenue	Infrastructure	\$ 271,714.00	\$ 18,717.00	\$ 252,997.00						
	Expended &/or Encumbered to date	\$ -	\$ -							
	Available Budget for Project	\$ 271,714.00	\$ 18,717.00	\$ 252,997.00						
<b>Total Budgets per Fund</b>	<b>Project Budget</b>	<b>\$ 2,713,111.46</b>	<b>\$ 545,424.28</b>	<b>\$ 502,997.00</b>	<b>\$ 711,467.08</b>	<b>\$ 825,000.00</b>	<b>\$ -</b>	<b>\$ 128,223.10</b>	<b>\$ -</b>	<b>\$ -</b>

*NOTE: These projects are already funded in FY 2009 and will roll forward into FY 2010.*

NOTE: Folklife Phase II was originally \$200,000; \$66,211 was moved to Phase I to cover construction change order and WYK change order. When Phase I is closed in FY 2009 the remaining budget and encumbrance for WYK will roll over to Phase II.

**CAPITAL PROJECTS**  
**FY 2010 - PROPOSED CAPITAL PROJECTS**

Anticipated Reserve Balance June 30, 2009	E&G Capital 449800	Infrastructure 449000	FS Bond - BBT 907312	HEPC Matching 907312	Student Activities 310200	Athletics 330000	Facilities Fee 370100	Housing 290600	
	\$ 1,152,862.00	\$ 387,872.00	\$ -	\$ 200,000.00	\$ 982,965.00	\$ 165,395.00	\$ 371,959.00	\$ 1,432,771.00	
<b>Building</b>									
Project	Project Budget	E&G Capital 449800	Infrastructure 449000	FS Bond - BBT 907312	HEPC Matching 907312	Student Activities 310200	Athletics 330000	Facilities Fee 370100	Housing 290600
Academic Fund	Hunt Haught Hall - Painting 1st & 2nd Floor (NOTE- Hunt Haught Hall - 3rd & 4th Floor Painted FY 2009)	\$ 100,000.00							
College	Rooft Replacement - Bldg A/B	\$ 73,000.00						\$ 73,000.00	
College	Carpeting - Building G	\$ 15,000.00							
Apartment	Hunt Haught Hall Glass Front	\$ 250,000.00	\$ 250,000.00					\$ 15,000.00	
Infrastructure	Hardway Hall Walks	\$ 400,000.00	\$ 11,000.00	\$ 189,000.00					
Infrastructure	Painting - Roads & Parking Lots - Inspections	\$ 56,000.00			\$ 200,000.00		\$ 56,000.00		
Infrastructure	Pierpont Signage	\$ 58,734.00		\$ 58,734.00					
IT Infrastructure	IT Emergency Back-Up	\$ 200,000.00		\$ 1,128.00	\$ 198,872.00				
IT Software	Card System	\$ 40,000.00				\$ 40,000.00			
Kennedy Barn	Folkife Phase II	\$ 435,000.00	\$ 435,000.00						
Physical Plant	Small Projects	\$ 197,000.00	\$ 197,000.00						
Physical Plant	Landscaping	\$ 100,000.00	\$ 100,000.00						
		\$ -							
		\$ -							
<b>Totals</b>	\$ 1,924,734.00	\$ 1,152,862.00	\$ 387,872.00	\$ -	\$ 200,000.00	\$ 40,000.00	\$ 56,000.00	\$ 88,000.00	
<b>Anticipated Reserve Balance after above Projects</b>	\$ -	\$ -	\$ -	\$ -	\$ 942,965.00	\$ 165,395.00	\$ 315,959.00	\$ 1,344,771.00	
<b>Definitions:</b>	Physical Plant Small Projects: Small Emergency Projects (Sewer Lines, Water Lines, etc), Retaining Walls @ Falcon Center & Duvall Rosier Field								
	Physical Plant Landscaping: Includes Flowers & Shrubs (Fall, Spring, & Summer), Mulch, Ground Maintenance, Trees, Snow/Ice Removal Chemicals & Supplies, Grounds Equipment & Supplies, Etc.								



**Fairmont State University Board of Governors  
Meeting of June 18, 2009**

**ITEM:** 2010 Unrestricted Education and General (E&G), and  
Auxiliary Fund Budget Approval

**COMMITTEE:** Committee of the Whole

**RESOLUTION:** Resolved, that the Fairmont State University Board of  
Governors approve the Unrestricted E&G and Auxiliary  
Fund Budgets for the fiscal year 2010.

**STAFF MEMBER:** Rick Porto

Please be aware that this agenda item is still being worked on by staff. A final proposal version will be presented and discussed at the June 18<sup>th</sup> meeting. We ask that in preparation for the meeting, members review the E&G and Auxiliary Fund working budget planning documents that were handed out and discussed at the May meeting. The 2010 budget when completed will include many of the suggested items for change on those documents.

Fairmont State Board of Governors  
June 18, 2009

ITEM: Chargeback Agreement for Fiscal Year 2010

COMMITTEE: Committee of the Whole

RECOMMENDED POLICY: Resolved, That the Fairmont State Board of Governors approve the chargeback agreement change for fiscal year 2010 and the estimated chargeback budget for same. Attached is the updated chargeback agreement and system generated budgets for same.

STAFF MEMBER: Rick Porto

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

(a) *Intent and purposes.* --

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

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

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

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

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

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

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

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

the cost of providing the service.

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

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

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

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

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

- (1) Personnel management;
- (2) Recordkeeping;
- (3) Payroll;
- (4) Accounting;
- (5) Legal services;
- (6) Registration;
- (7) Student aid;
- (8) Student records; and

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

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

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

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

(3) If the Commission and Council jointly cannot reach a resolution following their first regularly scheduled meeting or within sixty days, whichever is sooner, the chairpersons of the Commission and Council respectively

shall establish a three-person panel to hear the matters and issue a decision within thirty days:

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

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

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

(f) The president of the community and technical college has such responsibilities, powers and duties in the development of the community and technical college and in compliance with the essential conditions, as directed by the governing board or as are necessary for the proper implementation of the provisions of this act.

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

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

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

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

## Chargeback Agreement for Fiscal Year 2010

Fairmont State University (FSU)  
Pierpont Community & Technical College (PC&TC)

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

### Revenues:

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

### Expenditures:

- E. 1.0. Direct expenditures will be assigned directly to either FSU or PC&TC.
- E. 1.1 Full and part-time faculty personnel services and fringe benefit expenditures will be paid from the institution where they are employed.

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

E. 1.2. Support service charge backs for salary and benefit costs.

The salary and benefit chargeback services from each institution to the other for Support Services will be based on the percentage of total credit hours (FTE enrollment) calculated for the PC&TC and FSU students. These percentages will be budgeted based on total credit hour enrollment percentages for the prior academic year's fall and spring terms at census dates.

E.1.2a. Support service chargebacks for staff located in the academic schools, for salary and benefit costs.

The chargeback services for support staff located in the academic units will be based on enrollment percentages within that academic unit. These percentages will be budgeted based on total credit hour enrollment percentages for the prior academic year's fall and spring terms at census dates.

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

E. 1.4. Academic operating costs are funded directly by E&G revenues received by each institution. In some academic units, a portion of the operating (non-labor) expense budgets are based on the percentage of total credit hours calculated for PC&TC and FSU students in that academic unit. The chargeback for these operating expenses is driven by the percentages found on the attached Support Services and Operating Cost Chargeback Table. The organization manager of those academic units has budget authority to spend against these budgets during the fiscal year. All unspent budgets at the end of each fiscal year are not carried forward to future fiscal years. Once again any unspent budget increases the fund balance of the appropriate institutions. These fund balances are under the direct control of the respective Presidents of each institution.

E.1.5. Support staff actual liability costs.

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

E.1.6. Support staff accrued liabilities.

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

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

Payout of PEIA retiree and severance costs incurred during the year will be allocated to the institutions based on percentage of total credit hours calculated for the PC&TC and FSU students for the prior academic year's fall and spring terms at census dates

E.1.7. Chargeback Table

The attached chargeback table will be utilized for FY 2010. This table will utilize percentages based on total credit hour enrollments for prior academic year's fall and spring terms at census dates.

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Chairperson  
Fairmont State  
Board of Governors

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Chairperson  
Pierpont Community & Technical College  
Board of Governors

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President  
Fairmont State University

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President  
Pierpont Community & Technical College

CHARGEBACK TABLE

FZACGBK									as of 06/09/09
FY	COA	ORG	ORG TITLE	OWNER	FUND	UNIV %	C&TC %	TOTAL	
2010	1	020000	Asst to Pres/Dir of Communication	U	600009	67.89	32.11	100.00	
2010	1	020000	Asst to Pres/Dir of Communication	U	800000	67.89	32.11	100.00	
2010	1	020500	ADA Administration	U	800000	67.89	32.11	100.00	
2010	1	020500	ADA Administration	U	600009	67.89	32.11	100.00	
2010	1	022500	Staff Development	U	600009	67.89	32.11	100.00	
2010	1	022500	Staff Development	U	800000	67.89	32.11	100.00	
2010	1	023000	Multi-Cultural affairs	U	600009	67.89	32.11	100.00	
2010	1	023000	Multi-Cultural affairs	U	800000	67.89	32.11	100.00	
2010	1	030000	Institutional Advancement	U	600009	67.89	32.11	100.00	
2010	1	030000	Institutional Advancement	U	800000	67.89	32.11	100.00	
2010	1	030500	Alumni Office	U	600009	67.89	32.11	100.00	
2010	1	030500	Alumni Office	U	800000	67.89	32.11	100.00	
2010	1	031000	Public Relations	U	600009	67.89	32.11	100.00	
2010	1	031000	Public Relations	U	800000	67.89	32.11	100.00	
2010	1	032500	Web and Graphic Communications	U	600009	67.89	32.11	100.00	
2010	1	032500	Web and Graphic Communications	U	800000	67.89	32.11	100.00	
2010	1	100000	President's Office	U	600009	100.00	0	100.00	
2010	1	100000	President's Office	U	800000	100.00	0	100.00	
2010	1	103500	Office of Grants & Contracts	U	600009	67.89	32.11	100.00	
2010	1	103500	Office of Grants & Contracts	U	800000	67.89	32.11	100.00	
2010	1	150000	General Administration	U	600009	67.89	32.11	100.00	
2010	1	150000	General Administration	U	800000	67.89	32.11	100.00	
2010	1	151508	Strategic Planning Administration	U	600009	67.89	32.11	100.00	
2010	1	151508	Strategic Planning Administration	U	800000	67.89	32.11	100.00	
2010	1	155000	Leadership Fairmont State	U	600009	67.89	32.11	100.00	
2010	1	155000	Leadership Fairmont State	U	800000	67.89	32.11	100.00	
2010	1	210100	Teaching Excellence	U	600009	67.89	32.11	100.00	
2010	1	210100	Teaching Excellence	U	800000	67.89	32.11	100.00	
2010	1	210107	Faculty Development-Ind Disciplines	U	600009	67.89	32.11	100.00	
2010	1	210107	Faculty Development-Ind Disciplines	U	800000	67.89	32.11	100.00	
2010	1	210700	Operations and Maintenance-MATEC	U	600009	67.89	32.11	100.00	
2010	1	210700	Operations and Maintenance-MATEC	U	800000	67.89	32.11	100.00	
2010	1	211000	Academic Advising Center	U	600009	67.89	32.11	100.00	
2010	1	211000	Academic Advising Center	U	800000	67.89	32.11	100.00	
2010	1	213000	Academic Assessment	U	600009	67.89	32.11	100.00	
2010	1	213000	Academic Assessment	U	800000	67.89	32.11	100.00	
2010	1	216000	Registrar	U	600009	67.89	32.11	100.00	
2010	1	216000	Registrar	U	800000	67.89	32.11	100.00	
2010	1	220000	Honors Program	U	600009	90.79	9.21	100.00	
2010	1	220000	Honors Program	U	800000	90.79	9.21	100.00	
2010	1	221000	School of Business	U	600009	70.33	29.67	100.00	
2010	1	221000	School of Business	U	800000	70.33	29.67	100.00	
2010	1	221500	Education	U	600009	90.12	9.88	100.00	
2010	1	221500	Education	U	800000	90.12	9.88	100.00	
2010	1	222000	Fine Arts	U	600009	75.19	24.81	100.00	
2010	1	222000	Fine Arts	U	800000	75.19	24.81	100.00	
2010	1	227000	Dean - College of Liberal Arts	U	600009	64.77	35.23	100.00	
2010	1	227000	Dean - College of Liberal Arts	U	800000	64.77	35.23	100.00	
2010	1	227010	Dept of Behavioral Sciences	U	600009	65.94	34.06	100.00	
2010	1	227010	Dept of Behavioral Sciences	U	800000	65.94	34.06	100.00	
2010	1	227020	Dept of Language & Literature	U	600009	59.26	40.74	100.00	
2010	1	227020	Dept of Language & Literature	U	800000	59.26	40.74	100.00	
2010	1	227030	Dept of Social Sciences	U	600009	69.11	30.89	100.00	
2010	1	227030	Dept of Social Sciences	U	800000	69.11	30.89	100.00	
2010	1	227500	Dean-College of Science & Technology	U	800000	74.43	25.57	100.00	
2010	1	227500	Dean-College of Science & Technology	U	600009	74.43	25.57	100.00	
2010	1	227510	Dept - Biology/Chemistry/Geoscience	U	600009	72.76	27.24	100.00	
2010	1	227510	Dept - Biology/Chemistry/Geoscience	U	800000	72.76	27.24	100.00	
2010	1	227520	Dept-Computer Science/Math/Physics	U	600009	65.88	34.12	100.00	
2010	1	227520	Dept-Computer Science/Math/Physics	U	800000	65.88	34.12	100.00	
2010	1	227530	Department of Technology	U	600009	82.62	17.38	100.00	
2010	1	227530	Department of Technology	U	800000	82.62	17.38	100.00	
2010	1	240000	Health Careers Administration	U	600009	89.66	10.34	100.00	
2010	1	240000	Health Careers Administration	U	800000	89.66	10.34	100.00	
2010	1	241000	Nursing	U	600009	100.00	0.00	100.00	



FY	COA	ORG	ORG TITLE	OWNER	FUND	UNIV %	C&TC %	TOTAL
2010	1	241000	Nursing	U	800000	100.00	0.00	100.00
2010	1	271000	Caperton Center-Administration	U	600009	67.89	32.11	100.00
2010	1	271000	Caperton Center-Administration	U	800000	67.89	32.11	100.00
2010	1	272000	Caperton Center - Instruction	U	600009	67.89	32.11	100.00
2010	1	272000	Caperton Center - Instruction	U	800000	67.89	32.11	100.00
2010	1	301000	Enrollment Services	U	600009	67.89	32.11	100.00
2010	1	301000	Enrollment Services	U	800000	67.89	32.11	100.00
2010	1	311000	Business Office	U	600009	67.89	32.11	100.00
2010	1	311000	Business Office	U	800000	67.89	32.11	100.00
2010	1	313000	Mailroom	U	600009	67.89	32.11	100.00
2010	1	313000	Mailroom	U	800000	67.89	32.11	100.00
2010	1	315000	Student Accounts	U	600009	67.89	32.11	100.00
2010	1	315000	Student Accounts	U	800000	67.89	32.11	100.00
2010	1	315500	General Institutional	U	600009	67.89	32.11	100.00
2010	1	315500	General Institutional	U	800000	67.89	32.11	100.00
2010	1	315800	Institutional Administrative Costs	U	600009	67.89	32.11	100.00
2010	1	315800	Institutional Administrative Costs	U	800000	67.89	32.11	100.00
2010	1	315900	Financial Aid Matching	U	600009	67.89	32.11	100.00
2010	1	315900	Financial Aid Matching	U	800000	67.89	32.11	100.00
2010	1	340000	Physical Plant Administration	U	600009	67.89	32.11	100.00
2010	1	340000	Physical Plant Administration	U	800000	67.89	32.11	100.00
2010	1	340008	Recycling	U	600009	67.89	32.11	100.00
2010	1	340008	Recycling	U	800000	67.89	32.11	100.00
2010	1	340500	Custodial Services	U	600009	67.89	32.11	100.00
2010	1	340500	Custodial Services	U	800000	67.89	32.11	100.00
2010	1	341200	Utilities	U	600009	67.89	32.11	100.00
2010	1	341200	Utilities	U	800000	67.89	32.11	100.00
2010	1	342500	Receiving and Storage	U	600009	67.89	32.11	100.00
2010	1	342500	Receiving and Storage	U	800000	67.89	32.11	100.00
2010	1	400000	Vice President Student Affairs	U	600009	67.89	32.11	100.00
2010	1	400000	Vice President Student Affairs	U	800000	67.89	32.11	100.00
2010	1	410000	Student Administration	U	600009	67.89	32.11	100.00
2010	1	410000	Student Administration	U	800000	67.89	32.11	100.00
2010	1	411000	Office of Admissions	U	600009	67.89	32.11	100.00
2010	1	411000	Office of Admissions	U	800000	67.89	32.11	100.00
2010	1	411006	Admissions - Orientation	U	600009	67.89	32.11	100.00
2010	1	411006	Admissions - Orientation	U	800000	67.89	32.11	100.00
2010	1	411007	College Summit	U	600009	67.89	32.11	100.00
2010	1	411007	College Summit	U	800000	67.89	32.11	100.00
2010	1	412000	Student Fin Aid Administration	U	600009	67.89	32.11	100.00
2010	1	412000	Student Fin Aid Administration	U	800000	67.89	32.11	100.00
2010	1	412500	Guidance and Counseling	U	600009	67.89	32.11	100.00
2010	1	412500	Guidance and Counseling	U	800000	67.89	32.11	100.00
2010	1	413000	Student Placement	U	600009	67.89	32.11	100.00
2010	1	413000	Student Placement	U	800000	67.89	32.11	100.00
2010	1	413500	Freshmen Orientation	U	600009	67.89	32.11	100.00
2010	1	413500	Freshmen Orientation	U	800000	67.89	32.11	100.00
2010	1	612500	Learning Technologies	U	600009	67.89	32.11	100.00
2010	1	612500	Learning Technologies	U	800000	67.89	32.11	100.00
2010	1	613000	Telephone and Switchboard	U	600009	67.89	32.11	100.00
2010	1	613000	Telephone and Switchboard	U	800000	67.89	32.11	100.00
2010	1	615000	Library	U	600009	67.89	32.11	100.00
2010	1	615000	Library	U	800000	67.89	32.11	100.00
2010	1	616500	Retention Initiative	U	600009	67.89	32.11	100.00
2010	1	616500	Retention Initiative	U	800000	67.89	32.11	100.00
2010	1	617000	CIO - Information Technology	U	600009	67.89	32.11	100.00
2010	1	617000	CIO - Information Technology	U	800000	67.89	32.11	100.00
2010	1	617005	Business Applications	U	600009	67.89	32.11	100.00
2010	1	617005	Business Applications	U	800000	67.89	32.11	100.00
2010	1	617010	E-Learning Support	U	600009	67.89	32.11	100.00
2010	1	617010	E-Learning Support	U	800000	67.89	32.11	100.00
2010	1	617015	Solutions Center	U	600009	67.89	32.11	100.00
2010	1	617015	Solutions Center	U	800000	67.89	32.11	100.00
2010	1	617020	Networks	U	600009	67.89	32.11	100.00
2010	1	617020	Networks	U	800000	67.89	32.11	100.00
2010	1	620900	Business Office - Computer Charges	U	600009	67.89	32.11	100.00
2010	1	620900	Business Office - Computer Charges	U	800000	67.89	32.11	100.00
2010	1	711000	Off-Campus Courses - South	C	609909	67.89	32.11	100.00

FY	COA	ORG	ORG TITLE	OWNER	FUND	UNIV %	C&TC %	TOTAL
2010	1	711000	Off-Campus Courses - South	C	700000	67.89	32.11	100.00
2010	1	714000	Off-Campus Credit Programs	C	609909	67.89	32.11	100.00
2010	1	714000	Off-Campus Credit Programs	C	700000	67.89	32.11	100.00
2010	1	714500	Dual-Credit Programs	C	609909	67.89	32.11	100.00
2010	1	714500	Dual-Credit Programs	C	700000	67.89	32.11	100.00
2010	1	716022	Center for Workforce Educ-Leases	C	609909	0.00	100.00	100.00
2010	1	716022	Center for Workforce Educ-Leases	C	700000	0.00	100.00	100.00
2010	1	716500	Staff Professional Dev/Community Ed	C	609909	67.89	32.11	100.00
2010	1	716500	Staff Professional Dev/Community Ed	C	700000	67.89	32.11	100.00
2010	1	723005	Sign Language Interpreter Program	C	609909	45.49	54.51	100.00
2010	1	723005	Sign Language Interpreter Program	C	700000	45.49	54.51	100.00
2010	1	724501	Applied Design	C	609909	57.01	42.99	100.00
2010	1	724501	Applied Design	C	700000	57.01	42.99	100.00
2010	1	724502	Early Childhood	C	609909	31.85	68.15	100.00
2010	1	724502	Early Childhood	C	700000	31.85	68.15	100.00
2010	1	724503	Drafting	C	609909	62.24	37.76	100.00
2010	1	724503	Drafting	C	700000	62.24	37.76	100.00
2010	1	724504	Food Service	C	609909	44.44	55.56	100.00
2010	1	724504	Food Service	C	700000	44.44	55.56	100.00
2010	1	724505	Graphics	C	609909	63.39	36.61	100.00
2010	1	724505	Graphics	C	700000	63.39	36.61	100.00
2010	1	724507	Ballroom Dance	C	609909	71.25	28.75	100.00
2010	1	724507	Ballroom Dance	C	700000	71.25	28.75	100.00
2010	1	724800	C&TC Aviation and Technology	C	609909	50.43	49.57	100.00
2010	1	724800	C&TC Aviation and Technology	C	700000	50.43	49.57	100.00
2010	1	725000	School of Business, Aviation, & Technology	C	609909	58.69	41.31	100.00
2010	1	725000	School of Business, Aviation, & Technology	C	700000	58.69	41.31	100.00
2010	1	725500	School of Academic Studies	C	609909	63.38	36.62	100.00
2010	1	725500	School of Academic Studies	C	700000	63.38	36.62	100.00
2010	1	726000	Interdisciplinary Studies	C	700000	73.22	26.78	100.00
2010	1	726000	Interdisciplinary Studies	C	609909	73.22	26.78	100.00
2010	1	727000	School of Human Services	C	609909	40.92	59.08	100.00
2010	1	727000	School of Human Services	C	700000	40.92	59.08	100.00
2010	1	727500	School of Health Careers	C	609909	17.10	82.90	100.00
2010	1	727500	School of Health Careers	C	700000	17.10	82.90	100.00
2010	1	740500	C&TC Medical Lab Tech	C	609909	34.80	65.20	100.00
2010	1	740500	C&TC Medical Lab Tech	C	700000	34.80	65.20	100.00
2010	1	741500	C&TC Health Information Technology	C	609909	13.22	86.78	100.00
2010	1	741500	C&TC Health Information Technology	C	700000	13.22	86.78	100.00
2010	1	742000	C&TC Veterinary Technology	C	609909	6.15	93.85	100.00
2010	1	742000	C&TC Veterinary Technology	C	700000	6.15	93.85	100.00
2010	1	742500	C&TC Physical Therapy Assistant	C	609909	8.50	91.50	100.00
2010	1	742500	C&TC Physical Therapy Assistant	C	700000	8.50	91.50	100.00
2010	1	743000	C&TC EMS Program	C	609909	18.46	81.54	100.00
2010	1	743000	C&TC EMS Program	C	700000	18.46	81.54	100.00
2010	1	743500	Lab Assistant Program	C	609909	14.00	86.00	100.00
2010	1	743500	Lab Assistant Program	C	700000	14.00	86.00	100.00
2010	1	744000	C&TC Respiratory Therapy	C	609909	14.53	85.47	100.00
2010	1	744000	C&TC Respiratory Therapy	C	700000	14.53	85.47	100.00
2010	1	746000	C&TC Para Education	C	609909	22.50	77.50	100.00
2010	1	746000	C&TC Para Education	C	700000	22.50	77.50	100.00
2010	1	751000	C&TC Academic Development Center	C	609909	71.43	28.57	100.00
2010	1	751000	C&TC Academic Development Center	C	700000	71.43	28.57	100.00
2010	1	770000	President's Office - C&TC	C	609909	0.00	100.00	100.00
2010	1	770000	President's Office - C&TC	C	700000	0.00	100.00	100.00
2010	1	770005	Radiologic Technology	C	609909	28.52	71.48	100.00
2010	1	770005	Radiologic Technology	C	700000	28.52	71.48	100.00
2010	1	773000	Off Campus Courses - North	C	609909	67.89	32.11	100.00
2010	1	773000	Off Campus Courses - North	C	700000	67.89	32.11	100.00

This table represents the agreement between the University and Community and Technical College Presidents for services outlined in the written chargeback agreement for support services from these functional organizations/areas. This percentage table will drive monthly chargebacks from one institution to the other for support services and operating expenses occurring against these organizations (see E.1.2, E.1.2a, E.1.3, E.1.4 and E.1.7). IGT's will be generated at the close of each month and forwarded to the State Auditor along with the latest approved table authorized and approved by both presidents and its Governing Board Chairman and the Chairman of the C&TC Board.

**Credit Hours by Organization for 200910 and 200920 from HEPC Census Files**

<b>Orgn</b>	<b>Orgn Title</b>	<b>Subj</b>	<b>Subj Title</b>	<b>FSU Hours</b>	<b>FSU%</b>	<b>CTC Hours</b>	<b>CTC%</b>	<b>Total Hours</b>
200000	VP Academic Affairs	NSE	National Student Exchange	12	100.00	0	0.00	12
<b>200000 Total</b>				12	100.00	0	0.00	12
220000	Honors Program	HONR	Honors	69	90.79	7	9.21	76
<b>220000 Total</b>				69	90.79	7	9.21	76
221000	School of Business	ACCT	Accounting	2,505	71.25	1,011	28.75	3,516
221000	School of Business	BUSN	Business	4,598	74.52	1,572	25.48	6,170
221000	School of Business	ECON	Economics	1,668	71.65	660	28.35	2,328
221000	School of Business	FINC	Finance	1,485	70.71	615	29.29	2,100
221000	School of Business	INFO	Information Systems	4,910	60.83	3,162	39.17	8,072
221000	School of Business	MGWT	Management	2,283	76.48	702	23.52	2,985
221000	School of Business	MKTG	Marketing	1,518	77.73	435	22.27	1,953
221000	School of Business	MSBA	Master of Business Admin	720	100.00	0	0.00	720
221000	School of Business	OFAD	Office Administration	345	53.99	294	46.01	639
<b>221000 Total</b>				20,032	70.33	8,451	29.67	28,483
221500	School of Education/Hlth-Human Perf	EDUC	Education	5,279	91.81	471	8.19	5,750
221500	School of Education/Hlth-Human Perf	HLTA	Health	1,239	86.16	199	13.84	1,438
221500	School of Education/Hlth-Human Perf	ONLR	Online Learning	72	100.00	0	0.00	72
221500	School of Education/Hlth-Human Perf	PHED	Physical Education	3,124	84.89	556	15.11	3,680
221500	School of Education/Hlth-Human Perf	READ	Reading	591	100.00	0	0.00	591
221500	School of Education/Hlth-Human Perf	RECR	Recreation	147	66.82	73	33.18	220
221500	School of Education/Hlth-Human Perf	SAFE	Safety (Physical Ed)	126	90.00	14	10.00	140
221500	School of Education/Hlth-Human Perf	SPED	Special Education	1,395	100.00	0	0.00	1,395
<b>221500 Total</b>				11,973	90.12	1,313	9.88	13,286
222000	School of Fine Arts	ART	Art	2,779	74.05	974	25.95	3,753
222000	School of Fine Arts	COMM	Communications	2,232	72.87	831	27.13	3,063
222000	School of Fine Arts	MUSI	Music	2,250	80.13	558	19.87	2,808
222000	School of Fine Arts	THEA	Theatre	1,735	74.11	606	25.89	2,341
<b>222000 Total</b>				8,996	75.19	2,969	24.81	11,965
227010	Dept of Behavioral Sciences	GEOG	Geography	1,221	75.93	387	24.07	1,608
227010	Dept of Behavioral Sciences	HSMS	Master in Human Services	93	100.00	0	0.00	93
227010	Dept of Behavioral Sciences	HUSV	Human Services	732	47.75	801	52.25	1,533
227010	Dept of Behavioral Sciences	PSYC	Psychology	6,123	68.95	2,757	31.05	8,880
227010	Dept of Behavioral Sciences	SOCY	Sociology	3,741	62.88	2,208	37.12	5,949
<b>227010 Total</b>				11,910	65.94	6,153	34.06	18,063
227020	Dept of Language & Literature	AMSL	American Sign Language	204	34.81	382	65.19	586
227020	Dept of Language & Literature	ENGL	English	10,518	58.08	7,590	41.92	18,108
227020	Dept of Language & Literature	FOLK	Folklore Studies	258	67.54	124	32.46	382
227020	Dept of Language & Literature	FREN	French	252	70.59	105	29.41	357

Credit Hours by Organization for 200910 and 200920 from HEPG Census Files

Orgn	Orgn Title	Subj	Subj Title	FSU Hours	FSU%	CTC Hours	CTC%	Total Hours
227020	Dept of Language & Literature	ITAL	Italian	162	62.07	99	37.93	261
227020	Dept of Language & Literature	JOUR	Journalism	202	93.95	13	6.05	215
227020	Dept of Language & Literature	LIBS	Library Science	357	76.28	111	23.72	468
227020	Dept of Language & Literature	SPAN	Spanish	420	83.83	81	16.17	501
<b>227020 Total</b>				12,373	59.26	8,505	40.74	20,878
227030	Dept of Social Sciences	CRJU	Criminal Justice	4,431	71.94	1,728	28.06	6,159
227030	Dept of Social Sciences	HIST	History	3,924	69.83	1,695	30.17	5,619
227030	Dept of Social Sciences	MLSC	Military Science	20	100.00	0	0.00	20
227030	Dept of Social Sciences	NSIS	National Sec \$ Intel Research	54	94.74	3	5.26	57
227030	Dept of Social Sciences	PHIL	Philosophy	309	78.45	84	21.54	390
227030	Dept of Social Sciences	POLI	Political Science	1,945	60.12	1,290	39.88	3,235
227030	Dept of Social Sciences	SSCI	Social Science	57	100.00	0	0.00	57
<b>227030 Total</b>				10,737	69.11	4,800	30.89	15,537
227510	Dept - Biology/Chemistry/Geoscience	BIOL	Biology	2,509	70.06	1,072	29.94	3,581
227510	Dept - Biology/Chemistry/Geoscience	CHEM	Chemistry	2,270	80.16	562	19.84	2,832
227510	Dept - Biology/Chemistry/Geoscience	GEOL	Geology	188	85.45	32	14.55	220
227510	Dept - Biology/Chemistry/Geoscience	PHSC	Physical Science	439	100.00	0	0.00	439
227510	Dept - Biology/Chemistry/Geoscience	SCIE	Science	3,444	67.64	1,648	32.36	5,092
<b>227510 Total</b>				8,850	72.76	3,314	27.24	12,164
227520	Dept-Computer Science/Math/Physics	COMP	Computer Science	938	91.22	96	8.78	1,034
227520	Dept-Computer Science/Math/Physics	MATH	Mathematics	7,726	61.73	4,789	38.27	12,515
227520	Dept-Computer Science/Math/Physics	PHYS	Physics	764	96.46	28	3.54	792
<b>227520 Total</b>				3,488	65.88	4,913	34.12	14,401
227530	Department of Technology	ARCH	Architecture	682	95.38	33	4.62	715
227530	Department of Technology	CIVL	Civil	1,039	91.14	101	8.86	1,140
227530	Department of Technology	ELEC	Electronics	563	92.60	45	7.40	608
227530	Department of Technology	FACS	Family / Consumer Sciences	806	89.36	96	10.64	902
227530	Department of Technology	MANF	Manufacturing	189	81.82	42	18.18	231
227530	Department of Technology	MECH	Mechanical	816	95.33	40	4.67	856
227530	Department of Technology	SFTY	Safety (Technology)	685	90.25	74	9.75	759
227530	Department of Technology	TECH	Tech & Tech Educ	584	45.59	697	54.41	1,281
<b>227530 Total</b>				5,364	82.62	1,128	17.38	6,492
240000	Health Careers Administration	ALLH	Allied Health	312	89.66	36	10.34	348
<b>240000 Total</b>				312	89.66	36	10.34	348
241000	School of Nursing & Allied Hlth Adm	NURS	Nursing	4,573	100.00	0	0.00	4,573
<b>241000 Total</b>				4,573	100.00	0	0.00	4,573
723005	Sign Language Interpreter Program	ITTP	Interpreter Training Program	121	45.49	145	54.51	266
<b>723005 Total</b>				121	45.49	145	54.51	266

Credit Hours by Organization for 200910 and 200920 from HEPCC Census Files

Orgn	Orgn Title	Subj	Subj Title	FSU Hours	FSU%	CTC Hours	CTC%	Total Hours
724501	Applied Design	APPD	Applied Design	622	57.01	469	42.99	1,091
<b>724501 Total</b>				622	57.01	469	42.99	1,091
724502	Early Childhood	EC	Early Childhood	408	31.85	873	68.15	1,281
<b>724502 Total</b>				408	31.85	873	68.15	1,281
724503	Drafting	DRFT	Drafting	651	62.24	395	37.76	1,046
<b>724503 Total</b>				651	62.24	395	37.76	1,046
724504	Food Service	EVMG	Events Management	234	76.22	73	23.78	307
724504	Food Service	FOSM	Food Service Management	1,386	41.52	1,952	58.48	3,338
<b>724504 Total</b>				1,620	44.44	2,025	55.56	3,645
724505	Graphics	GRAP	Graphics	1,245	63.39	719	36.61	1,964
<b>724505 Total</b>				1,245	63.39	719	36.61	1,964
724507	Ballroom Dance	DANC	Dance	228	71.25	92	28.75	320
<b>724507 Total</b>				228	71.25	92	28.75	320
724800	C&TC Aviation and Technology	AVIO	Avionics Maint Tech	15	14.29	90	85.71	105
724800	C&TC Aviation and Technology	AVMA	Aviation Management	504	79.25	132	20.75	636
724800	C&TC Aviation and Technology	AVMT	Aviation Maint Tech	190	28.57	475	71.43	665
<b>724800 Total</b>				709	50.43	697	49.57	1,406
726000	Interdisciplinary Studies	INTR	Interdisciplinary Studies	1,304	73.22	477	26.78	1,781
<b>726000 Total</b>				1,304	73.22	477	26.78	1,781
740500	C&TC Medical Lab Tech	HLCA	Health Careers	652	40.15	972	59.85	1,624
740500	C&TC Medical Lab Tech	MLAB	Medical Lab Tech	54	13.33	351	86.67	405
<b>740500 Total</b>				706	34.80	1,323	65.20	2,029
741500	C&TC Health Information Technology	HLIN	Health Information Tech	71	13.22	466	86.78	537
<b>741500 Total</b>				71	13.22	466	86.78	537
742000	C&TC Veterinary Technology	VETT	Veterinary Tech	76	6.15	1,159	93.85	1,235
<b>742000 Total</b>				76	6.15	1,159	93.85	1,235
742500	C&TC Physical Therapy Assistant	PHTA	Physical Therapy	55	8.50	592	91.50	647
<b>742500 Total</b>				55	8.50	592	91.50	647
743000	C&TC EMS Program	EMMS	Emergency Med Services	170	18.46	751	81.54	921
<b>743000 Total</b>				170	18.46	751	81.54	921
743500	Lab Assistant Program	LABA	Laboratory Assistant	21	14.00	129	86.00	150
<b>743500 Total</b>				21	14.00	129	86.00	150
744000	C&TC Respiratory Therapy	RESP	Respiratory Therapy	126	14.53	741	85.47	867
<b>744000 Total</b>				126	14.53	741	85.47	867
746000	C&TC Para Education	PARA	Paralegal Studies	54	22.50	186	77.50	240
<b>746000 Total</b>				54	22.50	186	77.50	240
751000	C&TC Academic Development Center	ACCS	Accelerated Skills	5	71.43	2	28.57	7
<b>751000 Total</b>				5	71.43	2	28.57	7

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Credit Hours by Organization for 200910 and 200920 from HEPCC Census Files

Orgn	Orgn Title	Subj	Subj Title	FSU Hours	FSU%	CTC Hours	CTC%	Total Hours
770005	Radiological Technology	RADI	Radiologic Technology	231	28.52	579	71.48	810
<b>770005 Total</b>				<b>231</b>	<b>28.52</b>	<b>579</b>	<b>71.48</b>	<b>810</b>
999999		BITS		9	7.14	117	92.86	126
999999		GRST		27	100.00	0	0.00	27
999999		USAI		2	100.00	0	0.00	2
<b>999999 Total</b>				<b>38</b>	<b>24.52</b>	<b>117</b>	<b>75.48</b>	<b>155</b>
<b>Grand Total</b>				<b>113,150</b>	<b>67.89</b>	<b>53,526</b>	<b>32.11</b>	<b>166,676</b>

**Fairmont State Board of Governors  
Meeting of June 18, 2009**

**ITEM:** Annual Report on Graduate Studies

**COMMITTEE:** Academic Affairs

**RECOMMENDED POLICY:** Approval of the Annual Report

**STAFF MEMBER:** Maria Rose, Provost and Vice President for Academic Affairs

**BACKGROUND:** Under the provisions of West Virginia Code §18B-1A-6, each baccalaureate institution that recently added master's degree programs is required to submit an annual report through its governing board to the West Virginia Higher Education Policy Commission (WV HEPC).

# ANNUAL REPORT ON GRADUATE PROGRAMS AT FAIRMONT STATE UNIVERSITY 2009

Fairmont State University currently has five (5) independent graduate programs of study:

- **Master of Education** with various specializations including Special Education, Leadership Studies, Professional Studies, Online Learning, and Reading
- **Master of Arts in Teaching**
- **Master of Science in Criminal Justice**
- **Master of Business Administration**
- **Master of Science in Human Services**

A sixth graduate program, the **Master of Science in Nursing**, is offered collaboratively with Marshall University. *Students admitted, enrolled, and graduated are included in reports submitted by Marshall University.*

Due to low enrollment with Marshall University-Fairmont State University collaborative Master of Education Leadership Studies program, Marshall University asked that the program be discontinued.

Fairmont State University is pleased with the progress it has made in graduate student enrollment and degree completion during the 2008-2009 academic year. We will continue to focus our efforts on the development of appropriate graduate programs that will serve the post baccalaureate needs of our regional community while sustaining the quality of all our graduate programs.

The following table contains the number of students admitted to each graduate program:

	<u>2008-09</u>	<u>To Date</u>
Master of Education	116	723 students admitted
Master of Arts in Teaching	30	146 students admitted
Master of Science in Criminal Justice	10	68 students admitted
Master of Science in Human Service	3	20 students admitted
Master of Business Administration	33	153 students admitted
Non-Degree Seeking Graduate Students	<u>58</u>	<u>343 students admitted</u>
<b>TOTAL</b>	<b>250</b>	<b>1,453 students admitted</b>



The following table contains the number of students enrolled to each graduate program:

	<u>2008-09</u>	<u>To Date</u>
Master of Education	96	532 students enrolled
Master of Arts in Teaching	27	111 students enrolled
Master of Science in Criminal Justice	9	55 students enrolled
Master of Science in Human Service	3	12 students enrolled
Master of Business Administration	20	90 students enrolled
Non-Degree Seeking Graduate Students	<u>46</u>	<u>296 students enrolled</u>
<b>TOTAL</b>	<b>201</b>	<b>1,096 students enrolled</b>

We have conferred the following graduate degrees\*:

	<u>2008-09</u>	<u>To Date</u>
Master of Education	15 graduates	111 graduates
Master of Arts in Teaching	4 graduates	29 graduates
Master of Science in Criminal Justice	4 graduates	16 graduates
Master of Business Administration	<u>10 graduates</u>	<u>26 graduates</u>
<b>TOTAL</b>	<b>33 students</b>	<b>182 students</b>

*\*Note: The 2008-2009 graduates include only those awarded in the Fall 2008 semester. Spring 2009 degrees have not yet been officially conferred.*

Fairmont State University offered the following graduate courses in 2008-09:

*Master of Education (Leadership Studies, Online Learning, Professional Studies, Special Education and Reading):*

<b>Course Number</b>	<b>Course Title</b>	<b>Location/Time</b>
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 6305	<i>Advanced Educational Technology and Media</i>	Online
EDUC 6395	<i>Demonstration Project in Education</i>	Online
ONLR 6800	<i>Introduction to Online Learning</i>	Online
ONLR 6801	<i>Online Course Management Strategies</i>	Online
ONLR 6802	<i>Instruct Design Online Crse Dev</i>	Online
ONLR 6803	<i>Online Assessment Techniques</i>	Online
ONLR 6804	<i>Online Copyright Issues</i>	Online
ONLR 6806	<i>Online Course Development Practicum</i>	Online

ONLR 6808	<i>Tech Tools for Online Learning</i>	Online
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
SPED 5323	<i>Math Strat for Except Learners</i>	Online
SPED 6320	<i>Student with Sp Learning Prob</i>	Online
SPED 6321	<i>Students Sp Behr Prob</i>	Online
SPED6322	<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 6295	<i>Clinical Experience II</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 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>Education Evaluation</i>	Online
EDUC 6490	<i>Advanced Classroom Org &amp; Practice</i>	Online
EDUC 6495	<i>Clinical Experience III</i>	Fairmont/Arranged
READ 6315	<i>Teaching Content in Reading Literacy</i>	Online
SPED 6320	<i>Students with Special Learning Problems</i>	Online
SPED 6321	<i>Students with Special Behavior Problems</i>	Online

*Criminal Justice:*

<b>Course Number</b>	<b>Course Title</b>	<b>Location/Time</b>
CRJU 5505	<i>Terrorism</i>	Fairmont/ T 3-6
CRJU 6611	<i>Internship</i>	Fairmont/ Arranged
CRJU 6615	<i>Comparative Analysis CRJU Syst</i>	Online
CRJU 6620	<i>Advanced Theoretical Criminology</i>	Online
CRJU 6625	<i>Victimology</i>	Online
CRJU 6630	<i>Seminar: Law Enforcement</i>	Online
CRJU 6655	<i>App Meth &amp; Rsrch Crim Just</i>	Online
CRJU 6656	<i>Applied Statistics</i>	Online
CRJU 6696	<i>Thesis I</i>	Fairmont/ Arranged
CRJU 6697	<i>Thesis II</i>	Fairmont/ Arranged

*Master of Business Administration:*

<b>Course Number</b>	<b>Course Title</b>	<b>Location/Time</b>
MBA 5000	<i>MBA Essentials</i>	Fairmont/ MW 6-9
MBA 5110	<i>Leadership Workshop</i>	Fairmont/ R 6-9
MBA 5120	<i>Tactical HR Practices-Online</i>	Online
MBA 5130	<i>Labor Relations &amp; Dispute Res</i>	Fairmont/ Arranged
MBA 5140	<i>Strategic HRM &amp; Emp Advocacy</i>	Fairmont/ T 6-9
MBA 5200	<i>Management Information</i>	Fairmont/ W 6-9
MBA 5300	<i>Managerial Economics</i>	Fairmont/ W 6-9
MBA 5400	<i>Business Environments</i>	Fairmont/ R 6-9
MBA 5550	<i>Financial Reporting &amp; Analysis</i>	Online
MBA 5600	<i>Marketing for Managers</i>	Fairmont/ M 6-9
MBA 5700	<i>Quantitative Analysis</i>	Fairmont/ T 6-9
MBA 5800	<i>Knowledge Management</i>	Online
MBA 5810	<i>Project Management</i>	Fairmont/ M 6-9
MBA 5820	<i>Advanced Project Management</i>	Fairmont/ T 6-9
MBA 5850	<i>Project Management Capstone</i>	Fairmont/ W 6-9
MBA 6000	<i>Strategic Management</i>	Fairmont/ M 6-10
MBA 6010	<i>Managerial Practicum</i>	Fairmont/ Arranged

*Human Service:*

<b>Course Number</b>	<b>Course Title</b>	<b>Location/Time</b>
HSMS 6610	<i>Prof Ethics &amp; Leadership</i>	Online
HSMS 6615	<i>Urban &amp; Community Resources</i>	Online
HSMS 6640	<i>Data Analysis &amp; Comprehension</i>	Online
HSMS 6671	<i>Advanced Human Service Theory</i>	Online
HSMS 6685	<i>Tests and Measurement</i>	Fairmont/T 4-7

**Fairmont State University Board of Governors**  
**June 18, 2009**

**ITEM:** Revision of BOG Policy #12: Phased Retirement

**COMMITTEE:** Committee of the Whole

**RECOMMENDED RESOLUTION:** *Resolved*, That the Fairmont State Board of Governors approves the attached revisions to BOG Policy #12: Phased Retirement

**STAFF MEMBER:** Sarah Hensley

**EXECUTIVE SUMMARY:**

The proposed revisions were put out for public comment on May 6, 2009.

In general the revisions delete reference to extending the PRP beyond three years and update language regarding referring to retirement companies and benefits.

More than one person commented about a confusing sentence construction in paragraph (1), so we have suggested additional non-substantive revisions to clarify that section.

Here is a representative sample of public comments received:

"In my opinion, the renewal option should stay, as there is no requirement to extend the offer after the three years. Therefore, I see no reason to make the change. If you have someone with an expertise that may be difficult to replace, the institution may suffer."

"It seems to me that full retirement should be expedited. There are too many qualified adjunct faculty working for low pay without benefits who could easily do those jobs. That injustice seems disgraceful. Please pass along that thought to the Board of Governors."

"I find the proposed revisions to the policy to be appropriate."

## Draft revisions 6-5-09

### 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 55<sup>th</sup> birthday and providing employee has 5 years of full time service or equivalent, an employee ~~may, upon~~ considering retirement may request a contract with Fairmont State University to 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.

**Capital Project Update: June 9, 2009**

**2009 Continuing Projects**

<b>Upper Practice Field</b>	Two sections of field have now been seeded. Remainder will be completed as time allows.
<b>Tennis Courts</b>	Work is in progress. Low areas have been filled and 1/2 of courts have been coated with seal base coat. Project is expected to be completed the week of 6/15.
<b>Education Building Roof &amp; Waterproofing</b>	Contract has been finalized for the architect. Architect is scheduled to come to site to do investigatory work to correct leaks and problems.
<b>Feaster Center Elevator</b>	Masonry work is 99% complete. Metal stud framing is complete and drywall installation has started. Aluminum curtain-wall components are on site and being put together. HVAC units have been hung in place and sprinkler rough-in is complete. Women's locker room work is progressing.
<b>Feaster Center HVAC</b>	Submittals are into arch/engineer for approval. Installation of units is expected in July.
<b>Folk Life Center</b>	Preliminary documents have been received and the architect has prepared the contract. Lombardi has signed contract and purchasing is in process of preparing purchase order and notice to proceed.
<b>Locust Avenue</b>	Schedule for work is to be determined by utility companies and WV Department of Highways.
<b>Physical Plant Small Projects</b>	Several projects have been completed. There will be many throughout the year.

**2010 New Projects**

<b>College Apartments Roof Replacement Bldg A/B</b>	Bids have been received. Project is ready to award pending funding approval.
<b>Academic Fund - Hunt Haught Hall Painting - Floors 3 &amp; 4</b>	Pre-bid meeting was held on June 3rd and bids are due to be received on June 10th.
<b>Infrastructure - painting of roads and parking lots &amp; Inspections</b>	Pre-bid meeting was held on June 2nd and bids are due to be received on June 16th.
<b>Infrastructure - Hardway Hall portico improvements</b>	Five architectural firms submitted expressions of interest for this project. Committee will meet week of 6/22 to select 3 firms to interview.

## 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	\$ (25,000.00)	\$ 35,000.00	\$ -	\$ 23,998.00	\$ 11,002.00
ATHLETICS - VEHICLES	\$ 52,000.00	\$ (20,808.00)	\$ 31,192.00	\$ 31,192.00	\$ -	\$ -
EDUCATION BUILDING - EXTERIOR WATERPROOFING	\$ 185,000.00	\$ -	\$ 185,000.00	\$ -	\$ 11,500.00	\$ 173,500.00
EDUCATION BUILDING - ROOF REPLACEMENT	\$ 320,000.00	\$ -	\$ 320,000.00	\$ -	\$ 11,500.00	\$ 308,500.00
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	\$ 540,099.82	\$ 965,167.92	\$ 0.00
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 <small>(proj postponed - moved budget)</small>	\$ 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 <small>(starts 5/2009 - \$151,689 in fy 2009; \$450,000 in fy 2010)</small>	\$ 200,000.00	\$ 368,789.00	\$ 568,789.00	\$ -	\$ -	\$ 583,789.00
LOCUST AVENUE	\$ 429,828.00	\$ (150,539.00)	\$ 279,289.00	\$ -	\$ -	\$ 279,289.00
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	\$ 105,487.33	\$ 4,868.57	\$ 27,404.36
LANDSCAPING FY 2009	\$ 80,000.00	\$ -	\$ 80,000.00	\$ 75,728.07	\$ 3,680.82	\$ 591.11
<b>TOTALS</b>	<b>\$ 4,635,634.22</b>	<b>\$ 329,509.63</b>	<b>\$ 4,965,143.85</b>	<b>\$ 2,193,767.41</b>	<b>\$ 1,378,296.26</b>	<b>\$ 1,408,080.18</b>

Projects Completed:   
CIP FY 2009

# Notes



Fairmont State University Board of Governors  
**Meeting of June 18, 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 (5/21/09)

*Tab 1 Action Item*

**Committee of the Whole**

1. Financial Report (*Rick Porto*)
2. Fund Manager Spend Down Report (*Rick Porto*)
3. Approval of FY2010 Capital Projects (*Rick Porto*)
4. Approval of the FY2010 Budget (*Rick Porto*)
5. Approval of FY2010 Chargeback Agreement (*Rick Porto*)
6. Approval of Annual Graduate Degree Reports (*Maria Rose*)
7. Approval of the Phased Retirement Policy Revisions (*Sarah Hensley*)
8. Capital Project Updates (*Jim Decker*)
9. Election of Officers
10. Discussion of dates for BOG 2009-2010 meetings

*Tab 2 FYI*

*Tab 3 FYI*

*Tab 4 Action Item*

*Tab 5 Action Item*

*Tab 6 Action Item*

*Tab 7 Action Item*

*Tab 8 Action Item*

*Tab 9 FYI*

*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.